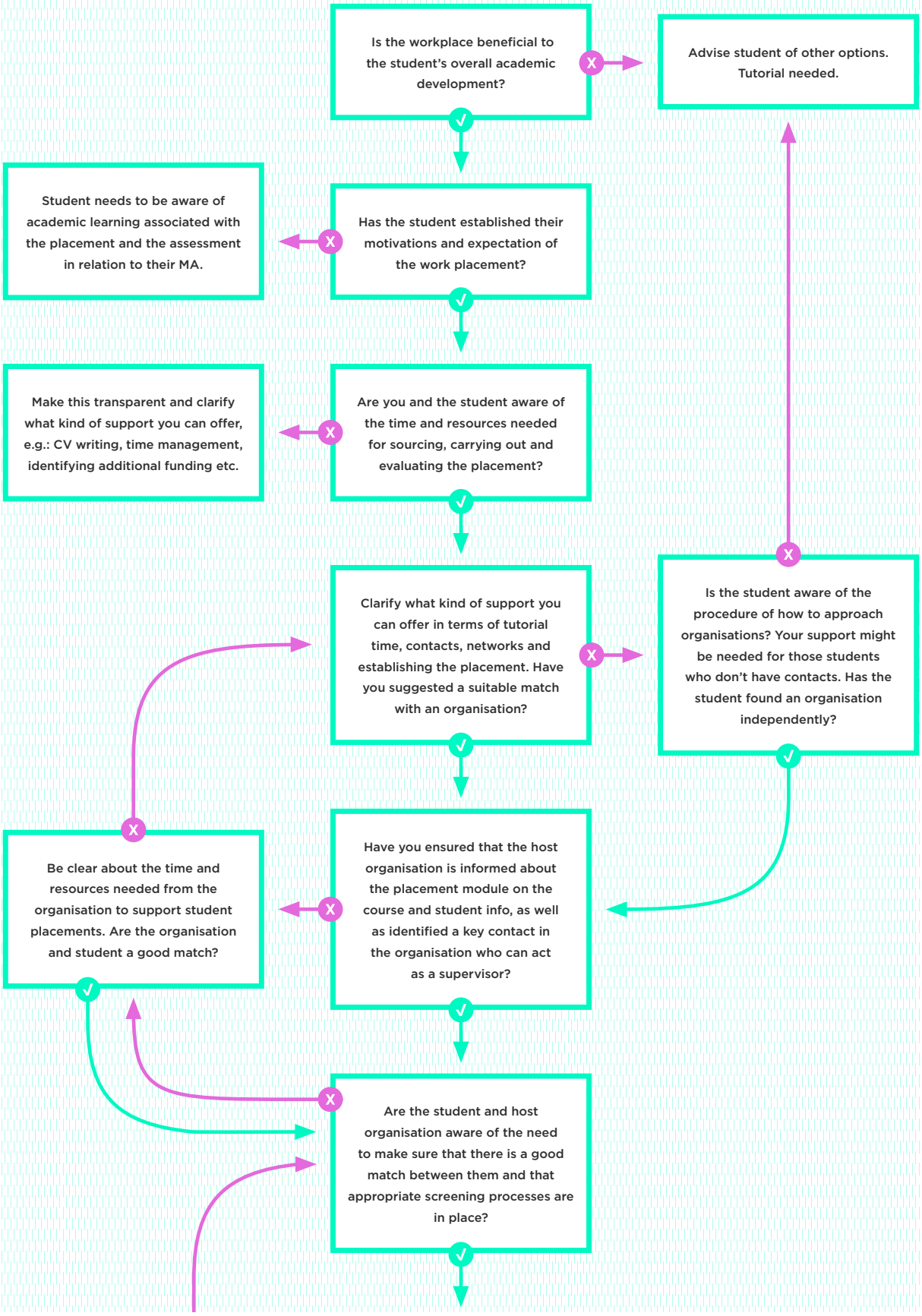
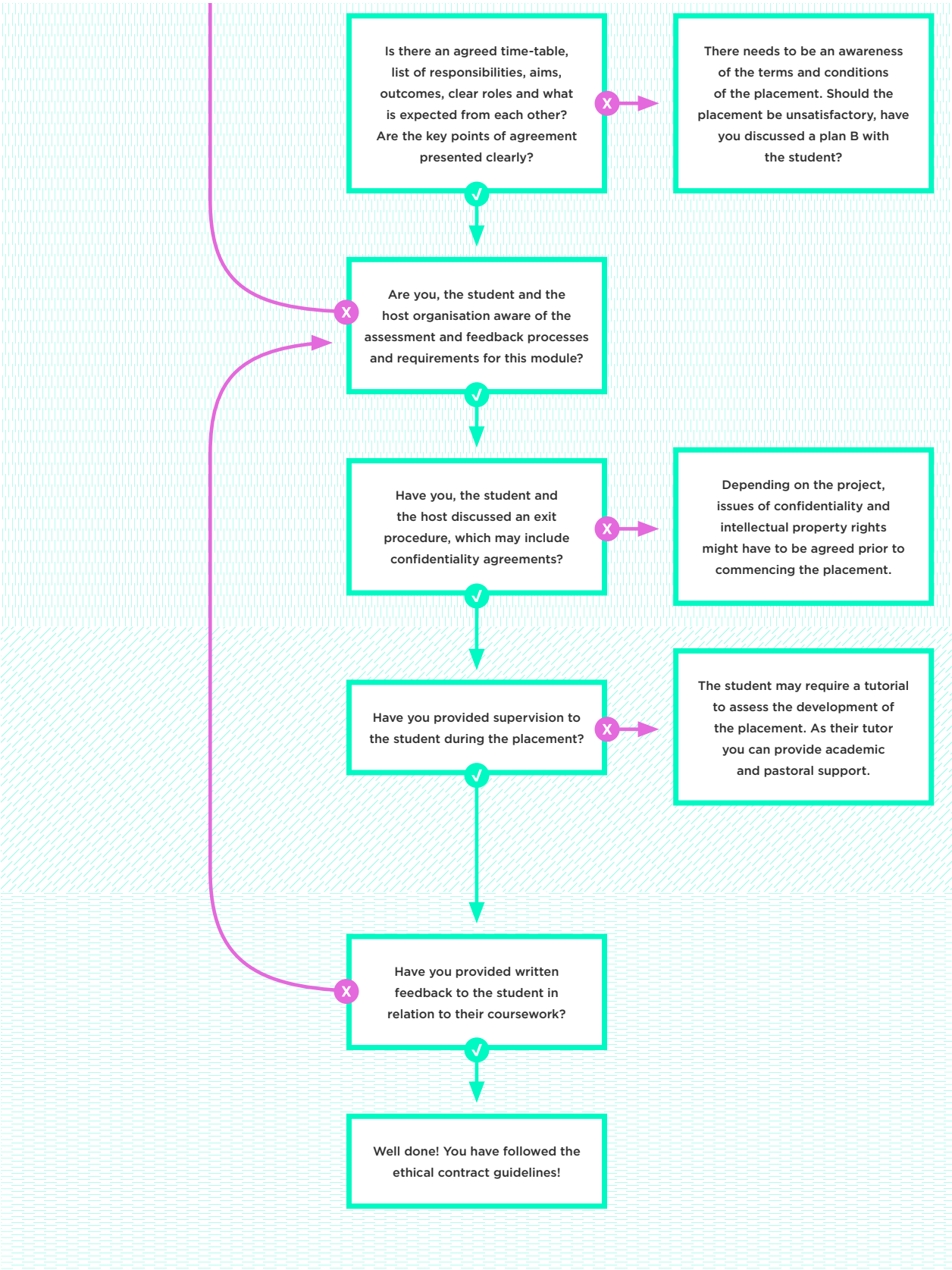
TUTORS


Is the workplace beneficial to the student's overall academic development?
Advise student of other options. Tutorial needed.
Student needs to be aware of academic learning associated with the placement and the assessment in relation to their MA.
Has the student established their motivations and expectation of the work placement?
Make this transparent and clarify what kind of support you can offer, e.g.: CV writing, time management, identifying additional funding etc.
Are you and the student aware of the time and resources needed for sourcing, carrying out and evaluating the placement?
Clarify what kind of support you can offer in terms of tutorial time, contacts, networks and establishing the placement. Have you suggested a suitable match with an organisation?
Is the student aware of the procedure of how to approach organisations? Your support might be needed for those students who don't have contacts. Has the student found an organisation independently?
Be clear about the time and resources needed from the organisation to support student placements. Are the organisation and student a good match?
Have you ensured that the host organisation is informed about the placement module on the course and student info, as well as identified a key contact in the organisation who can act as a supervisor?
Are the student and host organisation aware of the need to make sure that there is a good match between them and that appropriate screening processes are in place?



POSTGRADUATE CREDITED PLACEMENTS: TUTORS

These flow diagrams have been developed by Lorraine Lim and Sophie Hope, Birkbeck, University of London.
For more information go to: www.criticalworkplacements.org.uk

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