

Student Practice Session User Guide

Practice Sessions on ARCPoW

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Logging a Practice Session(s)

- 1.) Log into [ARCPoW](#)
- 2.) Under student name click the 'Sessions' box (highlighted below)

The screenshot shows the ARCPoW interface for a student. At the top left is the UWE Bristol logo. To the right are navigation buttons: Students, Practice Support Net, My Profile, Contact Us, and Log Out. Below this is a header bar with 'Student Name' (redacted) and 'Intake' (09.20ADULT). A secondary navigation bar contains 'Student Details', 'Allocations', 'Attendance', and 'Sessions' (highlighted with a red border). Below the navigation is a section with 'Add New Practice Session' and 'Click here to print'. The main content is a table of sessions:

Session	Hours	Date Attended	Notes
Mental Health Simulation	7.3	01/07/2022	Remove Session
Mental Health Simulation	7	21/06/2022	
Cross Field Simulation			
Total Hours	14.3		

At the bottom, it says '© ARC Technology Ltd 2022' and 'Placements on Web (POW)'.

- 3.) This will open your practice sessions
- 4.) Here you can add, view, print and delete your practice sessions.

Adding a Practice Session(s)

- 1.) To add a practice session first click 'Add New Practice Session' bar.
- 2.) Please complete the section presented

UWE Bristol University of the West of England

Students Practice Support Net My Profile Contact Us Log Out

Student Name [redacted] Intake 09.20ADULT

Student Details Allocations Attendance Sessions

Add New Practice Session [Click here to print](#)

Session	Notes
Please Select	
Date Attended	Hours
08/06/2022	

Submit

Session	Hours	Date Attended	Notes
Mental Health Simulation	7.3	01/07/2022	
Mental Health Simulation	7	21/06/2022	
Cross Field Simulation			
Total Hours	14.3		

© ARC Technology Ltd 2022 Placements on Web (POW) [Remove Session](#)

- a. **Session:** Select from drop down
- b. **Date Attended:** This is the date you attended the practice session
- c. **Hours:** The total hours of the session you attend on that day
- d. **Notes:** Optional

- 3.) Once completed click the 'Submit' button.

Note: If information does not comply with the practice session(s) criteria an error message will appear at the top righthand corner of ARCPoW with details.

UWE Bristol University of the West of England

Students Practice Support Net My Profile Contact Us Log Out

Student Name [redacted] Intake 09.20ADULT

Student Details Allocations Attendance Sessions

Add New Practice Session [Click here to print](#)

Session	Hours	Date Attended	Notes
Mental Health Simulation	7.3	01/07/2022	
Mental Health Simulation	7	21/06/2022	

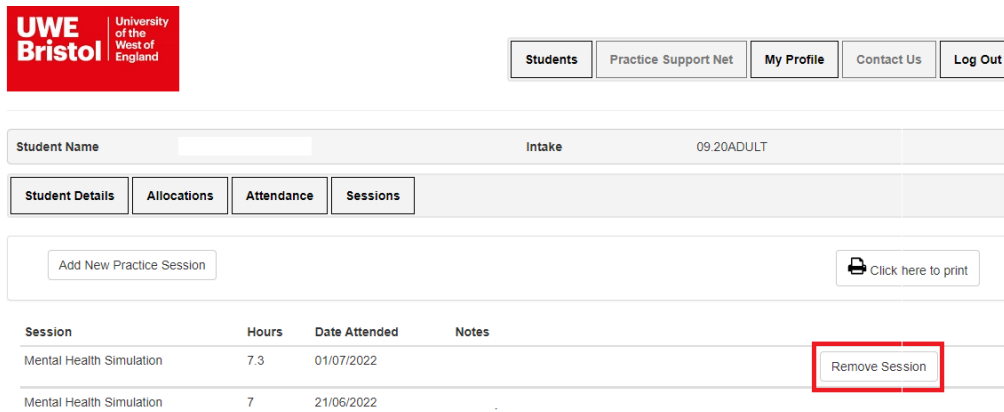
© ARC Technology Ltd 2022 Placements on Web (POW) [Remove Session](#)

⚠ Student Session Date [2022-12-22] does not comply to Attended Valid to date- date must be before [2022-07-03]!

Removal of Practice Session(s)

If you have input an incorrect practice session you will be able to remove it yourself, clicking the 'Remove Session' bar to the right of the practice session you wish to remove.

Note: you will not be able to remove any practice sessions that have been put in by the university.

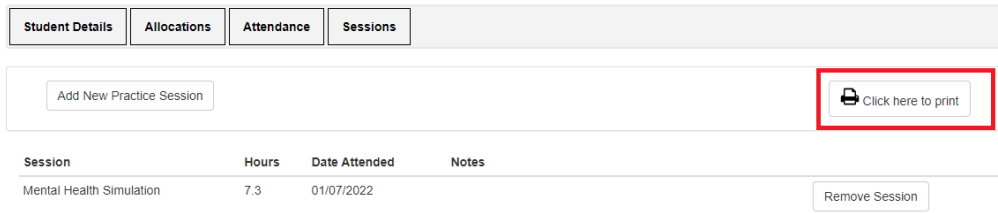


The screenshot shows the UWE Bristol student portal interface. At the top left is the UWE Bristol logo. To the right are navigation buttons: Students, Practice Support Net, My Profile, Contact Us, and Log Out. Below this is a student profile section with fields for Student Name and Intake (09:20ADULT). There are tabs for Student Details, Allocations, Attendance, and Sessions. Below the tabs are buttons for 'Add New Practice Session' and 'Click here to print'. The main content is a table of practice sessions:

Session	Hours	Date Attended	Notes
Mental Health Simulation	7.3	01/07/2022	Remove Session
Mental Health Simulation	7	21/06/2022	

Printing Practice Sessions

If you would like to print your practice session ARCPoW has a 'Click here to print' button available on the sessions screen.



The screenshot shows the 'Sessions' tab selected in a navigation menu. Below the menu is a button labeled 'Add New Practice Session'. To the right of this button is a button labeled 'Click here to print' with a printer icon, which is highlighted with a red rectangular box. Below these buttons is a table with the following data:

Session	Hours	Date Attended	Notes
Mental Health Simulation	7.3	01/07/2022	

At the bottom right of the table is a button labeled 'Remove Session'.

Difficulties with Practice Session

If you are having difficulties with the ARCPoW website please contact sds.operations@uwe.ac.uk or call 0117 32 84018