

## Teaching Qualification - Further Education (TQFE)

University of Stirling

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## What previous students have said

"My career has been my focus for many years but the degree has forced me out of my comfort zone and to develop my skillset and knowledge, which ultimately will allow me to help others."



Quote from: Bachelor of Arts in Teaching Qualification for Further Education with Education

"The programme was very well rounded and had the perfect and essential mix of theory and practice. The programme staff were also extremely supportive and recognised our diverse backgrounds."



Quote from: Master's Programme in Teaching Qualification for Further Education with Education

### Susan McIntosh

Tertiary Education (TQFE)

The highlight of being a student at Stirling University is that I have met lots of new friends and to great being around diverse people. It has given me the skills and qualifications I require to progress onto my chosen career path. The skills and knowledge that I have obtained through both the taught and practical elements of the course has been invaluable. It has given me a greater understanding of what it means to be an educator. It has also increased my confidence and helped me to have the ability to be successful in an educator role.



"I have met lots of new friends and the great being around diverse people."

## TQFE Programmes

- Pre-service (approx. 35 students)
- In-service (approx. 70 students)



## Programme Summary document

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Teaching Qualification (Further Education)

Pre-Service Programme

2017/18

BSc in Teaching Qualification for Further Education and University Education  
Postgraduate Diploma in Tertiary Education with Teaching Qualification (Further Education)

The research is available in the Open Access Repository




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Issued 2017-08-08

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## TQFE Qualifications

- University Diploma (HNC required for admission)
- BA (HND required for admission)
- Postgraduate Certificate (first degree required for admission)



Programme Summary document (pages 2 & 4)

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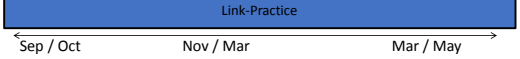
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## TQFE – Pre-Service Outline

Learner Diversity  
(LD)

Teaching & Assessment  
(T&A 1)  
(T&A 2)

Professional development  
(PD)

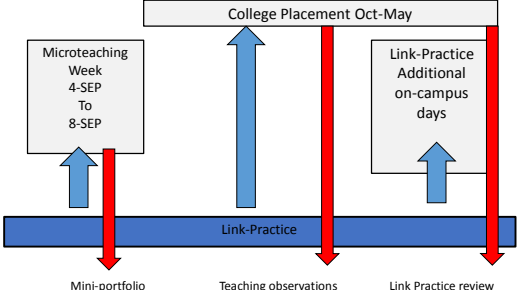


Academic Year

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## TQFE – Pre-Service Link-Practice



The diagram shows a central blue bar labeled 'Link-Practice' spanning from 'Mini-portfolio' to 'Link Practice review'. Above this bar, a grey box labeled 'College Placement Oct-May' is shown with a blue arrow pointing up to the Link-Practice bar. To the left, a grey box labeled 'Microteaching Week 4-SEP To 8-SEP' has a blue arrow pointing up to the Link-Practice bar. To the right, a grey box labeled 'Link-Practice Additional on-campus days' has a blue arrow pointing up to the Link-Practice bar. Red arrows point down from the top of the Link-Practice bar to the labels 'Mini-portfolio', 'Teaching observations', and 'Link Practice review'.

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## Schedule of teaching days

Teaching days  
All dates are provisional until the university teaching timetable is confirmed in August.

WED 30-AUG 2017	Administrative induction / registration
MON 4-SEP TO FRI 8-SEP 2017	Link Practice - Micro teaching week
WED 13-SEP 2017	Link Practice - Preparing for placement
WED 20-SEP 2017	Learner Diversity (Day 1)
WED 27-SEP 2017	Link Practice - Assessment process in PE
WED 4-OCT 2017	Learner Diversity (Day 2)
WED 11-OCT 2017	Learner Diversity (Day 3)
WED 18-OCT 2017	Link Practice - Classroom management
WED 25-OCT 2017	Teaching and Assessment 1 (Day 1)
WED 1-NOV 2017	Teaching and Assessment 1 (Day 2)
WED 28-NOV 2017	Teaching and Assessment 1 (Day 3)
WED 17-JAN 2018	Teaching and Assessment 2 (Day 1)
WED 24-JAN 2018	Teaching and Assessment 2 (Day 2)
WED 7-FEB 2018	Teaching and Assessment 2 (Day 3)
WED 15-FEB 2018	Link Practice - Preparing for employment
FR 2-MAR 2018	Professional Development - introduction
9:00AM - 12:00AM / 23-MAR 2018	Professional Development - online discussions
FR 23-MAR 2018	Professional Development - (Day 2)
WED 18-APR 2018	Link Practice - review

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## Schedule of assessment deadlines

### Assessment deadlines

All dates are provisional until the university teaching timetable is confirmed in August.

WED 13-SEP-2017 (09:00)	Link Practice - micro-teaching week (one/one)
WED 25-OCT-2017 (21:00)	Learner Diversity
WED 13-DEC-2017 (21:00)	Teaching & Assessment 1
WED 24-FEB-2018 (21:00)	Teaching & Assessment 2
MON 18-APR-2018 (21:00)	Professional Development
WED 2-MAR-21-200	Link Practice - review

All assignments are submitted in digital format via CANVAS Lturnitin.

Please note the following in relation to support available through the university's 'Information Centre':

- Core service for staff and students is 08:45-17:00 Monday-Friday.
- Evening and weekend service (Mon-Fri 8 and Weekends 11-15) is primarily in support of students and users of the Library building. Staff calls may be logged to the daytime staff if the support on duty is unable to assist.

The Information Centre can be contacted on 01786 467290 or [information\\_centre@stir.ac.uk](mailto:information_centre@stir.ac.uk)

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## TQFE Assignments



- We look to use your practice as an integral part of the module assignments.
- The focus for the assignments will be on the critical analysis and critical reflection of your practice.

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## Assessment Load

- UG 2000 word summative assignment.
- PG 3000 word summative assignment

Formative assessment (peer review and discussion) also forms part of the assessment process.

Preparation for writing your assignments will be time consuming especially the range of reading that you are expected to undertake.

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## Learning Management System - CANVAS

- CANVAS is the university's new 'Learning Management System' (LMS).
- Significant use is made of CANVAS within the TQFE programme – you cannot complete the programme without using CANVAS on a regular basis.
- You must be fully enrolled/registered to gain access to CANVAS – it is very important therefore to complete enrolment/registration as soon as possible.

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## Library / Information Services

- You will have full access to our electronic resources once enrolled/registered
- Prior to enrolment / registration it is possible to:
  - Visit the library and browse our stock
  - Access and search the library catalogue and see the sort of material we have  
<http://libcat.stir.ac.uk/>  
or  
<https://portal.stir.ac.uk/library/search.jsp>
  - Look at our Subject Research Guides which give information about the types of resources we have <http://libguides.stir.ac.uk/home>
- Information about the library is on our detailed web pages <http://www.stir.ac.uk/is/>

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## Student Support

- **Student Support Services:**  
For all other student support including support for a learning difficulty or disability contact SSS by going onto their website at: <http://www.student-support.stir.ac.uk/>
- **Student Learning Service:**  
For additional support with learning please contact Student Learning Services at [sls@stir.ac.uk](mailto:sls@stir.ac.uk) or phone Ruth Watkins on 01786 467950  
Website: <http://www.stir.ac.uk/sls>

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## Structure of TQFE teaching days at Stirling

- 09:00 – 10:00 Feedback and Guidance  
(optional – organised on an individual basis)
- 10:00 – 11:00 Lecture or workshop
- 11:00 – 12:00 Workshop
- 13:00 – 16:00 Workshop



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## TQFE – SAAS Funding

**VERY IMPORTANT!!**

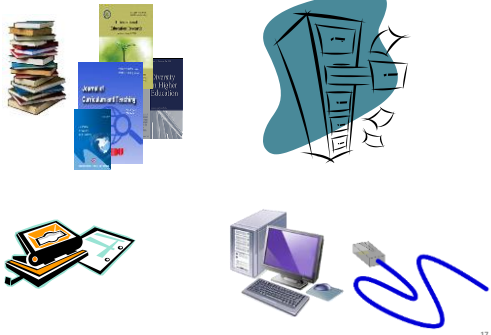
Apply to SAAS as early as possible.

See the SAAS web-pages, links below.

<http://www.saas.gov.uk>[http://www.saas.gov.uk/full\\_time/ug](http://www.saas.gov.uk/full_time/ug)[http://www.saas.gov.uk/full\\_time/ug/independent/eligibility\\_previous\\_study.htm](http://www.saas.gov.uk/full_time/ug/independent/eligibility_previous_study.htm)[http://www.saas.gov.uk/forms\\_and\\_guides/index.htm](http://www.saas.gov.uk/forms_and_guides/index.htm)

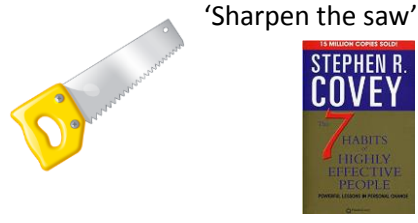
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### TQFE – Essential Tools



### TQFE – Don't Forget

RTM   RTFM



...and finally...



- Our aim is to provide a positive (but challenging!) learning experience for you
- This as a two way process
- We look to provide a range of support material to enable you to get the most out of your study here at Stirling
- We look forward to working with you during your time on the programme

## Good luck!!

