**Academic Exec Training**

* Try to do training before the first Board of Studies
* Academic Exec Training before conference
* Potentially in place in first exec

SU Education officer has agreed to do an online guide in addition to the face to face training we do. The aim of this guide is to cover core training skills which then allows us as staff members to spend more time in the face to face training to focus on bigger core issues for the year.

The guide will include:

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| * Role of Faculty Rep
 | * Motivate your reps
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| * Academic Exec Summary
 | * Collecting Feedback
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| * Information about Committees
 | * List of jargon
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| * Events to get involved with
 | * Student Voice Report
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| * Top 10
 | * Ambassadors
 |
| * How to create change through committees (campaigns)
 | * Resources, dates, contact details
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