Tips for UCD Students - Significant Ongoing Illness

Managing third level effectively with any disability involves the use of a number of available services and tools. It is also very important that each individual student **takes responsibility for their own academic career at UCD**.

The aim of the UCD Access & Lifelong Learning (ALL) is to allow all students receiving Disability Support to **become independent learners** so they can develop the skills expected of successful graduates to bring into the workplace. The following guidelines are designed to help you to reach that goal.

Communication

- UCD encourages any student with a significant ongoing illness to **communicate with UCD ALL** in order to receive the necessary supports to manage your student role.
- You will be required to provide appropriate [Evidence of Disability](#) and **attend a Needs Assessment**, where the appropriate classroom and exam accommodations will be discussed.
- After completing the Needs Assessment, you will be provided with a **Certificate of Disability Support** which outlines the supports you are availing of in UCD. You are encouraged to **send this Certificate to your Module Coordinators/lecturers/tutors** to inform them about necessary classroom supports and to request exam accommodation for in-trimester exams, in-class tests or locally arranged exams.
- If applicable, you have the option to put **'Diabetes Awareness'**/ **'Cystic Fibrosis Awareness'** / **'Epilepsy Awareness'** on your certificate as a way of disclosing to module coordinators/lecturers if you would find this helpful. There is also the option to put '**Fatigue Awareness'** down on your certificate, as fatigue (due to a disability or medication) can pose difficulties for concentration and/or managing tasks and assignments.

Exam Accommodations

- The **exam supports available for end-of-trimester exams** will be discussed within the Needs Assessment (you may still use exam supports for **in-trimester exams but must request them from Module Coordinators directly**).
- These supports are based on **national guidelines**. Hence, certain supports may not be appropriate for everyone with a significant ongoing illness. Examples of exam supports include:

| 10 minutes extra time per hour | Alternative exam venue | Close to bathroom | Food and Drink |

Assistive Technology

- Assistive Technology is **software and/or devices which can help students manage their day-to-day tasks** in UCD. Assistive Technology is usually discussed at the Needs Assessment.

Example Assistive Technology:

Technology	Description
Recording Tools	**LiveScribe Smartpen** – pen with built-in recorder. Synchronizes notes with audio recording, you can click on any part of the notes to play back the audio recording from class. **Audio Notetaker** – computer software which allows you to take notes and record audio in the same place. You can colour code material and upload PowerPoint slides.
Voice Recognition / Dictation Software	Software which can be used to dictate essays or assignments. As you speak, text appears on the screen. This can also be used with a handheld Dictaphone. Dictation features can be found in both **Google Docs** and **Microsoft Word**.
Download Notes in an Alternative Format	You may wish to study your notes using an alternative format (e.g. PDF, audio file, HTML etc). You can download files from Brightspace in an alternative format using **Brightspace Ally**. You can also convert files into an alternative format using **SensusAccess**.

'ALL Student Supports' Brightspace Module

- UCD ALL hosts a range of resources on the Brightspace module called **'ALL Student Supports'**. This module is available to all UCD Students. Resources include **interactive academic skills & wellbeing workshops** as well as **resources for managing online learning.**
- UCD ALL hosts live free Academic Skills & Wellbeing workshops each trimester to help students learn the necessary skills to succeed in UCD. More information can be found on our website.
- Examples of workshop topics include note-taking, stress management, avoiding procrastination, time management, digital skills, group work, mind mapping, writing & researching and self-care.

Strategies for Managing Fatigue in College

- As you transition into college, you may find it difficult at first to juggle all of the demands both within college (e.g. attending lectures, completing readings and assignments, studying for exams, socialising, commuting) and outside of college (e.g. managing self-care, managing family demands, managing other life commitments). It is important to pace yourself and incorporate breaks throughout the day.
- You may find it useful to complete this 'Balancing the Books: Managing Fatigue in College for Students and Staff' interactive workbook which allows you to identify how you experience your fatigue, look at what factors contribute to your fatigue, and explore strategies to help manage fatigue in college life.

Support Services available to all UCD Students

Service	Purpose
Writing Centre	Free 1:1 support and workshops for academic writing.
Maths Support Centre	Free 1:1 and small group support in Level 0, 1, and 2 Maths modules any programme.
Student Counselling Service	Free and confidential service staffed by professionally qualified psychologists and counsellors to help students deal with personal issues affecting happiness, well-being, relationships, capacity to cope or learning.
Programme Office	Support for queries relating to your programme.
Student Adviser	Support for academic, social, personal or financial issues you may have during your course.

Useful Online Resources

- Managing College and Life video
- Diabetes Ireland
- Cystic Fibrosis Ireland
- Epilepsy Ireland
- Migraine Ireland
- Arthritis Ireland
- FibroIreland
- AHEAD

Please contact disability@ucd.ie at any time if you have questions!

Access and Lifelong Learning (2021)