



PROGRAMME SPECIFICATION



MA ILLUSTRATION

This Programme Specification is designed for prospective students, current students, graduates, academic staff and potential employers. It provides a summary of the main features of the programme and the intended learning outcomes that a typical student might reasonably be expected to achieve and demonstrate if he/she takes full advantage of the learning opportunities that are provided.

Whilst every endeavour has been made to provide the course described in the Programme Specification, the University reserves the right to make such changes as may be appropriate for reasons of operational efficiency or due to circumstances beyond its control. Any changes are made in accordance with the University's academic standards and quality procedures.

This document is available in alternative formats on request.

ARTS UNIVERSITY BOURNEMOUTH

PROGRAMME SPECIFICATION

The Programme Specification provides a summary of the main features of the **MA Illustration** course, and the learning outcomes that a 'typical' student might reasonably be expected to achieve and demonstrate if he/she passes the course.

Further detailed information on the learning outcomes, content and teaching and learning methods of each unit may be found within this Handbook and the online Unit Information, which is available on your course blog.

<u>Key Course Information</u>	
Final Award	Master of Arts
Course Title	Illustration
Award Title	MA Illustration
Teaching institution	Arts University Bournemouth
Awarding Institution	Arts University Bournemouth
Offered in the Faculty of: <i>Contact details:</i> Telephone number Email	Art, Design and Architecture 01202 363354 foada@aub.ac.uk
Professional accreditation	None
Length of course / mode of study	53 weeks/Full Time 105 weeks/Part Time
Level of final award (in FHEQ)	Level 7
Subject benchmark statement	<i>QAA Master's degree characteristics</i>
Language of study	English
External Examiner for course:	Mark Manning Manchester School of Art and Design, MMU <i>Please note that it is not appropriate for students to contact external examiners directly</i>
Date of Validation	2010
Date of most recent review	2012
Date programme specification written/revised	September 2014

Postgraduate Ethos

The Master's course recognises individuals and their aspirations, and celebrates ideas, making, and creative risk-taking. Our guiding principle is to offer distinctive, exciting and challenging opportunities for you to engage in your respective subject disciplines in order to critically engage with, and redefine, your particular approaches to your practices and position them within your chosen external, creative, economic, and cultural environment.

We support this principle through our passionate engagement with interdisciplinarity and collaborative practices, with the integration of theory and practice, with our understanding of the particularities of individual practitioners and the broader world, global view, and with an attitude to career development which places professionalism and risk taking in dialogue.

Such a context affords possibilities to engage with fresh, often unpredictable and certainly challenging methodologies and techniques with which you can research, test, develop, progress, interrogate, take risks, make and confidently reflect on your own practice and subject discipline. Whilst you will be encouraged to develop your own themes, relationships between the aesthetic, the political, the ethical and 'value' are ever-present and the courses support the your engagement with what are often difficult contemporary issues.

Crucial to the courses and their inherent multifaceted, creative, artistic outcomes, is that you demonstrate a committed passion for your practice and the particular media within your chosen subject discipline. Each course devises specific discipline-focused project work to enable you to be suitably informed in taking the right path towards your chosen career in a diverse range of professions /industries or progress to further study at doctorate level. This discipline focus is, however, enhanced by your experience of interdisciplinary and collaborative approaches and activities which enrich your journey. Our focus on the relationships between personal professional development and the development of communities of practice through sharing and collaboration is underpinned by the unique AUB reputation for truly collaborative working across disciplines, i.e. the practice of complementarity. Through involvement in cross-course groups, shared lectures and other MA activities you will have opportunities to work together with other MA students to form a 'postgraduate network' that will facilitate a wider dialogue around art and design, sustainability, ethics, the political and the often global reach of creative industries and professions. Our ethos focuses on not only developing your systematic and critical understanding of knowledge and of the application of that knowledge in an appropriate, professional context but also in having the resolve, the skills and the acumen to exercise initiative and personal responsibility in a world which is asking many questions of all of us with respect to our abilities and desires in coexisting with a global community.

In other words, our ethos focuses on the ability for our graduates not only to develop their careers and be employable but also to be engaged in the redefinition of what employment might look like in what are times of tremendous social, political, economic, and ecological change, and indeed upheaval.

Course Philosophy

The MA Illustration course encourages practitioners to question the nature of their practice and its context and position relative to the creative industries. It recognises and celebrates an expansive understanding of illustration through the exploration of relationships between illustrator as author, their audience and presentation, and sites and contexts for your work. Research is the fundamental driver for creative thinking and innovation to be developed through a specific individual and critical approach to practice and reflective enquiry. You may come to the course from a number of diverse backgrounds including illustration, graphic design, printmaking, drawing, photography and painting, or from outside art and design practice, having experience across other subject disciplines but demonstrating an abiding interest and evidence of a passion for illustration.

This Illustration Master's course is designed to appeal to students who are open to engagement with a diverse range of creative approaches and possibilities from traditional methods including drawing and printmaking, to lens and time based media, with ideas that might be realised through exhibition, publication or exciting new hybrid forms. As a particular characteristic of the discipline of illustration, the integration of different media is recognised and encouraged with in the inter-disciplinary nature of this MA course. It is a methodology that can lead smoothly to the realisation of meaningful collaborative outcomes as well as distinct and individual approaches. The course is structured and supportive and will encourage you to further your own ideas and to realise your aspirations for future employment and freelance practice.

The MA Illustration course encourages you to engage imaginatively with your practice in relation to the evolving academic subject and practice of illustration. Your work will be considered in a global context, and critically examine the emergence of approaches that challenge orthodox practices. As a graduate from the MA programme, you will be able to carve your own niche in an evolving market for visual materials.

Statement of Student Entitlement

- Tutorials – three supervisory tutorials per 60 credit unit; totalling 9 over the course. In addition each student is entitled to assessment feedback tutorials on the Strategies for Practice and Master's Project 1 units. A tutorial time of 45 minutes is allocated.
- Group Critique – three critiques; one near to the middle of each unit.
- Staff and student-led lectures and seminars.
- Regularly timetabled group meetings with MA Course Leader and/or relevant tutors.
- Access to the Quiet Study Room during Library hours.
- Access to relevant resources agreed through your Course Leader.
- Agreed attendance on undergraduate workshop/darkroom/resource area inductions.
- Agreed access to relevant studios as required for assessments purposes.
- Postgraduate show where appropriate.

- Agreed access to discipline-related and cross-discipline lectures/seminars on undergraduate programmes.
- Attendance at Gallery events, Research days and other appropriate AUB events.

Course Aims

The course aims to:

1. Encourage intellectual progression by providing a stimulating forum for critical debate and inter-disciplinary approaches to practice.
2. Support you in developing the research methods and skills required in the gathering, sampling and analysing of data, in order to find and solve complex problems.
3. Encourage you to reflect critically on your achievements and to evaluate them within a challenging environment that will enable you to meaningfully extend your practice professionally and/or toward PhD study.
4. Enable you to develop professional maturity and to understand and discuss your work in the context of your discipline as well as the social, political and cultural spheres in which your work will be situated.
5. Develop a rich cultural community that actively engages creative practice in issues of ethics, sustainability and the political.

Course Outcomes

By the end of the course you will be able to:

1. Produce a high level of individual or collaborative work that acknowledges and potentially challenges current practices within both graphic design and the disciplines and communities associated with it.
2. Demonstrate advanced ability through making and thinking to research, investigate, describe and critique issues and situations thereby providing original insights into contemporary practice.
3. Demonstrate and apply highly developed and advanced practical and conceptual understanding of materials, techniques and processes and to raise questions for further study or professional development.
4. Show acquisition of appropriate skills and acumen in communication, presentation and autonomous learning in relation to career aspirations.
5. Develop your practice with respect to relevant issues of sustainability, ethics and the political.

Reference Points

UK Quality Code for higher education, including:

- Subject Benchmark Statement: *Master's degree characteristics*
- Framework for Higher Education Qualifications (FHEQ)

AUB Regulatory Framework and Postgraduate Assessment Regulations

AUB Creative Learning Plan

AUB Strategic Plan

AUB Employability Framework

Learning, Teaching and Assessment

Learning and Teaching Strategies

Lectures and Gallery Talks

Lectures are used to focus on issues and provide information for you as you progress through the course. They are generally followed by question and answer sessions.

Gallery talks usually take the form of an event supporting an exhibition and would include a presentation of work and/or dialogue with exhibitors that are drawn from a broad range of practitioners – such as artists, photographers, performers, designers, crafts persons, writers, critics and curators.

Seminars

Seminars are important opportunities for generating dialogue and interrogating practice. These explore issues related to practice in context and opportunities follow with student-led response seminars for specific aspects, issues or areas of individual and/or collective inquiry to be developed in detail.

Tutorials

Your Supervisors will ensure that you receive tutorials, academic guidance and pastoral care. Tutorials provide an opportunity for you to discuss your individual progress on the unit and on the course. They are used to air specific issues raised through the work, provide critical observation and recommend new direction and research strategies. The tutorial following a formal assessment is known as an assessment feedback tutorial.

Group Criticism

Group criticism involves all students and forms distinctive learning and teaching points in the year. Discussion primarily focuses on the individual work produced in the units and takes place mid-way through each phase. You will become confident in discussing and verbally articulating your illustration practice in preparation for working within the creative industries or further study.

Visiting Professionals

The course regularly invites visiting Illustrators, Agents and Designers to contribute to Professional Lecture Programme. These talks are vital, in that they enable you to understand how the creative industries really operate. These practitioners and industry specialists discuss their work, professional practice and industry experience. These visits energise the course as they engender lively and current debate.

Industry Liaison Groups (ILG)

The Illustration Course has an Industry Liaison Group that consists of illustration industry professionals. ILG members are drawn from professional practice and relevant industry related organisations, AUB academic staff, AUB technical support staff and AUB alumni. This group advises the Course Team and was specifically set up to maintain awareness of current developments/practices within the professional workplace and as a pro-active element with subsequent influence on curriculum design. The ILG has meetings at individually predetermined points throughout the academic year. The aim of this group is to support and advise on matters relating to student progression into the work environment and they play a significant role in informing illustration course reviews, course revalidation and the development of the professional aspects that are intrinsic to particular course units.

As an informal group, the industry related members, in view of personal commitments, do not necessarily attend every meeting, rather, an organic approach is adopted where different 'voices' are invited to be involved. The revolving nature of the group can in this way bring a more enlightened and diverse range of conversations and sharing of views.

Study Visits

These involve visits to galleries and museums, theatres and performances, design collections, trade fairs, expositions, biennales and design practices here in the UK, the EU and worldwide. There are added costs notified in advance of the visit. Your attendance at academic and illustration specific conferences is encouraged.

Using technology to assist learning

The University is systematically developing technology-enhanced approaches to learning. AUB learning technology provides access to a full range of course documentation and provides an effective mechanism for the maintenance of course and broader institutional communication.

Postgraduate network

While students at undergraduate level are encouraged to learn through their peers, at MA Level this is an imperative through peer learning and group work. Each member of the MA cohort across the Faculty of Art and Design is an active participant in learning and teaching, and through this postgraduate network, the sharing of good practice is established. Through involvement in cross-course groups, shared lectures and other MA activities you will work together with other MA students to form the postgraduate network that will facilitate a wider dialogue around Art and Design, sustainability, ethics, the political and the creative industries.

Full and Part Time Modes of Study

The part-time and full-time overlap offers the students several opportunities. The part-time students will have the valuable and informative experience of attending the critiques, group and individual presentations scheduled for full-time students providing them with relevant skills and knowledge. This will provide a real understanding of what is expected of them. In addition the full-time students will gain from part-time students' assistance in the preparation of their MA show. All new full-time and part-time cohorts will be welcomed by existing part-time students in their

second year of study and will be able to learn from their experiences of the course and of the University. Part-time students in their second year will be able to act as mentors to the new students.

As well as this dynamic synergy between the full- and part-time modes of study, it has to be recognised that the course is driven by the individual student's practice and research, and how they choose to contextualise this and make it work within the structure of the course. There are considerable points of contact between full and part-time (some of which are also noted above), but there are also key points where the PT and FT delivery diverge and during which the part-time students are required to work independently. An ability to study independently is the underlying principle of postgraduate courses and, students opting for the PT route on this course allow themselves the further 'space' in which to develop their practice and thinking. A consequence of this is more independent study, but progress is monitored via meetings with tutors, such as the mid-unit reviews for PT students.

It is important to note, then, that the course seeks a specific commitment from students, where they are able to balance the demands of periods of independent postgraduate study with the discussions, seminars, group critiques and tutorials/reviews. It is also crucial that the different study modes (PT and FT) are seen as something to be embraced, as a positive contribution to the course as a whole, enabling as they do, the integration of a wide range of approaches and experiences to practice and theory.

It is important to recognise that the designated weekly study hours for PT are half of those for FT students, and for reasons of parity, access to subject area resources and academic support must be understood commensurately. The longer study periods (x2) of each unit for PT students ensure that parity is clearly evident and accounted for between the two modes (FT and PT) of study. In this way, the overall study hours and proportionate access for each unit sustain parity of experience for FT and PT students.

Assessment

Each unit is assessed separately, and the assessment forms part of the unit. Assessment both provides a measure of your achievement, and also gives you regular feedback on how your learning is developing.

For every unit of your course, we will inform you of what you are expected to learn; what you have to submit; how your work will be assessed; and the deadline for presenting your work for assessment. This is made available through Unit Information, which is on your course blog.

You will receive a final mark for each unit in the form of a percentage, which will be recorded on your formal record of achievement (transcript). Each component of assessment is graded using a notched marking scale, whereby only certain marks are used within each grade. The only marks available within any ten-point band are *2, *5 and *8 (eg 62, 65, 68). These marks correspond to a low, mid, and high level of achievement within each grade band.

All learning outcomes must be passed to successfully complete the unit.

You are assessed, broadly speaking in two ways: formatively and summatively.

Formative assessment provides feedback that will help you to develop your learning. It should be seen as 'ongoing' assessment in the sense that it enables you to pinpoint strengths and weaknesses and address them appropriately. Formative assessment may take place in tutorials, seminars, critiques and other discussions about your work.

Summative assessment generally takes place at the end of a unit of study. It is an overall evaluation of your acquisition of the skills and knowledge developed in that part of the course.

There will be specific tutorials and formative assessment events once per term to make you fully aware of your progress on the course and monitor your development.

Assessment of collaborative work

In the event of collaborative work being produced and submitted for *collaborative* assessment it will generally follow the procedure outlined below.

1. The intention for assessed collaboration should be identified through the individual student's Study Plans and PDPs, and must have the prior agreement in principle of the Course Leader/relevant tutor(s).
2. A parity meeting will devise and implement an academically rigorous assessment method/procedure that will be submitted for approval of, and ultimately confirmation by, the Course Leader. Such confirmation will be conveyed to each student involved in the collaborative activity and agreement made with each that the procedure is fully understood.
3. An important component of this procedure will be a requirement for each student to provide a written (qualitative and quantitative) self-evaluation and evaluation of others' role within, and contribution to, the development and outcome of the 'submitted work'. These evaluations will be used to *inform* the assessment process.
4. Following assessment and the subsequent parity meeting, *individual* marks will be agreed that will create the 'practice' component of the overall unit mark.

**Submitted work* – understood here as a generic term to cover whatever the manner or form in which this may be offered – *presentation / performance / artefacts / et al.*

Distinction

A Master's Degree with Distinction may be awarded. Only units at Level 7 contribute towards the determination of a Distinction.

For further information on assessment and awards, and the criteria for the award of Distinction please visit: <https://viewpoint.aub.ac.uk>

Course Structure

All students are registered for the award of Master of Arts; however exit awards are available if you leave the course early. If you successfully complete a level of the course, you will automatically be entitled to progress to the next level.

For the award of Postgraduate Certificate (PGCert) you must have achieved a minimum of 60 credits at Level 7; and any specific requirements of the course as outlined in the Course Handbook.

For the award of Postgraduate Diploma (PGDip), you must have achieved a minimum of 120 credits at Level 7; and any specific requirements of the course as outlined in the Course Handbook.

For the award of Master of Arts (MA), you must have achieved 180 credits, of which a minimum of 120 credits must be at Level 7; and any specific requirements of the course as outlined in the Course Handbook.

Course Content

Strategies for Practice: Identification, comprises of a range of projects and a set brief that directs you to re-visiting the fundamental properties of illustration practice. Although such properties are likely to be familiar you will be encouraged to analyse and critically evaluate how and why they are manifested in your illustration practice. If your first degree was in a subject other than illustration, or if you are an international student who may be less familiar with working with visual thinking relating to narrative and sequence, these introductory projects will give you the opportunity to develop skills and adjust to new ways of working. If you are an experienced illustrator these projects will challenge you to articulate and question some of the basic assumptions that may underpin your illustration practice.

As the *Strategies for Practice* unit progresses you will be encouraged to survey promising areas of investigation in preparation for your Master's Projects 1 & 2. You will identify theories relevant to your emerging study focus and methods appropriate to these concerns for generating new knowledge and understanding.

Taught sessions, divide into two different kinds, there are MA *combined sessions* that are compulsory for all postgraduate network students to attend, and MA *specialist sessions*, which are particular to individual MA courses. MA specialist sessions require compulsory attendance for students on specific courses only but, if space permits, are open to all students on the postgraduate network.

Course Leaders will meet at the end of every year to plan combined sessions for the forthcoming year. This planning will take into account student numbers on each course. So for example, if student numbers permit, in week 1 you will participate in 'Inter-MA presentations' where you present your work to all students in the postgraduate network. If however this is impractical due to the number of students involved, then courses will work in pairs so that the students from two different courses will present to each other. Pairs of courses working in this way will rotate every year to ensure the relationships between all postgraduate network courses endure over time.

Master's Projects 1 & 2 involve periods of study that determine your major body of practical work. They contrast with the predominantly taught mode of delivery in *Strategies for Practice* and sustain and fuse the understanding and application of research methods, completion of plans and presentations to students and staff. *Master's Project 1: Exploration* will require you to formalise and articulate your intentions in a Study Plan, and to interrogate contextual issues relevant to your study focus through your illustration practice.

In *Master's Project 2: Resolution* you will carry through your plan of action identified in the Study Plan and establish ways of presenting, resolving and disseminating the outcomes of your project in ways that communicate to both specialist and non-specialist audiences.

Intellectual Property Rights for the Creative Industries

Intellectual Property Rights for the Creative Industries is a much discussed topic when considering the social and economic impact such rights may on the success of new creative businesses and enterprise initiatives.

Intellectual Property Rights are the rights given to persons over the creations of their minds. They usually give the creator an exclusive right over the use of his/her creation for a certain period of time.

Intellectual Property Rights [IPR] for the Creative Industries can be complex; the changing technology landscape has clearly impacted on previous business models and IPR strategies.

It is recognized that any IPR for the Creative Industries needs to strike a balance between the protection of innovation and the interests of society as a whole.

New Creatives entering industry need a keen awareness of the new synergies emerging between direct income generating opportunities and the wider more diversified business strategies that include: value, brand, share holder value etc.

The creation of value through providing services is now at the heart of many new business plans, the key challenge being how to translate free services/value/brand into income generation and financially viable business models.

A series of specialist Lectures and workshops will offer an introduction to IPR for the Creative Industries. Each subject specialism will have a specific 'take' and present Case Studies of new business concepts which have successfully implemented IPR.

Course Units

Unit Code F/T	P/T	Unit Title	Credit Weighting
ILF756	ILP756	Strategies for Practice: Identification	60
ILF757	ILP757	Master's Project 1: Exploration	60
ILF758	ILP758	Master's Project 2: Resolution	60

Course Diagram

This diagram shows the proposed start/end dates for each unit and shows teaching weeks only; holiday periods are not included. Further information on the structure of each unit will be included in the online Unit Information which is available on your course blog.

Level 7 full-time mode of study (45 weeks over 53 weeks)													
	Term One				Term Two				Term Three				
0	Weeks 1-15				Weeks 16-30				Weeks 31-45				
	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEP	
Induction week	ILF756 Strategies for Practice: Identification (60 credits)				ILF757 Master's Project 1: Exploration (60 credits)				ILF758 Master's Project 2: Resolution (60 credits)				Assessment of Master's Project 2 exhibition Submission and assessment of PDP Professional Evaluation

Level 7 part-time mode of study (90 weeks over 105 weeks)

0 week	1-30 weeks		31-60 weeks		61-90 weeks	
Induction week	<p>ILP756 Strategies for Practice: Identification (60 credits)</p>	Assessment	<p>ILP757 Master's Project 1: Exploration (60 credits)</p>	Assessment	<p>ILP758 Master's Project 2: Resolution (60 credits)</p>	<p>Assessment of Master's Project 2 exhibition</p> <hr style="border-top: 1px dashed black;"/> <p>Submission and assessment of PDP Professional Evaluation</p>

Resources

University Resources:

Library

The course is supported by a Subject Librarian who liaises closely with the team to ensure that the Library resources are relevant and meet student and staff research needs. As part of the AUB's Information Literacy Framework, the Subject Librarian provides sessions on researching and using information, as well as individual support for students in the use of Library resources.

The Library holds an excellent range of specialist learning materials including books, journals, CDs, DVDs, and newspapers. It has subscriptions to a wide range of specialist electronic resources focusing on art, design, media and performance, including e-books and e-journals. The Library's facilities include computers, a viewing room, and a silent reading room.

The Library consistently receives high scores in both the in-house and national student surveys which are carried out annually.

Digital Learning Resources

The University provides a range of computing hardware and software applications for use in general purpose locations such as the library and computer studios, as well as high quality and specialist resources linked to subject specialisation. You will be able to use Microsoft Office and Adobe Creative Suite on the majority of computers in the University and have access to industry standard digital resources and computing appropriate for your subject in course areas.

We have a comprehensive wireless network and our new virtual learning environment (VLE) can be used on desktop, laptop and mobile devices. The VLE, called MyAUB, provides a customisable portal to a variety of course and university related information including timetables, email, course handbooks, resource booking and online learning materials.

Support for digital learning resources is provided by a network of University staff. Course related equipment is cared for by Technician Demonstrators and library information resources is supported by library staff. General computing support and advice on your own equipment is provided by our Digital Campus Services Team who provide a servicedesk facility. The Service Desk is located in the Library, and their email address is: servicedesk@aub.ac.uk.

Museum of Design in Plastic (MoDiP)

MoDiP is a registered museum of 20th and 21st century design and popular culture with a focus on plastics. Its collection is unique within the UK and has been developed to support teaching and learning at Arts University Bournemouth.

There are many ways in which MoDiP can play a part in your studies:

- as a source of inspiration – large numbers of items may be viewed, handled and explored in depth, drawn, photographed and filmed
- as the focus of a brief for products and projects relating to course work
- as an exhibition venue – your work can be displayed in relation to the collections and exhibitions and events may be mounted in the museum space

The Museum is in a purpose built space within the Library, designed with wheelchair access in mind, and has the same opening hours as the rest of the University for the viewing of exhibitions. Objects not on display can be borrowed and taken to the studio. To see what is available, go to the MoDiP website (www.modip.ac.uk).

TheGallery

TheGallery is a major resource for contemporary visual art at Arts University Bournemouth and has received regional and national recognition. There are regular gallery events, including collections on loan from galleries and museums, as well as individual exhibitions by some of today's leading artists, photographers, designers and critical writers.

It also functions as a learning resource and is integrated into the teaching, learning, and research practice undertaken at the University.

text + work is the ethos which underpins the exhibition programme at Arts University Bournemouth. The **text + work** concept promotes and provides a forum for challenging dialogue between innovative contemporary art, design, media and performance practice and its theoretical context.

There are **text + work** gallery events, critical texts, shared and networked exhibitions and a **text + work** website.

Student Support

Academic Guidance

Academic staff are responsible for providing you with feedback on your work and your general academic progress, and for providing academic support and guidance through the course. This is provided through “critiques” and written feedback, as well as guidance on practical work and informal discussion about your concerns. These sessions may be individual or, in the case of collaborative work, in small groups.

Academic tutorials are scheduled to allow you to discuss in depth matters relating to creative or theoretical work, or the course in general. You will be entitled to at least one formal academic tutorial per term with a nominated member of the course team.

Support and advice is also provided on an informal basis throughout the course, through discussions between staff and students.

The University also has a team of Study Skills Tutors who can support you with your academic work such as essays, dissertations and presentations. This service is available to all students to access. You can book tutorials for individual or group sessions at the Student Services reception. The team also run regular lunchtime

study skills workshops and drop in sessions which can help support you in your studies.

Career Education, Information and Guidance

You will be prepared for employment, and given the opportunity to learn about the various career options available to you, through a wide range of projects which may include live briefs or external competitions. Academic staff remain very familiar with the discipline, and will often still work in the field, and are also able to advise on specific opportunities.

The Careers and Employability Service within the University offers impartial, confidential advice, support and guidance, to help you explore and develop your career ideas and manage your future career successfully. The service offers individual career guidance appointments, as well as advice on job seeking strategies, CVs and interview skills, self-employment / freelancing, and further study opportunities.

The Senior Employability Officer holds regular lunchtime lectures, which cover a range of popular careers topics, including Postgraduate study and funding, Career planning, Networking and self-marketing, and Teaching as a career. Full details and dates of forthcoming lectures are available on the Careers and Employability intranet pages (Viewpoint) and on the Student Services notice boards.

The Careers and Employability Service also offers specialist events, working in partnership with local employers, AUB alumni, and external agencies to bring together a range of art, design, media, performance and business expertise.

For more information, or to make an appointment, please contact careers@aub.ac.uk or call +44 1202 363355. You can also drop in to Student Services on campus between 8.30am and 5pm, Monday to Thursday, and between 8.30am and 4.30pm on a Friday.

Support for students with disabilities (including dyslexia)

The Arts University Bournemouth is firmly committed to a policy of equal opportunities for all students and positively welcomes applications from people with disabilities and/or additional needs. Throughout all aspects of University life, we actively encourage and support the participation of students with disabilities. We aim to support disabled students by offering needs assessments and support plans which enable you to achieve your personal goals.

The Learning Support team provides academic support for students with specific learning difficulties including dyslexia. We ask all new Home students to complete a 'Quickscan' screening programme when they join the University. This screening is designed to check your learning style (the way you learn best) and whether you might have signs of dyslexia. If appropriate, you will be referred to an educational psychologist for a full assessment.

Students with a specific learning difficulty such as dyslexia are able to access individual tutorials aimed at improving your independent study skills, and are

supported in applying for the Disabled Students' Allowance, which can provide specialist equipment and, if appropriate, personal support.

The Senior Disability Officer and Wellbeing Officer provide ongoing support and advice for students with all other types of disability, including mental health difficulties, physical disabilities, medical conditions and sensory impairments. The Wellbeing service is a free and confidential service offered by the University to all students. The Senior Wellbeing Officer is based in Student Services and is able to provide specialist advice, information and practical strategies to help students manage personal concerns or concerns they may have for a friend. Accessing the wellbeing service at an early stage may prevent more serious issues developing and help students to feel more in control of their situation.

The Arts University Bournemouth has a duty to anticipate the needs of disabled students, and to make "reasonable adjustments" to ensure that these students can access education and related services. If you feel that some aspect of the learning, teaching or assessment on your course places you at a disadvantage because of your disability, please contact the Senior Disability Officer within Student Services, who will be happy to work with you and your course team to identify any appropriate reasonable adjustments. Contact wellbeing@aub.ac.uk or telephone 01202 363291.

Academic support for students for whom English is a second language

If English is not your first language, AUB has a team of specialist English for Academic Purposes (EAP) lecturers who provide personalised guidance and support with the academic aspects of your course. You can book tutorials with them for individual assistance.

At the beginning of your course you will be invited to complete an academic skills needs assessment. One of our English for Academic Purposes (EAP) team will review this with you in a follow-up tutorial. If you feel you would benefit from additional advice and support, the EAP tutor will work with you to draw up an Individual Learning Plan which will set out a structured approach to developing your use of academic language and study skills. This may, for example, include helping you to develop strategies for interpreting assignment briefs, working on the structure of your written work or developing your proof-reading skills. Your Individual Learning Plan will be reviewed periodically and shared with your course tutor, if requested, so that they are aware of the work you are doing to improve your use of language and study skills.

Throughout the academic year the EAP service also offers Study Skills Workshops. Further details can be found at:

<http://aub.ac.uk/international/english-not-first-language/international-student-support/>

Pastoral support and guidance

Support and advice on non-academic matters is provided through trained and qualified professional staff within Student Services. We have a team of professionally qualified male and female counsellors, with appointments available during weekdays. Talking to a counsellor in a safe, non-judgemental and confidential setting can enable you to work through your problems with the aim of reaching a solution. Students wanting to access the service can book by email, phone or by

coming into the Student Services reception. The AUB Counselling Service is student focused and we offer single therapeutic sessions with a counsellor for one hour. If your situation is very urgent and you are extremely emotionally distressed, we also have a crisis support service where the aim is that one of our counsellors or the Wellbeing Officer will see you as soon as possible.

Pastoral support is also available from the AUB Chaplaincy. The Chaplaincy at Arts University Bournemouth is shared with Bournemouth University and is an inclusive Chaplaincy, which welcomes people of all faiths and none. The Quiet Room and the Islamic Prayer Room are in regular use by staff and students, and meetings with ministers of any faith can be arranged.

Advice and support with practical issues such as funding, accommodation or childcare is available from the Student Advice, Funds and Accommodation Office within Student Services.

Monitoring the quality of your course

The course is subject to the University's rigorous quality assurance procedures which involve subject specialist and internal peer review of the course at periodic intervals, normally of 5 years. This process ensures that the course remains up to date, and is preparing you for a career within the creative industries while also delivering a high quality student experience.

In addition all courses undertake an Annual Course Review which takes account of relevant information such as:

- External Examiners' Reports
- Key statistics including data on application, retention and achievement
- Results of the National Student Survey
- Results of the in-house Student Perception Survey
- Feedback from Student Representatives
- Feedback from relevant employer groups, including the course Industry Liaison Group

All courses develop an action plan arising out of this exercise, which is monitored by the University. Your student representatives can keep you informed about progress against the action plan.

Staff development priorities for the course team as a whole are identified through the Annual Course Review process, and for individuals through the Staff Performance Review process.

Indicators of Quality and Standards

The Arts University Bournemouth was granted taught degree awarding powers by the Privy Council in 2008; and University status was conferred in 2013. All students on taught higher education courses are enrolled on a course validated by the University.

A new Teaching Excellence Framework has been introduced to recognise excellent teaching. AUB was given a Gold award, reflecting the high quality of the academic student experience.

The University was audited by the QAA in May 2011 and received a judgement of 'Confidence' in the management of the academic standards of its awards, and its management of the quality of learning opportunities. This is the best available outcome, and confirms that our quality assurance mechanisms are robust, meaning that we can have full confidence in the standard of course outcomes, and the quality of the educational experience we deliver.

More detailed information is available in the HE Student Regulations, Viewpoint and on your course blog