Information from the Institute for Academic Development for **PGCert/PGDip/Masters** students at the University of Edinburgh

**April Highlights:**
This month's newsletter contains the following:
- Upcoming Events and Courses
- Study Skills Consultations
- Exam Resources
- Managing Your Digital Footprint
- Join our Masters Blog

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**What does the Institute for Academic Development (IAD) do?**

Our aim is to help students and staff succeed in their current roles and in their future careers. We do this by providing University-level support for teaching, learning and researcher development.

For **Taught Postgraduate** students we provide courses, events, resources and advice. Find out more from [www.ed.ac.uk/iad/postgraduates](http://www.ed.ac.uk/iad/postgraduates)

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**Masters Blog**
The blog provides useful information and signposts to events and resources. You can receive an email every time there is a new post by clicking on the ‘Follow’ button on the blog [http://iad4masters.wordpress.com/](http://iad4masters.wordpress.com/)

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**Events & Courses**

We organise events and workshops which are available to all Taught Postgraduate students.

The IAD also works in collaboration with specific Schools and Programmes. We can organise tailored events and courses open to only students based in that School/Programme to attend.

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**Event & Workshop Descriptions**

These can be found on the IAD website at [www.ed.ac.uk/iad/postgraduates](http://www.ed.ac.uk/iad/postgraduates)

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**Study Skills Consultations**
The IAD offers quick consultations on campus and online with a study development advisor.

To book a place and for more information [www.ed.ac.uk/iad/postgraduates](http://www.ed.ac.uk/iad/postgraduates)

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**Managing Your Digital Footprint**

Aims to raise awareness about managing an online presence (digital footprint).

Competitions, workshops, resources and more at [www.ed.ac.uk/iad/digitalfootprint](http://www.ed.ac.uk/iad/digitalfootprint)
Further details and to book onto event [www.ed.ac.uk/iad/postgraduates](http://www.ed.ac.uk/iad/postgraduates)

## Events/Courses (Online and On-campus)

### April 2018

- **Critical (Reading, Writing, Thinking)**  
  03-Apr-18 09:30-12:30

- **Getting Started With Your Dissertation**  
  04-Apr-18 12:00-13:00

- **Critical Thinking and the Art of Asking Questions**  
  05-Apr-18 09:30-12:30

- **How to Plan, Run and Complete Your Project**  
  05-Apr-18 13:30-16:30

- **Getting started writing your dissertation**  
  16-Apr-18 19:00-20:00

- **Managing Your Exams: Strategies and Tips**  
  18-Apr-18 17:00-18:00

- **Searching Research Literature and Managing Bibliographies**  
  26-Apr-18 09:00-12:00

- **Writing a Literature Review**  
  26-Apr-18 09:30-12:30

### May 2018

- **Dissertations for Publications**  
  01-May-18 13:30-15:30

- **Top 10 Tips for Getting Published**  
  02-May-18 19:00-20:00

- **Networking for your Project (Pt.1)**  
  02-May-18 12:00-13:00

- **Critical Thinking and the Art of Asking Questions**  
  03-May-18 13:30-16:30

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### Managing Your Exams: Strategies and Tips  
18th April 2018 at 17:00-18:00

This on-line workshop will focus on how to manage your exams by improving your exam technique.

The class may cover exam preparation and participation; i.e. how to cope with stress, practicing your exam technique and a review of exam strategies.

**For further details about this workshop and to book your place please click the following link:**  
[www.ed.ac.uk/iad/postgraduates](http://www.ed.ac.uk/iad/postgraduates)

### Exam Resources:

- University exams - includes exam diets, regulations and FAQs: [http://edin.ac/2FYgzGj](http://edin.ac/2FYgzGj)

- Advice on exam preparation and technique: [http://edin.ac/1PAwlcA](http://edin.ac/1PAwlcA)

- Step by step guide to exam success: [http://edin.ac/2G2dMw3](http://edin.ac/2G2dMw3)

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## IAD Learning Resources:

- Time Management: [http://edin.ac/1cR0r3b](http://edin.ac/1cR0r3b)

- Critical Thinking: [http://edin.ac/14qe5fz](http://edin.ac/14qe5fz)

- Exams: [http://edin.ac/2Gdw6Fx](http://edin.ac/2Gdw6Fx)

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### Booking and Cancellation Policy

**Booking:** Please note workshops usually open for booking 3 weeks before the event.

**Cancelling:** If you need to cancel your booking, you must do so at least 3 days before the event or consultation. Someone else may be able to take your place, but we need time to contact them. Also, although you are not charged for an event, there are costs we incur (e.g. photo copying) which relate directly to places reserved. We maintain attendance registers; unexpected absences will be noted. If you consistently fail to attend, or repeatedly cancel with very short notice, you may be prevented from booking future IAD events.

**How to cancel:** you can cancel your booking via MyEd Event Booking Channel. Click on “My Bookings” - here you will have the option to cancel your place.