

School of Textiles and Design (SOTD)
Heriot Watt University, Dubai

January 2021 Induction Schedule

Monday 4th January – Thursday 7th January

School of Textiles and Design (SOTD)
Postgraduate
Design Management MSc Interior Architecture and Design MA

The information overleaf provides the programme schedule, including other details of the various events and student activities held during the Welcome Week(s).

All sessions will be delivered through either Microsoft Teams (MS Teams) or Vision (VLE).

Please check the website regularly for the most updated version of the schedule as it may be subject to change.

The programme published here is based on the best available information at the time of printing and is subject to changes. Therefore, please ensure you check back regularly to see any updates.

For assistance, please contact log into your student portal and log an enquiry through [“ask HWU”](#) for the fastest response. Alternatively, you can email dubaistudentservices@hw.ac.uk.

Interim Campus Tours

Tours of our interim campus will be taking place during Induction week from Monday 4th January – Thursday 7th January.

This is an opportunity to familiarize yourself with the university’s new surroundings, identify where your lectures will be taking place and start to make you feel part of the Heriot Watt community.

We hope you can join us in one of the tours.

To sign up, please follow the link below: [Interim Campus Tour](#)

Induction Schedule – MICROSOFT TEAMS

Date	Day	Time	Title	Speaker	Link
4 th January	Monday	5:30pm	Professional Services Overview	Samantha Kane	Microsoft Teams Link
		6:15pm	Library Services	Ramakanta Rath	Microsoft Teams Link
		7pm	Responsive Blended Learning Training	Allyson Noble	Click here to join the meeting (VISION)
5 th January	Tuesday	6pm	Student Council	Council President	Microsoft Teams Link
6 th January	Wednesday	5:30pm	Introduction to Wellbeing	Wellbeing team	Microsoft Teams Link
		6pm	Introduction to Careers Service	Careers Service	Microsoft Teams Link
		6:30pm	Welcome to SOTD and Campus	Programme Team	Microsoft Teams Link
		7pm	Programme Overview		
		7:30pm	Personal Tutoring		

There are other sessions taking place throughout the week you may wish to join if you are available regarding Clubs and Societies and other activities. There are also additional sessions running for Wellbeing, Library and Careers if you are unable to attend the scheduled sessions above.

Date	Time	Activity/Session	Meeting Link
Monday 4th	5:30pm	Professional Services Overview	Click here to join the meeting
	6:15pm	Library Services	Click here to join the meeting
	7pm	Introduction to Responsive Blended Learning	Click here to join the meeting (VISION)
Tuesday 5th	1-3pm	Student Council introduction to clubs	Microsoft Teams Link
	3pm	Library Services	Click here to join the meeting
	6pm	Student Council	Microsoft Teams Link
Wednesday 6th	12pm	Professional Services Overview	Microsoft Teams Link
	1pm	Welcome to Careers	Click here to join the meeting
	2pm	Introduction to Wellbeing	Click here to join the meeting
	2:30pm	Library Services	Click Here to Join the meeting
	3pm	Introduction to Responsive Blended Learning	Click here to join the meeting (VISION)
	5:30pm	Introduction to Wellbeing	Click here to join the meeting
Thursday 7th	6pm	Welcome to Careers	Click here to join the meeting
	2pm	Student Council Scavenger hunt	http://www.instagram.com/hwudcouncil

How to Access my Induction Sessions

Your induction is taking place via Microsoft Teams

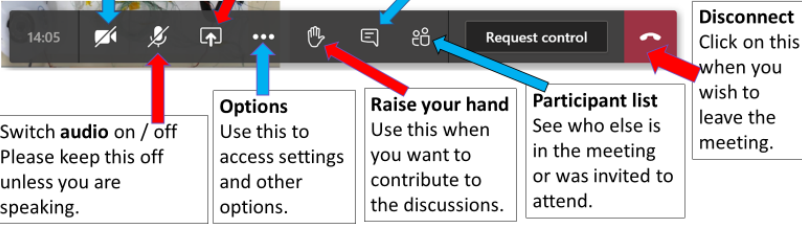
Microsoft Teams (MS Teams)

Click on the link provided in the 'How to Access' column.

This will take you straight to your programme page. Here you will be greeted by an academic from your school who will then take you through your induction.

Please see images below that will provide some basic information on how to use MS Teams.

Using Teams



Switch video on / off.
Agree in your meeting whether to use video.

Share
Use this to share apps/files open on your computer

Type in the **chat** to ask questions, make comments etc. Tag people @+their username to ensure they see the comment.

Disconnect
Click on this when you wish to leave the meeting.

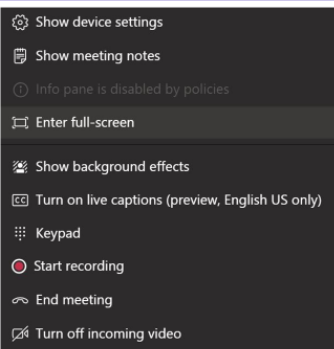
Switch audio on / off
Please keep this off unless you are speaking.

Options
Use this to access settings and other options.

Raise your hand
Use this when you want to contribute to the discussions.

Participant list
See who else is in the meeting or was invited to attend.

Teams options



Click on ... (Options) to access settings and other options.

1. **Device settings** – audio set-up etc.
2. **Background effects** – blur/change background for privacy
3. **Start recording** – record the meeting
4. **Turn off incoming video** – if connection issues, turning off video can help.

Help guide: https://download.microsoft.com/download/D/9/F/D9FE8B9E-22F5-47BF-A1AB-09539C41FCD0/Teams_QS.pdf

Vision

You can access [Vision](#) through the Vision tile on the Heriot-Watt [Student Portal](#).

Once you are logged in to Vision:

- Go to My Organisations where you will find the Induction organisation
- Click on the Induction link to take you to the Induction organisation

- Sign up to the appropriate campus group by clicking on the **Campus Groups Signup tab** on the left hand side and clicking on the appropriate campus sign up button - Dubai
- Explore the site and find out when your induction events are planned during welcome week 6th - 10th September.

