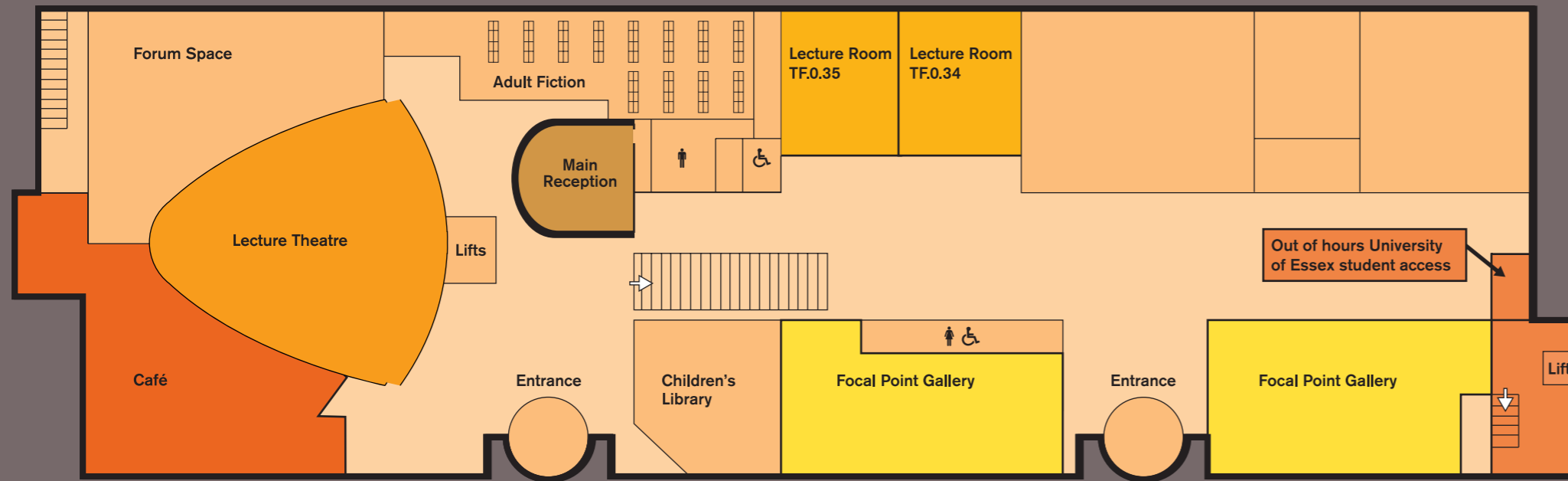


Ground Floor



What services are available in the Forum?

The **Finance Counter** is for payments of rent, tuition fees, paying for lost key cards or deposit for East15 lockers. Or to discuss any financial issues that students might have.

The **Student Services Counter** provides a broad range of student services including registration, student documentation and the processing of DBS applications. These services also incorporate student support and the provision of a confidential and discreet drop-in service.

A dedicated **IT support team** is located on the second floor of The Forum. Students can access IT support from the info point in the Learning Hub.

IT Support is available from the info point between 9.00am and 5.00pm (Monday to Friday).

Students can contact IT support by phone: 01702 328341 (leaving a message out-of-hours) or e-mail: issouth@essex.ac.uk

The **University Skills Centre (USC)** provides support and training for both academic study and graduate employability. You can also come and chat to a USC Skills Adviser for help and advice on issues such as study skills and assignment writing, in room TF.2.42 on Tuesday or Thursday lunch time 1.00pm and 2.00pm. e-mail: usc@essex.ac.uk

The **Maths Support Centre** provides a one-stop-shop for any maths issues. This service is run by trained student advisers and offers support to the University community and to businesses on maths issues at all levels. e-mail: mathssupport@essex.ac.uk

The **Employability and Careers Centre** aims to increase your employability by directing you to exciting opportunities to develop your skills, improve your CV and gain valuable experience.

The **SU Advice Centre** provides a free, professional and confidential guidance service for all students. Student life is a rollercoaster and you might experience difficulties from time to time, so don't be worried about asking for help. University is about getting so much more than a degree. The Student Union staff can help with sports and societies, volunteering opportunities, running campaigns and lots more!

What is the Learning Hub?

University of Essex registered students have 24 hour access to the Learning Hub on the second floor. If you wish to utilise the student spaces out of hours please use the north entrance, at the end of the building. You will need your student card to enter the premises. The entrance is set up for one

person at a time, so each person will need their card - do not use anyone else's access card.

If you are in the Learning Hub when the library closes please use the north stairs/lift to exit the building.

Learning Hub

The Learning Hub occupies most of the second floor. Each space is dedicated to a different style of learning and studying. From power enabled sofas, to study pods and group working areas, there is something for everyone.

Touchdown points - Individual height-adjustable computers are ideal for quickly checking e-mail, submitting work or updating Facebook, Twitter or other social media.

Open study space - A social space for studying including islands of computers where you can work alongside fellow students and easily collaborate on projects. The adaptable learning space has seating areas to take time out. There are also small breakaway pods available with computer access for working groups.

Share space - A room of pods which you can use for studying or teaching as a group or on your own. Each pod has an individual projector to support interactive group working.

Innovation space - The furniture is based around group study islands and especially designed so you can rearrange it however you want, to make the most out of the space. This space is great for small or large groups and can be booked if required.

Reading space - Exactly what you might need when you need to focus on your work, a quiet room to take your books and thoughts, and study in peace. Each desk has task lighting and a power socket.

Skills space - Depending on your activity you can rearrange the furniture for whatever you are studying.

Info point - Whether you need some help with computer access, have a library query or need to speak to someone about careers and employment, the info point is where you need to go for advice and support.

Media space - Work on film, photos, publications, music and audio projects using the latest Apple iMac computers and media editing software in these sound-proofed booths.

NB. South Essex College occupies the third floor which is only accessible to their staff and students.

First Floor



Second Floor

