



Making the Most of Year 1

Welcome to the University of Greater Manchester

We aim to make the transition to a new educational environment as easy as possible, and we have a range of support to help you settle in. It is important to familiarise yourself with the support services that are on offer, including both professional and social. This guide will indicate what is available.

Finding Your Way

The University of Greater Manchester is very accessible for all students. There are two car parks designated to students, and bus stops are located near the campus. Bolton's train station is approximately a 10-minute walk from the main campus, and a shuttle bus is available to transport students between Senate House and Queens Specialist Building.

To help you to familiarise yourself with the main campus, an interactive campus map can be found here:

- [Virtual Tour](#)

Now that you can find your way around, let's focus on setting your goals to make the most of your time and resources here at university.

Setting Goals For Your First Year

As you begin your university journey, take a moment to ask yourself: What goals do you want to achieve this year? Pause for a moment and reflect on what's most important to you. Your goals might be academic, personal, social, or even related to your well-being. Remember, there's no right or wrong answer - your goals are unique to you.

To make sure your goals are achievable, consider using the SMART framework:

- **Specific:** Be clear about what you want to achieve. Ask yourself: Who? What? When? Where? Why?
- **Measurable:** Find ways to track your progress and celebrate milestones along the way
- **Achievable:** Set goals that are challenging but realistic, so you can stay motivated
- **Realistic:** Make sure your goals align with your abilities and resources to avoid unnecessary stress
- **Time-Bound:** Give yourself deadlines to stay focused and on track

Once you've defined your goals, think about:

- How will you achieve them?
- Who can support you? (e.g., Friends & peers, lecturers, your
- Personal Academic Tutor or support services)
- Why are they important to you?

Goal Setting: For further information, visit the LEAP Online ['Goal Setting'](#) section.

Available Support

It's always a good idea to plan ahead with your studies. Don't be afraid to ask for help - knowing what support is available will make it easier to find the right service when you need it. Let's explore some of the key services available at university.

IT Support Service

Almost every aspect of your studies at the University of Greater Manchester will involve the use of IT. We can help if you've forgotten your password, need to connect to WiFi or the myBolton app, access to Moodle and much more.

Discover the full range of IT Services by visiting the [IT Support Service](#) webpage.

Student Services

Located in the Chancellor's Mall, this is the central area for information, advice and guidance. The large range of services covered includes Funding and Budgeting, Disability Service, Accommodation, Mental Health and Wellbeing support, plus more.

Disability Service

The Disability Service at the University is here to implement and/or recommend study-related support to students who have disclosed and provided evidence of a disability as defined by the Equality Act 2010. This includes the following conditions or impairments: Specific Learning Difficulties, such as dyslexia; Mental Health Conditions, such as depression or anxiety; Social and Communication Impairments, such as autism; Long-standing Illnesses, such as diabetes or cancer; and Physical Impairments, such as visual or hearing.

Disability Advisors can also advise students who are not sure if they have a disability, and can provide information on how to arrange to be tested for a Specific Learning Difficulty such as dyslexia. They also offer confidential advice and guidance on disability issues in relation to accessing your chosen course of study, as well as the relevant support funding.

Disabled students can access support such as car parking for blue badge holders, Individual Learning Support Plans, support with Disabled Students Allowance applications, equipment loans with specialist disability-related software and individual exam arrangements.

How can I access support?

Students wishing to access Disability Service support should be directed to the online [registration form](#).

Telephone: 01204 903478

Email: disabilityinfo@bolton.ac.uk

Student Centre, Chancellors Mall

Life Lounge

The Life Lounge is the University's student mental health and wellbeing service, offering free and confidential specialist support to students experiencing a range of mental health and wellbeing difficulties. The support offer at the Life lounge includes Mental Health Advisor Service, a Counselling Service, a Cognitive Behavioural Therapy Service and a Wellbeing Team.

The Life Lounge also offers a range of wellbeing workshops and resources to support you to feel connected with others and develop skills around mindfulness, self-care and compassion, emotional resilience and stress management to name a few.

How can I access support?

Students wishing to access Life Lounge Counselling, Mental Health Advisor and/or CBT services should be directed to the online [registration form](#).

Telephone: 01204 903566

Email- lifelounge@bolton.ac.uk

Call in: The Life Lounge, Chancellors Building, Eagle Tower, T2

International Services/UKVI

The International Student Advisors are based in the Student Centre, inside Chancellor's Mall. They are the first port of call for international student support, and are able to provide initial information, advice and guidance on a wide variety of topics to our international students. Drop in times are available, where students are able to enquire about both general and specific issues. Additionally, International Student Advisors are here to assist students in accessing appropriate support services through signposting to the relevant departments, including Careers, Academic Tutors and Appeals, as well as external support, such as Citizens Advice Bureau and the United Kingdom Council for International Student Affairs (UKCISA). Advice and guidance are also available for students who are wanting information on immigration, different visa types, and working or travelling during their studies. To contact the team, please email internationalstudents@bolton.ac.uk, or call 01204 903828.

In addition to the International Student Advisors, there is a UKVI Compliance Team, who deal with visa and immigration checks. They will inform the UKVI office when students have completed their course successfully, so applications for further visas, such as Graduate, can be made. They oversee requests for course transfer, suspension or withdrawal of studies (implication on visas) and when or if an extension will be required on a student visa. To contact the UKVI team, please email ukvicompliance@bolton.ac.uk. More information can be found here:

Student Life

The Student Life team are responsible for providing social opportunities at the University. There are numerous trips, events and activities throughout the year, which provides an excellent chance to meet new friends, visit new places, and to relax away from your studies.

To view more details about past and upcoming events, head to the [Student Life](#) webpage.

For more information, visit the [Student Services](#) webpage.

The Library

The Peter Marsh Library, just off the Chancellor's Mall, offers an abundance of materials, including books, journals, and specialist resources. In addition, our friendly Academic Liaison Librarians can support with research queries and referencing.

You can find out more by visiting the [Library](#) webpage.

Academic Skills Hub (ASH)

Whether you need guidance with academic writing, study skills, or time management, our experienced team is here to help. Take advantage of digital resources, workshops, one-to-one consultations, and drop-in sessions tailored to meet your individual needs. From perfecting your essays to boosting your confidence with presentations, the Academic Skills Hub has you covered.

No matter where you are in your studies, we're here to ensure you feel supported and ready to achieve your goals. Drop by and let's make your academic journey a success!

For more information, visit [Academic Skills Hub](#) webpage.

LEAP Online

One of the digital resources available through ASH is LEAP Online - your go-to for academic and personal development. You will find sections of useful guides and tutorials, conveniently sorted into categories. Additionally, you will be able to test yourself and earn digital badges along the way.

To find out more, head to the [LEAP Online](#) website.

Academic Integrity and Misconduct

Academic integrity means being honest in your work and taking pride in your own achievements. It's important because it shows that you're developing your academic skills and knowledge in the right way. Cheating, such as plagiarising work, not only breaks the rules but also means you miss out on the chance to learn and grow. Plus, the consequences can be serious!

If you're struggling to meet a deadline because of personal challenges, don't panic - there's plenty of support available to help you. The university has processes like extension requests, Individual Assessment Plans and other support options to guide you through difficult times. Don't risk it by trying to cheat. Instead, talk to your PAT or Module Tutor, or visit the below pages for help. There's always a way to stay on track!

For more information and to avoid getting caught out, visit the [Student Policy Zone](#), go to the current academic year, and check out the Academic Misconduct Regulations and Procedures.

Remember, the university prides itself on providing our students with the best support possible. If you need support, don't hesitate to reach out!

Feedback

During your course, you will receive feedback on the work that you submit. It is recommended that you use this feedback to help you shape your future work. Remember – feedback is not a criticism!

For more information, visit the ['Using Feedback Effectively'](#) section within LEAP Online.

Personal Academic Tutor (PAT)

Throughout your studies, you will be closely supported by your PAT. They are your first point of contact for academic support, and are available for pastoral issues.

Find out more by visiting the [Personal Academic Tutor](#) webpage.

Students' Union

The Students' Union is the representative body for all University of Greater Manchester students. Their purpose is to promote the interests and welfare of students representing, supporting and providing advice. As a student at the University of Greater Manchester, you are automatically a member of the Students' Union.

They are a registered charity; an entirely independent organisation committed to ensuring that the needs of all students are met. The Union has students at the heart of everything that they do. All of their full-time staff are ex-students of the University, and the Students' Union president is elected every year from the student body. Students have the opportunity of paid work with the Union, both in the office and in the on-campus shop. Activities are provided throughout the year, including awareness events, fun events, and informative events. The biggest yearly events are Freshers and Refreshers, which offer students the chance to familiarise themselves with both the University, and with both internal and external services, as well as being a great chance to take advantage of promotional giveaways.

Find out more by visiting the [Students' Union](#) webpage.

Clubs and Societies

Societies are run by students for students, and offer the opportunity for life-long friendships and personal growth. Societies can play an important role in expanding your social life during your time at university and also help to develop transferrable skills to enhance your CV, for example, communication, teamwork and leadership skills. Joining a Society will expand your friendship networks, help you grow in confidence, perhaps introduce you to something new or allow you to carry out your passions and guarantee that you will have a great time here at the University of Greater Manchester.

It is possible to set up your own society at the University, as long as you have the passion, drive, and support from friends to run it. To do so, you will need to visit the Students' Union office and request an application pack.

To see what societies are currently provided, visit the link below.

- [Societies](#)

In addition to societies, there are a number of sports clubs and events that you can also register interest with. Many facilities are available for use, with discounted rates and enhanced opportunities provided for students.

To find out more, please visit the link below.

- [Clubs](#)

Dignity at Study

Dignity at Study is the University's procedure against bullying, harassment, sexual misconduct and discrimination.

You can also find lots of useful guides and tutorials under the My Personal Development section on LEAP Online.

To find out more about the policy, visit the '[Dignity at Study](#)' webpage.

The Journey Begins Now!

Now you know what support is on offer, let's take a look at other aspects that may arise during your first year.

Imposter Syndrome

Impostor Syndrome (IS) is a feeling of inadequacy that persists despite evidence of success (Home, 2024). This guide will take a closer look at IS, and provide information on how to combat the feeling while at university.

Recognise the Signs

IS can look different from person-to-person, but there are several shared features that are identifiable. These include, but are not limited to, burnout, fear of failure, denial of success, and feelings of fraudulence (Huecker et al., 2023). It is important that you reach out for support should you feel that you are suffering from IS, and our Life Lounge team are available to help.

Recognise Your Achievements

While IS can make a person focus on negatives, it is important to acknowledge the positives. Getting to university did not happen by accident – you made it happen! Use a growth mindset to disregard any feelings of luck, or of being undeserving (Feigofsky, 2022).

Be Kind to Yourself

This links closely with recognising your achievements. Many students will be in the exact same position as you when starting university, and each student progresses at a different pace (Office for Students, 2022). Celebrate your own victories instead of comparing yourself to others. Additionally, celebrating your successes regardless of size can help to overcome IS. For example, if you receive positive feedback, printing the feedback could serve as a reminder of success (Abramson, 2021).

Things Happen

Setbacks happen in life. However, setbacks don't always have to be negatives. Practising self-compassion and seeking support, in addition to reframing views, are all methods of shaping negatives into positives (Mosunic, 2024). There is support available at the University should you need it: please contact the Life Lounge should you need help.

FAQs

Will I get lonely?

Starting at university level is a new and exciting adventure in a person's life. Each person is different, and some new students may adjust to their new lifestyle easier than others. However, support is available to all students to help with this. The Life Lounge can provide mental health and wellbeing support, and the Student Experience team plan frequent events, excursions, and activities that are excellent opportunities to make new friends.

Will I get along with everyone?

While we encourage students to forge new friendships and to try different activities when starting their course, we do acknowledge that human nature is inevitable. Focus on enjoying your time with your friends, and always stay respectful of others. Should you feel that you are being unfairly treated, the Dignity at Study policy is in place to support you.

How can I develop my time management skills?

A huge positive of attending university is the development of personal skills that are relevant to both studies and to the working world. Throughout your course, you will have a number of deadlines that you will need to meet. Effective time management

will be key to achieving this. You can develop these skills through prioritising, organising, and strategising your workload, thus giving you a clearer picture of what needs to be done, and when. Additionally, punctuality is important. Remember: university is preparing you for the working world. Start good habits early by ensuring that you are on time to your classes.

For further guidance on time management, please see the LEAP Online module below:

- [Time Management](#)

Key Takeaways

Congratulations on completing Making the Most of Year 1! You've taken an important step towards starting your university journey with confidence. Remember, setting clear goals, using the support and resources available, and getting involved in clubs and societies can make your experience both rewarding and fun.

If you ever feel unsure or experience imposter syndrome, know that you're not alone - many students feel this way, and there's always support available to help you through it. You belong here, and your university journey is yours to shape. Good luck, and here's to an exciting and successful first year!

References

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Access LEAP Online at: <https://leaponline.bolton.ac.uk/>