Introductory Course Rep Training in 2022-23
CRT options and support from sparqs

Introduction

This is a summary of sparqs support available to institutions in Scotland for delivering Introductory Course Rep Training (CRT) to student reps.

Training for student reps (such as course reps) is an important factor in ensuring the effectiveness of your systems for student representation. We understand that colleges and universities have a variety of methods to train and support their reps and sparqs can support you, whatever you do.

Detailed below are some of the ways in which Introductory CRT can be delivered.

sparqs CRT

There are two elements to our training, a module of self-study which is followed up by a workshop.

Part 1: Online self-directed study module

Reps study the course module independently, which can take up to 2 hours. It covers the basic concepts of representation and partnership, the tasks that a rep typically undertakes within the course rep cycle, and some tools and techniques for effective practice.

The online course is developed by sparqs and usually installed on the institution's VLE. We liaise with your IT team to have this module installed. In most cases you can ask your IT team for student data, including those registered, progress made and completers.

Diversity of Course Reps

At the beginning and end of the module there is a survey which feeds back into the sparqs' SurveyMonkey account. The data we collect is completely anonymous and is used to gather feedback about the module. In addition to the evaluation data, we ask (optional) questions relating to our Diversity of Course Reps area of work. This is part of a project to measure the diversity of programme reps across Scotland. The data will be shared with you and will create an evidence base for supporting future initiatives designed to improve diversity and create a more inclusive culture. Further information can be found on our [website](#), but if you have any questions about the project, please contact Patrycja Mitrut, Development Consultant - Patrycja.mitrut@sparqs.ac.uk.

Part 2: Online Workshop

This takes place over Zoom and is facilitated by sparqs' Associate Trainers (ATs). The workshop develops the concepts introduced in Part 1, through a series of interactive learning activities and discussions.

You book the workshop element with us directly, at a time and date that is best for your students. All we ask is that you publicise the workshops booked and get your reps to sign up to attend - we do the rest. Those who attend the workshop will receive a certificate of completion. We will also compile (anonymous) evaluation data and send it to you twice a year so that you know how the training is going and the difference it makes.

Further information on the AT Scheme is available on our website on the [sparqs' Associate Trainer scheme](#) webpage.

Institutional Associate Trainers (IAT) scheme

This method is where you recruit or appoint your own students to be trainers within your college or university. We can also train staff members to deliver CRT.

In this case, we ask new trainers to attend a free training course delivered by sparqs, between 23rd-26th August 2022 (precise dates and location to be confirmed). sparqs' CRT materials will be used and given to you to deliver in your college/university.

The training will be aimed at delivering in an online environment – so do please let us know if you have plans for training to take place in person, i.e. physically together in a room.

Institutions who take part in the IAT scheme can also use sparqs' Part 1 online module (detailed above). However, we understand that some institutions have developed their own module, in which case, you may want to tailor the workshop element to complement your module.

If you decide on this option, then we will pay for your students to attend the training in August and ask that you send us basic statistics twice a year about the training you have delivered.

Institutions planning to send IATs to sparqs' training in August should start recruitment of IATs well in advance of this date.

Further information on the IAT Scheme is available on our website on our Institutional Associate Trainer scheme webpage.

Institutional Delivery

If you develop and deliver your own CRT, there are still ways that sparqs can support you. This could be assisting with updating materials, or deciding on the best method of delivery, whatever your circumstances. Please do get in touch to see how we can help.

Get in touch

If you would like more information or would like to discuss further, please contact Nicola Cameron, Business Manager - nicola.cameron@sparqs.ac.uk.