QUICK START GUIDE FOR 2020/21

The School of Performing and Digital Arts administration team advise on academic queries from students in Drama, Theatre and Dance, Media Arts and Music. This guide provides answers to the most common queries we receive from students as they start their studies.

FREQUENTLY ASKED QUESTIONS

Where and **when** are my classes? Refer to your online timetable.

Where can I find my course material? Refer to your module pages on Moodle (the college's Virtual Learning Environment).

Which modules am I registered on? Refer to your student and study record on Campus Connect

Who can I talk to?

Module related – contact the course convenor or tutor of your module.

General academic query – contact our Helpdesk, email PDA-School@rhul.ac.uk, if you have a query regarding your course of study and module registration.

Pastoral care – contact your personal tutor via their college email, they will be able to answer your query or refer onto the relevant college support services. Tutor lists are posted to the General Information sections of your department's web-page:

Drama, Theatre and Dance   Media Arts   Music

How do I find answers to other aspects of my college life?

If you have a query about an aspect of college life that isn't specific to your home department, there are multiple sources of information and helpdesks available to answer your query:

Welcome to Royal Holloway app – getting started, where to go when you arrive, who to check in with, how to enrol, induction/welcome activities, ways to meet others and stay connected, sporting/leisure opportunities

Student Advisory and Wellbeing – wellbeing, counselling, international support, chaplaincy, disability & dyslexia services, mental health care

College Student Intranet – news & events, study info, campus life, money matters, jobs & careers, help & support

Student Services Centre – enrolment, fees, accommodation, student ID cards

Students' Union – social/interest clubs, events, advocacy, and support groups

Contact Us: pda-school@rhul.ac.uk   Tel: +44 (0) 1784 276885

MS Teams Drop-Ins (Public): Monday to Friday from 10-11am. Join Microsoft Teams Meeting