Example Application

Student Partner Application

Please fill out the form below and send it to sapprojects@uts.edu.au by 9am Monday 28 April 2025. If you have any questions, please refer to the FAQ page or email sapprojects@uts.edu.au.

Project Focus Areas

We're looking for projects that aim to create positive change in the following areas at UTS:

- **Assessment practice.** How your knowledge and understanding of class content is tested e.g. sit-down exams, practical exams, take home essays.
- **Teaching practice.** How lecturers and tutors teach you e.g. lectures, seminars, flipped learning.
- **Policy and process review.** How rules and systems at UTS are applied to students e.g. enrolment, special consideration, timetabling.
- **Academic support.** Academic help offered to students outside of the classroom e.g. writing skills workshops, referencing guides, digital skills, peer learning groups.
- **Inclusivity in learner engagement.** How diverse learner needs are supported in the classroom e.g. neurodiverse students, students from non-English speaking backgrounds.

Project Selection Criteria

Project proposals will be assessed on their:

- Potential impact on improving the student experience.
- Feasibility of project to meet outcomes within grant timeline and resources.
- Sustainability of project outcomes beyond the grant period.
- Partnership process and outcomes within the project.

Please read the project focus areas and project selection criteria before answering the questions.

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Please fill in the below:

Group (2-3 students) or Individual Project? • *Group projects to receive $10,000* • *Individual projects to receive $5,000*	*Group*

Specify what type of team project it is

Student Group Details (at least completed 6 months at UTS)	Student name	Student ID	Student UTS Email Address and Mobile Number	Student Type
	Jane Doe	478653	Jane.Doe@student.uts.edu.au 0479154788	Undergraduate
	Miguel Sanchez	467834	Miguel.Sanchez@student.uts.edu.au 0415257718	Undergraduate
	Jennifer Nguyen	489675	Jennifer.Nguyen@student.uts.edu.au 0435735451	Undergraduate

Staff Partner Details	Staff Name	Title	Unit	Contact Email Address
	Sana Singh	Specialist	Design and Architecture Building	Sana.Singh@uts.edu.au

Provide staff and student partner details

Project area of academic engagement and partnership
Academic support
Project title
Digital Literacy Project

Specify area of focus

Create brief and clear project title

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Describe the project output, outcomes and how they will potentially improve the student experience.
(500 words)

Digital Literacy is not merely a skill but a necessity in today's technological climate. The Digital Literacy project aims to enrich students in a digital learning space by creating an accessible pool of resources and services catered to their specific subject. These resources will be streamlined into the existing Canvas platform as a separate library tab. Using our personal experience as DAB students, we will focus the project on the DAB faculty. A shared gap we have noticed is the lack of academic support in developing foundational skills in design software's and assignment skills (presentation, portfolio, assignments). While certain subjects and courses may offer introductory courses to certain software's, there is still an expectation for students to have some base knowledge in their first year. These resources will be catered for all students across all years as we will cover skills that can continuously be improved upon.

We aim to create video resources shared within this library that all students can apply to their work. An example of the shared resources we can create include video demonstrations on 'How to make and present an effective and engaging presentation', 'How to build a captivating portfolio using Canva' and more. We will also include videos and links to services such as LinkedIn Learning as there is an array of introductory courses that students are unaware, they have access to. By holding focus groups within different DAB degrees, we can gather what common gaps are needed to support the students in their studies. We also plan to interview academics and UTS support services such as HELPS to further learn more about the student experience and needs.

As a result, we hope to create many readily available educational videos that tutors can access and share to their students through the Canva library that will greatly improve the student learning journey experience. By creating and streamlining an abundant pool of essential skill resources, students can devote more time to the creativity and design of their work rather than spending a large amount of time on learning the software functions. These important skills gained through a digital space will also improve the student's professional development experience as they are equipped with various of strategies and knowledge required in the professional world, enhancing employability prospects.

Brief description of project

Project area of focus

Aim and output

Outcome:
How this will improve the student experience

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What are the expected benefits that your project will create and how and where might they be embedded into UTS processes?
(200 words)

The expected benefit our Digital Literacy project will create is that we will not only help with a student's learning development but also support tutors. As tutors are faced with a multitude of common questions and inquiries throughout their teaching, the created resources can help ease their support of students. For example, if they notice a commonality in the lack of student's presentational skills (verbal, visual), they can share a resource video with the students on their expectations of giving and creating a presentation. This allows the tutors to then focus on the content of the work rather than being distracted by disparities in the content and visuals.

The Digital Literacy project can be embedded through the Canva platform for DAB subjects and accessed by tutors to share to students where they see fit. Rather than tutors finding resources from a multitude of platforms that can be difficult to share or upload to students, having these available resources on the UTS supported platform allows for an easier distribution. In turn if tutors have a smoother support resource service, this gives them more time to support the developmental and assignment focus questions for students. Therefore, students can focus on improving the content of their assignment after having learnt the foundational skills to present their work.

Expected benefits overall

How it can be embedded in UTS processes

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Project and Budget Management Timeline

Project Deliverable	Delivered by	Cost
Create project plan	20th June	10 hours: $474
Data collection, survey, focus group and interviews – DAB students, academics	8th August	20 hours: $948 $20 x 10 voucher incentives: $200 Workshop catering: $200 $30 workshop materials: post-it notes, flipcharts etc
Progress report	22nd August	15 hours: $711
Content preparation of training modules (writing, filming, editing)	26th September	60 hours: $2844 Adobe subscription: $21.99/month
User testing	17th October	35 hours: $1659
Evaluation based on user testing	7th November	20 hours: $948
Final report and presentation	24th November	40 hours: $1896
Total Cost:		$9931.99

Costs to include:
- Estimation of hours expected to work (add all group member hours together)
- Estimated hourly pay rate= $47.4
- Resource estimation (workshop supplies, subscriptions, catering)

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