

## Introduction to Quality (online professional development) - Programme (June 2023)

This programme is designed to provide an overview of the content for the sessions and the associated tasks. A bespoke version of this programme will be made available for each of the courses (with specific dates and further links to supporting resources). Typically, the recorded presentations are between 20-30 minutes. Course content is reviewed and may therefore be amended to reflect any significant developments in the sector.

Live sessions are not recorded and they run under 'Chatham House' rules with an expectation that all participants will be supportive and encouraging of each other.

Indicative timescales	Content	Session materials/tasks
3 days before the course start date	Test login to MS Teams site	Participants are invited, via emailed instructions, to access the MS Teams site and play a test file. This is to allow time for participants to check access and contact <a href="mailto:membership@qaa.ac.uk">membership@qaa.ac.uk</a> if there are any issues.
Day 1*	Pre-recorded session 1: <b>The UK quality assurance regulatory landscape (including the role of QAA)</b> <b>Introductions</b>	Introduction to Quality Session 1 - pre-recorded file to access. Participants are invited to add a short post to the site to introduce themselves and their role. The first pre-recorded session also includes a quiz. Throughout the programme, participants are invited to post questions about any of the material or topics they would like to discuss in the final live session (see below).
Day 2-3*	Pre-recorded session 2:	Introduction to Quality Session 2 - pre-recorded file to access. Preparation for the first live session, which includes reading the brief for the topic allocated and accessing the:

	<b>Key reference points</b> (including the UK Quality Code and the European Standards and Guidelines)	<ul style="list-style-type: none"> <li>UK Quality Code: <ul style="list-style-type: none"> <li>➤ <a href="#">UK Quality Code</a></li> <li>➤ <a href="#">Advice and Guidance</a></li> </ul> </li> <li>European Standards and Guidelines: <ul style="list-style-type: none"> <li>➤ <a href="#">Standards and Guidelines for Quality Assurance in the European Higher Education Area (ESG)</a></li> </ul> </li> </ul>
Day 4	Live session: <b>Applying key reference points and enhancing provision</b>	Live session which will comprise small, facilitated breakout groups and a plenary session. An MS Teams meeting link will be provided.
Day 5-6*	Pre-recorded session 3: <b>Role of a quality team and thoughts to support effective quality management</b>	Introduction to Quality Session 3 - pre-recorded file to access (with a short task)
Day 7	Scheduled live session: <b>Questions and answers, and reflections on the week</b>	Opportunity to post any further reflections, ask questions and engage in consideration of challenges and solutions. An MS Teams meeting link will be provided.
Day 8-12	Opportunity for participants to continue to post reflections and ask questions and revisit resources.	
Day 12	MS Teams site closed and participants invited to provide feedback.	

\* Suggested timescales, but flexible as long as the activities are completed before the subsequent live sessions.