How to Find DDS Student Support Adjustments on SOLE Guide for PATs

- **1.** On website Staff Homepage click on 'SOLE for Staff' link (top left corner)
- **2.** On the page that opens click on Staff Home Page—see below:

University of Worcester	Staff Notices	Staff Home Page	Help	
				Logged In:

The screen below will then be displayed:

E Below is a list of your Tutees. Please click on the View Current Tutees' link to see a more in depth report of your tutees					
💬 There is the option to view your previous tutees by clicking on the View Previous Tutees' link at the bottom of the page					
💬 If any of this information needs	s adjusting, please contac	t your PAS team			
Your Information					
	eleted with ellet have				
to view the courses you are asso	clated with, click here				
Useful Links					
Andersia Televice of the University					
Academic Tutoring at the University of Worcester					
Convert Televe					
View 28 Current Tuteon					
view 20 Guiterit Tutees					
Search:					
Namo	L Status	Attendance	Lovel	Pouto	
Name	41 Status	Attendance	Level	Route	
	Current	Full time	5		
	Current	Full time	6		

3. Click on the 'View # current tutees' link The current tutees will then be listed

Current Tutees						
Key: Indicates international student					Awards Predict award	
19	Start: 12/Sep/2022	22 Passed, Progress to next level	View Quals	>>	Entitlements	
	Status: Current	16/Jun/2023			Modules Taking	
	Mode: Full time				Module Results	
	Level: 5				Feedback Attendance	
	Route:				Students view of attendance	
					Awards Predict award	
					_	
(Å	Start: 18/Sep/2023		View	>>	Modules Taking	
	Status: Current, new student		Quais		Module	
	Mode: Full time				Results Feedback	
	Level: 4				Attendance Students view	

- On the right-hand side there is a list of options for each student.
- **4.** If a student has a Reasonable Adjustment Plan (RAP) click on the top link will be 'Entitlements'.
 - This will bring up a screen which includes the support adjustments:

Some students have asked us to disclose their disability so you have a better understanding of why they need support. In these cases you will see their disability displayed together with links, where available, to specific strategies for creating inclusive programmes of study (SCALE - scale.wp.worc.ac.uk/)					
*Exams with a scribe/reader or dictation software: students using this support will require a separate room and 25% extra time allowance to compensate for the time lapse incurred in using this provision. If you see a separate time allowance stated in the student's entitlements this is NOT cumulative e.g. 25% + exam scribe does NOT equal 50%, it is equal to 25% in tota.					
Name	Academic tutor	Photo	RAP	Adjustments and support info	
		1944 	View	Lectures Use of recording software/devices to assist with your learning. You are advised to liaise with your lecturers (see note to student section for guidance). Requires course and lecture materials to be provided in advance using digital formats Exams 25% extra time for written exams/in-class tests Requires rest breaks (up to 25% extra time) Student will bring food, drink or medication into the exam Disability Info Diabetes	

The page shows the teaching and exam adjustments recommended to support the student.

These are based on evidence and a discussion with the student.

Note:

For each student more information on any additional impacts or the way the student might present are included in full version of the Reasonable Adjustment Plan (RAP).

This can be viewed by clicking on 'view' in the Reasonable Adjustment Plan (RAP) column highlighted in the red box in image above.