

# VIRTUAL LEARNING GUIDE

## FOR STUDENTS

Virtual learning has been introduced to ensure that our current and any potential learners continue to study in sectors that will help them gain or progress in employment.

### HOW WILL VIRTUAL LEARNING BE DELIVERED?

- It is expected that you will follow a daily timetable; lessons will be structured and delivered daily Monday to Friday. (see delivery programme)
- Lessons will be taught via a range of methods including, Zoom, Canvas our online delivery platform and google classroom.
- We advise that you attend all live online sessions. Lessons are recorded and uploaded to Canvas for those who need to catch up.
- A range of resources such as videos, written content, quizzes and assessments will be available to help you learn.
- If you have any questions or do not understand an element of the programme, you can contact your tutor via telephone email, Zoom and canvas.
- A range of staff will deliver tutorials Zoom sessions with you for example you will learn employability skills, digital skills and safeguarding.
- Your trainer will provide continual feedback on your work and progress.

### WHAT YOU CAN EXPECT FROM FREE2LEARN

- Learning materials and resources will be engaging and made available through a variety of methods.
- Trainers will make themselves available daily between the hours of 9.45am till 3.45pm.
- Trainers will respond to learner queries within 24hrs.
- Trainers will provide support to all learners to ensure that all learners achieve their qualifications.
- Trainers will provide continuous assessment feedback.

### WHAT WE EXPECT FROM YOU

- You will need to have access to the internet and a laptop or tablet.
- Be organised and available at mandatory times
- Be able to work at a desk without distractions.
- Stay focused and committed to the programme.
- Actively seek support if you find something difficult.
- Ensure you eat, sleep and keep healthy throughout the programme.