

Student Practice Session User Guide

Practice Sessions on ARCPoW

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Logging a Practice Session(s)

- 1.) Log into [ARCPoW](#)
- 2.) Under student name click the 'Sessions' box (highlighted below)

The screenshot shows the ARCPoW (ARCP on Web) interface. At the top left is the UWE Bristol logo. To the right are navigation buttons: Students, Practice Support Net, My Profile, Contact Us, and Log Out. Below this is a header section with 'Student Name' (redacted) and 'Intake' (09.20ADULT). A row of tabs includes Student Details, Allocations, Attendance, and Sessions (highlighted with a red box). Below the tabs are two buttons: 'Add New Practice Session' and 'Click here to print'. A table lists practice sessions with columns for Session, Hours, Date Attended, and Notes. The table contains three rows of data and a total row. A 'Remove Session' button is located to the right of the first two rows. At the bottom, there is copyright information for ARC Technology Ltd 2022 and the text 'Placements on Web (POW)'.

Session	Hours	Date Attended	Notes
Mental Health Simulation	7.3	01/07/2022	
Mental Health Simulation	7	21/06/2022	
Cross Field Simulation			
Total Hours	14.3		

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- 3.) This will open your practice sessions
- 4.) Here you can add, view, print and delete your practice sessions.

Adding a Practice Session(s)

- 1.) To add a practice session first click 'Add New Practice Session' bar.
- 2.) Please complete the section presented

UWE Bristol University of the West of England

Students Practice Support Net My Profile Contact Us Log Out

Student Name Intake 09.20ADULT

Student Details Allocations Attendance Sessions

Add New Practice Session Click here to print

Session Please Select **Notes**

Date Attended 09/05/2022 **Hours**

Submit

Session	Hours	Date Attended	Notes
Mental Health Simulation	7.3	01/07/2022	
Mental Health Simulation	7	21/05/2022	
Cross Field Simulation			
Total Hours	14.3		

© ARC Technology Ltd 2022 Placements on Web (POW) Remove Session

- a. **Session:** Select from drop down
- b. **Date Attended:** This is the date you attended the practice session
- c. **Hours:** The total hours of the session you attend on that day
- d. **Notes:** Optional

- 3.) Once completed click the 'Submit' button.

Note: If information does not comply with the practice session(s) criteria an error message will appear at the top righthand corner of ARCPoW with details.

UWE Bristol University of the West of England

Students Practice Support Net My Profile Contact Us Log Out

Student Name Intake 09.20ADULT

Student Details Allocations Attendance Sessions

Add New Practice Session Click here to print

⚠ Student Session Date [2022-12-22] does not comply to Attended Valid to date- date must be before [2022-07-03]!


Session	Hours	Date Attended	Notes
Mental Health Simulation	7.3	01/07/2022	
Mental Health Simulation	7	21/06/2022	

Remove Session

Removal of Practice Session(s)

If you have input an incorrect practice session you will be able to remove it yourself, clicking the 'Remove Session' bar to the right of the practice session you wish to remove.

Note: you will not be able to remove any practice sessions that have been put in by the university.



[Students](#)[Practice Support Net](#)[My Profile](#)[Contact Us](#)[Log Out](#)

Student Name

Intake

09.20ADULT


Student Details

Allocations

Attendance

Sessions

Add New Practice Session

 Click here to print

Session	Hours	Date Attended	Notes
Mental Health Simulation	7.3	01/07/2022	<div>Remove Session</div>
Mental Health Simulation	7	21/06/2022	

Printing Practice Sessions

If you would like to print your practice session ARCPoW has a 'Click here to print' button available on the sessions screen.

Student Details

Allocations

Attendance

Sessions

Add New Practice Session

Click here to print

Session	Hours	Date Attended	Notes
Mental Health Simulation	7.3	01/07/2022	

Remove Session

Difficulties with Practice Session

If you are having difficulties with the ARCPoW website please contact sds.operations@uwe.ac.uk or call 0117 32 84018