

Full Equality Impact Assessment Form

Equality Relevance High ☐ Medium ☐ Low ☒

1. Name of the policy or practice?

mySkills academic literacy resource

2. What is the aim, objective or purpose of the policy practice?

To provide a single point of access, via a web site, to the range of academic literacy resources and support provided by UWE – <http://www.uwe.ac.uk/myskills/>

3. Who is responsible for developing the policy?

Student Literacy Interconnection Project Group

4. Who is responsible for implementing the policy?

Student Literacy Interconnection Project Co-ordinator

5. Who is the policy intended to benefit?

Any UWE students or potential students who want to develop their academic literacy skills

6. What is intended to be achieved by the policy?

Improved access to academic literacy resources provided by UWE. The previous site was incomplete and not easily navigated/accessed.

7. How will you know if this policy has been successful?

Evaluation of mySkills by various student groups; web metrics and other usage data.

8. Do the following equality groups have different needs, experiences, issues and priorities in relation to the intended outcomes of this policy? Please give information/ evidence to support your answer.

	Yes	No	Not known – Do you need to generate sources of information?
Women, men, transgendered people		No	
Black and minority ethnic	International students may be accustomed to a		

groups	different educational culture. Non-native speakers of English may need additional support.		
Disabled people	Students with visual or other sensory and physical impairments that affect their use of online resources; students with specific learning difficulties (eg dyslexia).		
Younger or older people	Mature students may have less experience of using online resources.		
People of different religion and beliefs		No	
Lesbian, gay and bisexual people		No	

9. Is there potentially adverse impact on the following equality groups as a result of this policy? Please give information/ evidence to support your answer.

	Yes	No	Not known - Do you need to generate sources of information?
Women, men, transgendered people		No	
Black and minority ethnic groups	Language needs to be accessible to non-native English speakers		
Disabled people	Online resources need to be accessible using assistive software		

Younger or older people	mySkills site needs to be straightforward to use for people with less experience of using IT		
People of different religion and beliefs		No	
Lesbian, gay, bisexual people		No	

10. Is the policy designed or does it have the potential to promote equality for particular groups or good relations between groups? If so, how?

Allows students from different educational backgrounds, cultures and levels of experience to develop academic literacy skills that equal those of other students

11. Do you need to carry out a formal/informal consultation internally or externally at this stage? Who you need to consult?

Evaluation of mySkills with different user groups

12. What method or mechanism would be best suited for this consultation?

Questionnaire; usability testing; focus groups; feedback from students and staff
[Online posting of EIA on E&D website](#)

13. What action could be taken to mitigate any negative impacts identified or is there an opportunity to take steps to address different needs or promote equality of opportunity more effectively? If yes, please comment and complete action plan.

Adherence to web standards for design/accessibility
 Amendments to mySkills website following user testing etc as in 12 above.

14. Who will be responsible for monitoring the implementation of the action plan?

Student Literacy Interconnection Project Co-ordinator

15. Please outline how you have revised the policy (if necessary) in the light of the Equality Impact Assessment . If no change is to take place please give reasons.

Resource still under development – see action plan

16. Please indicate when you think this policy/practice should be reviewed next:

Summer 2012

Equality Impact assessment completed by:

Name	Elsbeth Williams
Post title	Student Literacy Interconnection Project Co-ordinator
Faculty / service	Library
Date	January 2011

Please return this form to the Equality and Diversity Unit. The equality and diversity unit will provide feedback and will publish the final document.

Confirmed by the equality and diversity unit:

Name	
Date	

ACTION PLAN – Name of Policy ...mySkills..... Service/Faculty...Library.....

Issues	Actions required	Responsible Person	Resources required	Target date	Success Indicators	What progress has been made?
Information/data required	Web metrics; usage data	SLIP Co-ordinator		Easter 2011	Increasing levels of use	
Consultation	Evaluation of mySkills with different user groups <u>particularly for International, disabled and mature students</u>	SLIP Co-ordinator	Time; incentives for participants	Easter 2011	Positive feedback from users	
Monitoring and review arrangements	Ongoing monitoring of usage; monitoring of feedback from students and staff.} <u>Foucs groups targeted at all equality groups</u>	SLIP Co-ordinator		End June 2011, and ongoing	Increasing levels of use (mySkills and skills4study); positive feedback from users	
Publication	Report on evaluation of mySkills including recommendations and action plan	SLIP Co-ordinator		End July 2011	Publication of report; subsequent implementation of recommendations	
Other actions						

Please return form to the Equality and Diversity Manager