



Preparing students for placements

Placement Preparation

- Current practice
- Student essentials
- Exercise
- Likely challenges
- Making the most of... (hints & tips)
- Exercise

Current practice

What do you currently do?

What works?

What doesn't?



Essentials

- Institution/course requirements
- Health & Safety
- Other legal matters



Example Exercise

Hopes & Fears

Likely Challenges

- Managing expectations
- Working relationships
- Office politics
- Workload imbalance
- Time constraints/Project deadline

Making the most of...

hints & tips (part 1)

- Pay attention & ask appropriate questions
- Learn when to give input
- Manage your placement
- Observe official & unofficial policies
- Network

Making the most of...

hints & tips (part 2)

- Be proactive, enthusiastic & show initiative
- Be flexible
- Complete all tasks set
- Reflect, evaluate & learn
- Observe & learn from others



Example Exercise

Bioscience placement student

Suggested Reading & Further Information

Work Placements – A survival Guide for Students *Christine Fanthome*

From New Recruit to High Flyer *Hugh Karseras*

Making Work Experience Count *Sally Longson*

ASET www.asetonline.org

NCWE www.work-experience.org



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