



ACE Study Skills Workshops for Higher Education All Partners

January – April 2024

Welcome (or welcome back) from the ACE team!

The Academic Community of Excellence (ACE) team provide guidance alongside your classes on subjects such as how to write in an academic style, how to read smarter rather than longer, how to reference accurately as well as computing and mathematics. You can make a group or one-to-one tutorial, attend our online workshops as well as read our resources and watch our videos on your virtual learning environment (VLE).

Below is our workshop schedule for a range of [study skills topics](#) we run throughout the semester. We repeat each session at different points throughout the week and semester, as well as providing support through video guides to help you recap.

How to join a workshop

The easiest way to join a workshop is by going to our [booking page](#). Here you can see when each session is taking place. To book, please select the date of the workshop on the calendar. Then book the session to receive an email, add to your calendar and get a reminder 12 hours before. It is not mandatory to register.

Alternatively, you can simply click on the link below at the time of the session

<https://qa-learning.webex.com/meet/JMcGrath>

If you are calling in, dial +44 203-478-5289 then enter the access code: 700 498 436

These sessions will be delivered via WebEx Meetings, so we recommend you watch this [quick video](#) on the online platform to get you started.



Unsure what workshops to attend? Then try our [academic skills quiz](#) to check where you need to improve.

January				
Date	Time	Topic	Level	Video Guide
18-Jan Thursday	12:30	Academic Style A look at the conventions of academic writing and tips on how to develop your academic style	Essentials - Intermediate	The ACE Team Academic Writing Skills - Academic Style Video Guide - YouTube
19-Jan Friday	14:00	Academic Grammar and Vocabulary . A look at different aspects of style and language required for academic writing.	Essentials	The ACE Team - Expanding Academic Vocabulary Video Guide - YouTube
24-Jan Wednesday	12:30	Generative AI and Criticality: A look into how to use generative AI tools in a critical way in your studies, with a strong emphasis on the importance of keeping your own voice and adhering to ethical guidelines and your university's academic misconduct policy.'	Essentials - Advanced	Coming Soon
25-Jan Thursday	17:30	Analysis and Evaluation: A hands on look at the fundamentals of what it means to analyse and evaluate in everyday life and academia	Essentials	The ACE Team - Analysis and Evaluation Video Guide - YouTube
30-Jan Tuesday	12:30	Academic Grammar and Vocabulary . A look at different aspects of style and language required for academic writing.	Essentials	The ACE Team - Expanding Academic Vocabulary Video Guide - YouTube
February				
Date	Time	Topic	Level	Video Guide



03-Feb Saturday	10:00	Critically Building an Argument :Explores the differences between descriptive and critical writing and looks at how to develop a line of reasoning to build up arguments in your work.	Intermediate	The ACE Team Criticality - Criticality Advanced - YouTube
06-Feb Tuesday	13:30	Generative AI and Criticality :A look into how to use generative AI tools in a critical way in your studies, with a strong emphasis on the importance of keeping your own voice and adhering to ethical guidelines and your university's academic misconduct policy.'	Essentials - Advanced	Coming Soon
07-Feb Wednesday	12:30	Analysis and Evaluation : A hands on look at the fundamentals of what it means to analyse and evaluate in everyday life and academia	Essentials	The ACE Team - Analysis and Evaluation Video Guide - YouTube
07-Feb Wednesday	16:30	Solent Referencing - How to Reference. A look at the rules of Harvard Referencing and how to use the guide effectively.	Essentials	The ACE Team - Academic Integrity: An Introduction to Referencing - Solent University - YouTube
08-Feb Thursday	13:30	Getting started on your assignment : This workshop discusses common problems with time management, finding and retrieving information, finding a thread and getting started on writing.	Essentials	The ACE Team - Getting started on your assignment - Part 1 - YouTube
13-Feb Tuesday	13:30	University of Roehampton - How to Reference. A look at the rules of Harvard Referencing and how to use the guide effectively.	Essentials - Advanced	Harvard Referencing Video Guide
13-Feb Tuesday	19:00	Getting started on your assignment : This workshop discusses common problems with time management, finding and retrieving information, finding a thread and getting started on writing.	Essentials	The ACE Team - Getting started on your assignment - Part 1 - YouTube
14-Feb Wednesday	19:00	Reading and Note Taking : This session will look at the importance of reading for your studies, strategies to read more efficiently and effectively, and note taking skills.	Essentials	The ACE Team - Note Taking - YouTube



15-Feb Thursday	12:30	Generating ideas with generative AI: We will discuss how to use generative AI tools in your assignments, ethically and responsibly. We'll look at how to generate possible ideas for assignments using AI tools, how to create useful prompts to input into AI tools and how to critically analyse results from generative AI platforms.	Essentials	Coming Soon
15-Feb Thursday	16:30	Ulster Referencing Workshop: How to Reference. A look at the rules of Harvard Referencing and how to use the guide effectively.	Essentials - Advanced	The ACE Team - Ulster University Referencing Video Guide - YouTube
17-Feb Saturday	10:00	Delivering Online Presentations: This session will look at the range of skills and techniques needed to make effective online presentations in university by exploring types and features of online presentations as well as tips for virtual presentations	Intermediate	Coming Soon
20-Feb Tuesday	12:30	Reading and Note Taking: This session will look at the importance of reading for your studies, strategies to read more efficiently and effectively, and note taking skills.	Essentials	The ACE Team - Note Taking - YouTube
21-Feb Wednesday	12:30	Delivering Group Presentations: This workshop will look at a range of techniques needed to deliver effective group presentations. We will explore a range of tips and features required when preparing a group presentation face to face or online.	Intermediate	Coming Soon
22-Feb Thursday	12:30	London Met Referencing - How to Reference. A look at the rules of Harvard Referencing and how to use the guide effectively.	Essentials	The ACE Team - London Metropolitan Referencing Video Guide - YouTube
23-Feb Friday	12:30	How to Read an Academic Article: This workshop guides students on reading strategies for academic journal articles. It covers the key components of articles and suggests processes for reading efficiently. We discuss how to use articles effectively for different purposes in writing and research.	Intermediate	Coming Soon
27-Feb Tuesday	12:30	Delivering Online Presentations: This session will look at the range of skills and techniques needed to make effective online	Essentials	Coming Soon

		presentations in university by exploring types and features of online presentations as well as tips for virtual presentations		
27-Feb Tuesday	17:30	Using Reading in your Writing (Essentials): A look at how and why writers incorporate ideas and details from their reading in their writing and how you can do this in your own assignments.	Essentials	Coming Soon
29 Feb Thursday	13:30	Paragraph Structure: This session examines what a paragraph is, its function within an assignment, its essential components, and possible structural options.	Essentials	Coming Soon
March				
Date	Time	Topic	Level	Video Guide
01-Mar Friday	12:30	Ulster Referencing Workshop: How to Reference. A look at the rules of Harvard Referencing and how to use the guide effectively.	Essentials - Advanced	The ACE Team - Ulster University Referencing Video Guide - YouTube
02-Mar Saturday	11:00	Generating ideas with generative AI: We will discuss how to use generative AI tools in your assignments, ethically and responsibly. We'll look at how to generate possible ideas for assignments using AI tools, how to create useful prompts to input into AI tools and how to critically analyse results from generative AI platforms.	Essentials	Coming Soon
05-Mar Tuesday	12:30	London Met Referencing - How to Reference. A look at the rules of Harvard Referencing and how to use the guide effectively.	Essentials	The ACE Team - London Metropolitan Referencing Video Guide - YouTube
05-Mar Tuesday	19:00	Paragraph Structure: This session examines what a paragraph is, its function within an assignment, its essential components, and possible structural options.	Essentials	Coming Soon
06-Mar Wednesday	13:30	Ulster Referencing Workshop: How to Reference. A look at the rules of Harvard Referencing and how to use the guide effectively.	Essentials - Advanced	The ACE Team - Ulster University Referencing Video Guide - YouTube



06-Mar Wednesday	19:00	How to Read an Academic Article: This workshop guides students on reading strategies for academic journal articles. It covers the key components of articles and suggests processes for reading efficiently. We discuss how to use articles effectively for different purposes in writing and research.	Intermediate	
07-Mar Thursday	14:00	Solent Referencing - How to Reference. A look at the rules of Harvard Referencing and how to use the guide effectively.	Essentials	The ACE Team - Academic Integrity: An Introduction to Referencing - Solent University - YouTube
07-Mar Thursday	19:00	Delivering Group Presentations: This workshop will look at a range of techniques needed to deliver effective group presentations. We will explore a range of tips and features required when preparing a group presentation face to face or online.	Intermediate	Coming Soon
08-Mar Friday	12:30	University of Roehampton - How to Reference. A look at the rules of Harvard Referencing and how to use the guide effectively.	Essentials	Coming Soon
09-Mar Saturday	10:00	Using Reading in your Writing (Essentials): A look at how and why writers incorporate ideas and details from their reading in their writing and how you can do this in your own assignments.	Essentials	Coming Soon
12-Mar Tuesday	13:30	Northumbria Harvard Referencing: How to Reference. A look at the rules of Harvard Referencing and how to use the guide effectively.	Essentials - Advanced	Harvard Referencing Video Guide
12-Mar Tuesday	19:00	Academic Style A look at the conventions of academic writing and tips on how to develop your academic style	Essentials - Intermediate	The ACE Team Academic Writing Skills - Academic Style Video Guide - YouTube
13-Mar Wednesday	13:30	Northumbria APA Referencing: How to Reference. A look at the rules of APA Referencing and how to use the guide effectively.	Essentials - Advanced	APA Referencing Video Guide
14-Mar Thursday	17:30	Writing Introductions and Conclusions: This workshop will look at the basic features of effective introductions and conclusions.	Essentials	The ACE Team Academic Writing Skills - Introductions



				and Conclusions - Part 1 - YouTube
15-Mar Friday	12:30	Using Reading in Your Writing (Intermediate): A look at the choices writers can make when they incorporate points from their reading in their writing	Intermediate	Coming Soon
20-Mar Wednesday	12:30	Critically Building an Argument : Explores the differences between descriptive and critical writing and looks at how to develop a line of reasoning to build up arguments in your work.	Intermediate	The ACE Team Criticality - Criticality Advanced - YouTube
21-Mar Thursday	12:30	Proof Reading and editing: This workshop explores the importance of improving written academic work though teaching strategies for editing and proofreading academic work.	Essentials	The ACE Team Academic Writing Skills - Editing and Proofreading Your Work - YouTube
23-Mar Saturday	10:00	Advanced Reflection: Looks at the importance of reflection, theoretical approaches and structure of reflective writing.	Advanced	The ACE Team Reflective Writing - Your Guide to Reflective Writing - YouTube
26-Mar Tuesday	12:30	Using Reflective Models : This workshop focuses on how different models can be used to reflect on your experience.	Essentials	The ACE Team - Using Reflective Models - YouTube
27-Mar Wednesday	16:00	Advanced Reflection: Looks at the importance of reflection, theoretical approaches and structure of reflective writing.	Advanced	The ACE Team Reflective Writing - Your Guide to Reflective Writing - YouTube
27-Mar Wednesday	19:00	Using Reading in Your Writing (Intermediate): A look at the choices writers can make when they incorporate points from their reading in their writing.	Intermediate	Coming Soon

April



Date	Time	Topic	Level	Video Guide
02-Apr Tuesday	19:00	Writing Introductions and Conclusions: This workshop will look at the basic features of effective introductions and conclusions.	Essentials	The ACE Team Academic Writing Skills - Introductions and Conclusions - Part 1 - YouTube
03-Apr Wednesday	19:00	Using Reflective Models: This workshop focuses on how different models can be used to reflect on your experience.	Essentials	The ACE Team - Using Reflective Models - YouTube
04-Apr Thursday	17:30	Proof Reading and editing: This workshop explores the importance of improving written academic work through teaching strategies for editing and proofreading academic work.	Essentials	The ACE Team Academic Writing Skills - Editing and Proofreading Your Work - YouTube
10-Apr Wednesday	16:00	Solent Referencing - How to Reference. A look at the rules of Harvard Referencing and how to use the guide effectively.	Essentials	The ACE Team - Academic Integrity: An Introduction to Referencing - Solent University - YouTube
23-Apr Tuesday	13:30	Northumbria APA Referencing: How to Reference. A look at the rules of APA Referencing and how to use the guide effectively.	Essentials - Advanced	APA Referencing Video Guide
24-Apr Wednesday	13:30	Northumbria Harvard Referencing: How to Reference. A look at the rules of Harvard Referencing and how to use the guide effectively.	Essentials - Advanced	Harvard Referencing Video Guide