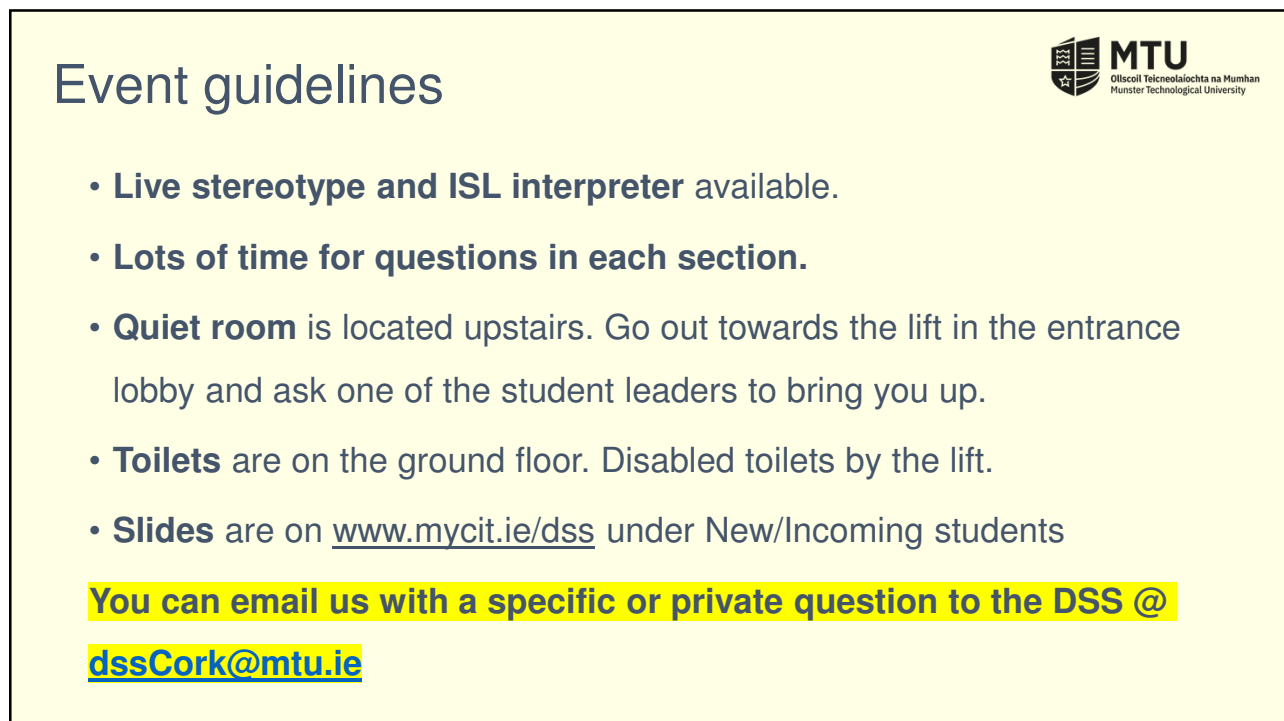# MTU Cork campus
Disability Support Service (DSS)

DSS/ DARE Orientation 2022

dssCork@mtu.ie

www.mycit.ie/dss

WELCOME!

www.mtu.ie

1

Event guidelines

- **Live stereotype and ISL interpreter** available.

- **Lots of time for questions in each section.**

- **Quiet room** is located upstairs. Go out towards the lift in the entrance lobby and ask one of the student leaders to bring you up.

- **Toilets** are on the ground floor. Disabled toilets by the lift.

- **Slides** are on www.mycit.ie/dss under New/Incoming students

You can email us with a specific or private question to the DSS @ dssCork@mtu.ie

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Welcome

MTU
Ollscoil Teicneolaíochta na Mumhan
Munster Technological University

Deirdre Creedon

- MTU Academic Administration and Student Affairs Manager (acting)

Laura Coleman – Acting Access Officer:

https://youtu.be/ZMCmYYCkSHI

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Agenda

MTU
Ollscoil Teicneolaíochta na Mumhan
Munster Technological University

09.45 Welcome
10.00 Key information on starting university @ MTU
10.15 What is the DSS?
10.30 Meet some DSS students
10.45 Break
10.55   DSS supports – and meet some of the DSS team
11.25 Applying for supports and Next steps
11.40 Finish and Final Questions
11.45 Optional 30 minutes Campus Tour

4

BINGO!

- Play in pairs - Listen/watch the talks.
- Match 8 squares and shout Bingo!
- 8 goodie bags to be won

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Key things to know about university

- University year is in 2 semesters – 50% is usually done by Christmas. But first years may get assignments during Christmas week.

- **Full time students will be studying mostly on campus.**
- **Part-time evening students may be largely online.**

https://www.mtu.ie/news/mtu-academic-year-2022-2023

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Key 2022/23 MTU starting dates

- **First year Orientation:** 19 - 23 September on Bishopstown campus. Email about your online course registration. www.cit.ie/admissions/registration/year-1

- **Good Start** Student ambassadors: #GoodStart22 https://studentengagement.cit.ie/goodstart

- **First year classes start on Monday 26th September.** Online timetables available just before then – but these may change!

SEP 26

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Responsibility

University = treated an adult

It's up to you to attend classes, manage your timetable, deadlines etc.
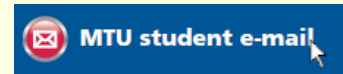
But there's lots of help and support at MTU!

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Communication

MTU communicates with you through:

1. your **MTU student email** and

2. through **Canvas** - the online app where you access your lecture notes, submit assignments, or do any online exams.

Make sure to put both on your phone and check daily!

IMPORTANT

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Access laptop loan scheme

- First year students who are DARE eligible, also in receipt of special rate SUSI grant and who confirm need will automatically qualify to apply for a laptop.

- The DSS/Access Service will email DARE eligible and other Access students to their MTU student email.

- If you're not DARE eligible and/or don't receive SUSI, you can apply through the Student Assistance Fund.

www.mycit.ie/access_disability/student-assistance-fund/government-laptop-scheme-

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Financial support

- **MTU Student Assistance Fund:** For costs of going to college plus fast-track application for laptop (online applications now open) www.mycit.ie/saf

- **1916 Bursaries** available for first time undergraduate students who meet criteria: www.soarforaccess.ie/1916-bursary-fund

- **HEAR:** If a student was also HEAR eligible – they will get financial support as part of their offer – hearCork@mtu.ie

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Accommodation / Parking

Deirdre Falvey, Accommodation Officer, MTU Student Centre, 1st Floor, Bishopstown Campus

T: 021 4335750

E: accommodationCork@mtu.ie

www.mycit.ie/accommodation

Parking is limited around the campuses – make sure to arrive early!
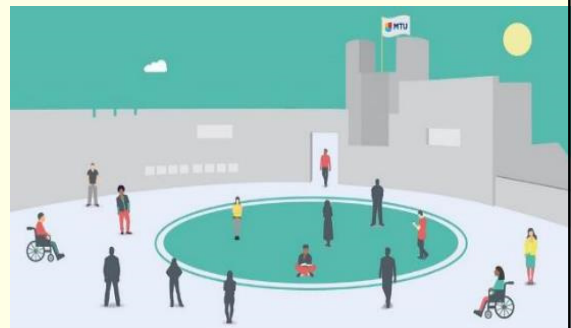
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Questions?

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What is the DSS (Disability Support Service)?

The DSS supports a range of students with learning differences, health conditions or disabilities when studying at MTU, who may need support to access their course.

We support full-time and part-time students across all of MTU Cork campuses and who are studying online.
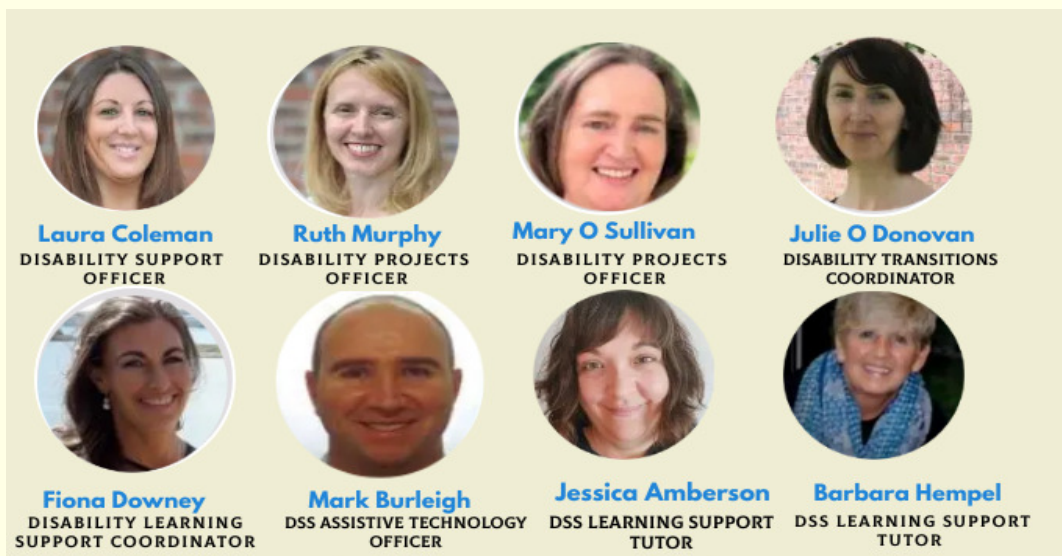
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What is the DSS?

We support over **1000 students with**:

- Specific learning differences, including dyslexia and dyscalculia
- Dyspraxia (DCD) and dysgraphia
- Physical disabilities
- Significant ongoing illnesses
- Mental health

- ADD/ADHD
- Autism Spectrum
- Blind/ Vision Loss
- Deaf/ Hearing Loss
- Speech and language

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Meet the DSS team!

Laura Coleman
DISABILITY SUPPORT OFFICER

Ruth Murphy
DISABILITY PROJECTS OFFICER

Mary O Sullivan
DISABILITY PROJECTS OFFICER

Julie O Donovan
DISABILITY TRANSITIONS COORDINATOR

Fiona Downey
DISABILITY LEARNING SUPPORT COORDINATOR

Mark Burleigh
DSS ASSISTIVE TECHNOLOGY OFFICER

Jessica Amberson
DSS LEARNING SUPPORT TUTOR

Barbara Hempel
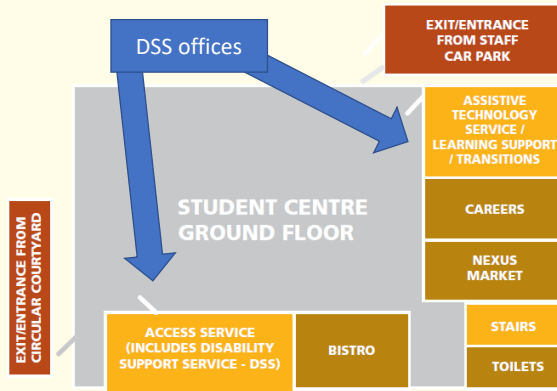DSS LEARNING SUPPORT TUTOR

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DSS – Bishopstown campus

https://youtu.be/FZIky8F2ZeE

- **You generally need to book meetings with DSS staff.**
- Emily Clifford, Access Service Administrator, at front desk - 021 433 5138
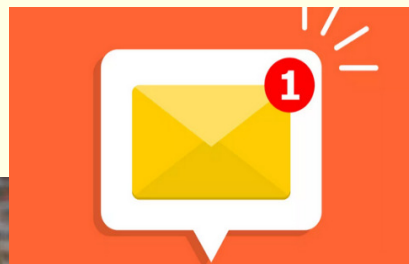
Map of Student Centre, Bishopstown Campus

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DSS team – Email queries

Ruth

Mary

The quickest way to reach us is emailing dssCork@mtu.ie

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Confidentiality

MTU Cork campus DSS operates a strict confidentiality policy.

We cannot disclose any information about the student registration, academic progress, DSS supports, etc to any third party like parents or lecturers, unless we have the student's consent.
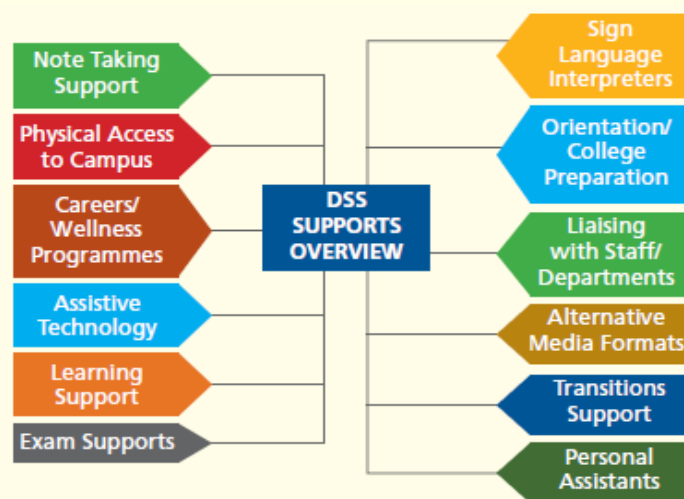
We can only break this if there is a health and safety risk.

You need to give us permission to be in contact with third parties – this needs to be in writing from your MTU student email each time.

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DSS Supports

All DSS supports are confirmed in a student's needs assessment

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DSS Supports

- <mark>Students should contact us as soon as possible if they need any of the following supports:</mark>
- ISL interpreter/speed text
- Access to disabled parking, transport, physical access to buildings
- Personal assistant to support you physically access the campus and/or personal care
- Mobility training or alternative format for students with a visual impairment

Email <mark>dssCork@mtu.ie</mark>

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Questions?

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Meet some DSS students

MTU
Ollscoil Teicneolaíochta na Mumhan
Munster Technological University

Joanie

Ruairi

https://youtu.be/jCeO8Q0J9O4

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Questions?

MTU
Ollscoil Teicneolaíochta na Mumhan
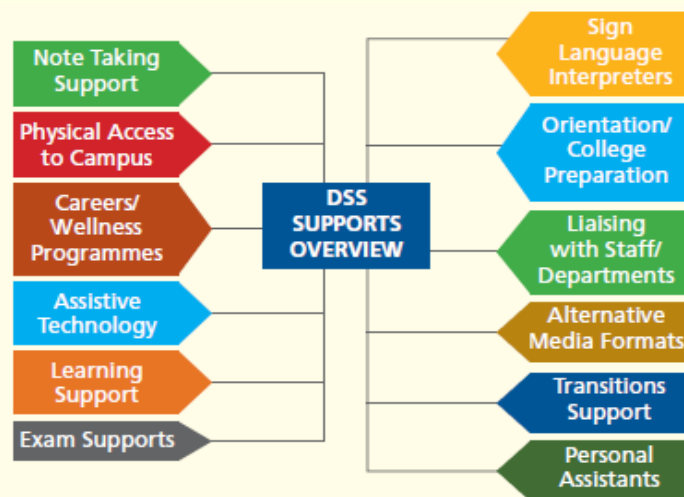Munster Technological University

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10-minute break

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DSS Supports

All DSS supports are confirmed in a student's needs assessment

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DSS Learning Support – Fiona Downey

fiona.downey@mtu.ie https://youtu.be/Xw58RLZu6oA

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DSS Learning Support

Planning and structuring assignments	Academic writing skills	Quoting, referencing and plagiarism
Taking good notes	Managing deadlines	Exam and revision techniques
Presentation skills	Reading and research	Essay writing

1:1 support available and workshops

www.mycit.ie/access_disability/disability-support-service/learning-support

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Manage your time

Organise yourself

Top Tips   Timetable Assignments

Prioritise

Start early

Ask questions

Get help

Make time for YOU!

Disorganised

Missing deadlines

Avoiding classes   **Drawbacks**

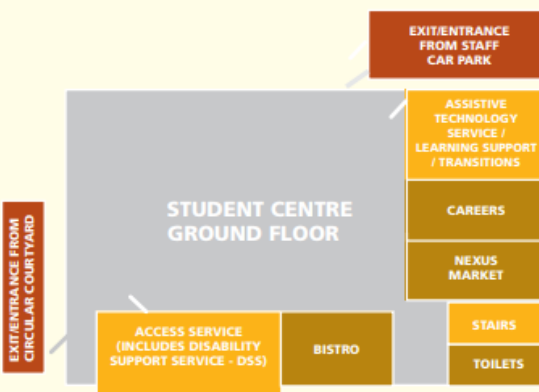Procrastination

Consequences

Overwhelmed

Unwell

Crisis point

Engage and stay on the right side!

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Where to find me
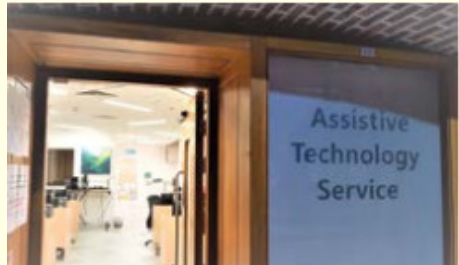
Learning Support

Transitions Support

Assistive Technology

Map of Student Centre, Bishopstown Campus

EXIT/ENTRANCE FROM STAFF CAR PARK

ASSISTIVE TECHNOLOGY SERVICE / LEARNING SUPPORT / TRANSITIONS

EXIT/ENTRANCE FROM CIRCULAR COURTYARD

STUDENT CENTRE GROUND FLOOR

CAREERS

NEXUS MARKET

ACCESS SERVICE (INCLUDES DISABILITY SUPPORT SERVICE - DSS)

BISTRO

STAIRS

TOILETS

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CCAD/ CSM/ CCAE Learning Support

MTU
Ollscoil Teicneolaíochta na Mumhan
Munster Technological University

Jessica Amberson

Part-time tutor. Available by

appointment:

• **Monday** – Crawford College of Art

• **Tuesday** – School of Music

Email: jessica.amberson@mtu.ie
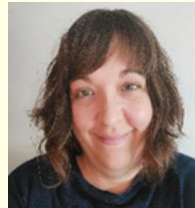
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NMCI Learning Support

MTU
Ollscoil Teicneolaíochta na Mumhan
Munster Technological University

Barbara Hempel

Part-time tutor.

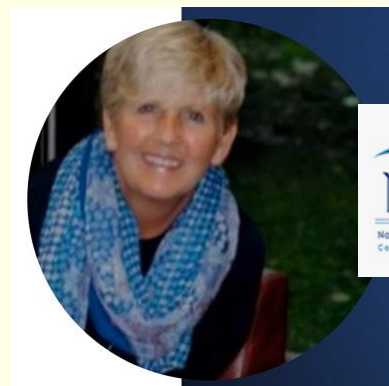Available by appointment.

• **Thursday morning at NMCI.**

• Also supports postgraduate students.

Email: Barbara.Hempel@mtu.ie

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DSS Learning Support online session

Tuesday 20 Sept 10.00-11.30am

https://DSS_LearningS_ONLINE_Sept22.eventbrite.ie

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DSS Assistive Technology Service

Mark.Burleigh@mtu.ie

Mark Burleigh
Assistive Technology Officer

www.mtu.ie

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DSS Assistive Technology (AT) Service

MTU Ollscoil Teicneolaíochta na Mumhan Munster Technological University

For DSS students ONLY

✓ Workstations with AT software

✓ Bookable room for speech to text use

✓ Workshops and training (online)

✓ Software installed to help students with their studies – also available around campuses

✓ YouTube channel with online guides:

https://www.youtube.com/user/AccessATS

Mark Burleigh Full time DSS AT Officer based in the Student Centre

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Assistive Technologies

MTU Ollscoil Teicneolaíochta na Mumhan Munster Technological University

Literacy/Proofreading Software:

• Read Write, Ginger and Grammarly

Mind Mapping:

• Inspiration and MindView

Voice-Recognition Software:

• Dragon, Google Voice Typing, Word Dictate

Contact
Mark.Burleigh@mtu.ie

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Assistive Technology online session

Tools for Reading & Writing - Tuesday 20 Sept 12-1pm

https://DSSAT_ONLINE_Sept22.eventbrite.ie

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Learn about the Transitions Programme

Available to autistic students with the DSS for their first year of university.

One to one Support by meetings on your campus, in person, by video call, phone or email.

PREPARE Guide for students in first year of university
www.mycit.ie/prepare

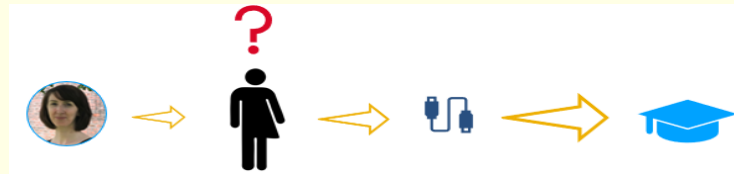**Julie O'Donovan -** JulieA.ODonovan@mtu.ie

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Transitions Programme

Find out more at our online talk on
Wednesday 21st September, 6.30-7.30pm

Book your place at: https://DSSTransitions_Sept22.eventbrite.ie

www.mycit.ie/access_disability/disability-support-service/transitions-programme-coordina

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Examination Supports

Examination supports are listed on your DSS Needs Assessment document. These can include :

- **10 minutes per hour Extra time**

- **Smaller exam room.**

- **Marking guidelines** instead of a spelling and grammar waiver.

- **Reading software** instead of readers.

- **Typing** instead of scribes.

Personal supports will be discussed in individual cases with the DSS.

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Examination Supports

Examination supports are organised by Examinations staff on your campus on your request.

- **Bishopstown: Shane Falvey** examsdssCork@mtu.ie

- **Cork School of Music:** CSM.FullTimeCoursesCork@mtu.ie

- **NMCI: Theresa Brien** theresa.brien@mtu.ie

(Note the Department of Transport notice on access to exam supports in NMCI.)

www.mycit.ie/examinations/support/

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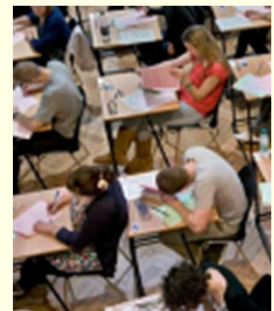## Examination Supports - Bishopstown

- Support with Assessments / Exams On-Campus & Remotely

- Deadline for requesting supports, Semester 1 Examinations:

    Friday 11th November 2022

- Students must email their individual lecturers their extra time

    requests for assessments in advance and include

    their needs assessment

www.mycit.ie/examinations/support/

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Questions

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How to apply for DSS supports?

- **STEP 1: Fill out Online Application Form:**
  www.mycit.ie/access_disability/disability-support-service/registering
- **STEP 2: Submit documents by email** www.mycit.ie/documents-needed
  (DSS already has copies of documents from CAO/DARE). Attend classes
  and sign up to DSS Canvas module /go to DSS sessions
- **STEP 3: Have a needs assessment which confirms DSS supports /
  reasonable accommodations.** You may have either a 1:1 or group
  meeting with DSS staff. Your needs assessment document is sent to your
  MTU student email. You may be waiting a few weeks to be contacted by
  the DSS especially in September/October.

MTU student e-mail

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Your Needs assessment /supports

- **Your needs assessment document lists the supports or reasonable accommodations you are entitled to.**
- **It is your document – you decide what to do with it.**

- **And it's your responsibility to engage with supports recommended in your needs assessment and email.**

It starts with you

- **If you are having a problem, please to speak to your lecturer, course-coordinator, or head of department or contact us!**

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MTU Supports: www.mycit.ie

- ✓ Academic Learning Centre – free subject classes
- ✓ Academic Success Coaching
- ✓ Student's Union
- ✓ Access Service – financial help /HEAR/ Mature students
- ✓ Careers Service / Counselling Service
- ✓ Library
- ✓ Medical Centre & ERT
- ✓ Sports, Clubs and Societies
- ✓ IT Support and Canvas help

ACADEMIC LEARNING CENTRE

Academic Success Coaching

CAREERS & COUNSELLING SERVICE

SPORTS
SPORTCORK@MTUIE
HTTPS://WWW.MYCIT.IE/SPORT
@MTUCORK_SPORTS

CANVAS

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DSS information

MTU Cork campus DSS Orientation 2022/23
9 videos • 4 views • Updated today
Unlisted
No description
R Murphy

SORT

MTU Cork Disability Support Service overview
R Murphy
3:04

Welcome 2022 Orientation Video - Access Officer
R Murphy
1:26

Ruairi McC - DSS student welcome
R Murphy
2:37

How to get to the DSS/Access Service office and DSS Assistive Technology Service
R Murphy
3:03

DSS How to apply for support 2022/23
R Murphy
7:44

www.mycit.ie/dssstudent guide

A guide to accessing MTU Disability Support Service supports - Cork campus
2022/2023
www.mycit.ie/dss

Dedicated Canvas module

CANVAS

https://youtube.com/playlist?list=PLwqEeplk-AG3_sNe4zqEwrVtIF-tcNu1e

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Reminder – DSS online events

When?	What?
Tues 20 Sept **10.00-11.30am**	Learning Support skills workshop for new students: notetaking, writing and studying.
Tues 20 Sept **12-1pm**	**Assistive technology tools** for reading/writing skills workshop for new students
Wed 21 Sept **6.30-7.30pm**	DSS Transitions programme for new students on the autism spectrum talk – for new students/parents/guardians

Book your place at: www.mycit.ie/dss - under New/Incoming students

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What's Next?

Enjoy starting in MTU!

- Register for your course

- Set up your email and Canvas and check them daily!

- Fill out DSS Online Application Form and sign up for DSS Canvas

   module / look over DSS guide/orientation videos

- Contact us immediately if you have an urgent query. **dssCork@mtu.ie**

- Start to get to know the campus

Follow us: Instagram: @mtucork_dss   **Twitter:** @MTUCork_DSS

Facebook: www.facebook.com/mtucorkdss

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Optional tour with student leaders

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