**SIPP FAQ**

1. **When will we get information on the tasks? Can this be before the Service Development teaching?**

We will provide information on each of the six tasks on the first day of the SIPP.

1. **Are we expected to have any prior knowledge of the topic area? Will we be allocated to groups according to our experiences?**

You will not be expected to have any prior knowledge of the area. We are randomly allocating people to groups.

1. **What happens if I can’t attend the Service Development teaching day?**

We will record the session for people who cannot attend.

1. **What are the expectations of trainees’ behaviour in the assessed sessions?**

Within the assessed sessions, trainees are expected to behave as if they are in a professionals’ meeting on placement.

1. **Are we expected to dress differently, i.e. as if we were going to placement?**

There are no expectations for dressing in a smarter way for the group working days.

1. **What if we don’t do so well on one of the tasks? Will there be any allowance in the marking for the person leading the first exercise, as they won’t yet have an idea of what the sessions look like?**

We will be collecting competency evidence from all of the ‘live’ aspects, so there will be chance for people to show competencies over all of the group days and presentation day. We acknowledge that the person leading the first task possibly has a harder job than others, but they will have lots of opportunities to show good competency evidence throughout the process.

1. **Who will the markers be?**

For this year, all markers will be course staff.

1. **Where could we get background information from? Could this be from other people, e.g. past supervisors? Do we need to acknowledge them if so?**

You can gather information from anywhere, and do be creative in how you do this. We have selected projects from services where the proposers will be available for a phone call during the morning of the first group working day. When you speak to them, you can ask them for more background information on the service and needs. But they won’t provide guidance on how to do your task or what your project should look like.

As the poster is formally submitted, please don’t include identifiers (e.g. name of the service or location).

1. **At what level do the poster and presentation need pitching? Is it for a professional or lay audience?**

The poster and presentation should be pitched at a professional level, and can assume that the readers have some knowledge of clinical psychology. The purpose of the summary is to make the project accessible to a lay audience. But do bear in mind Rob’s presentation and how to make the poster readable and accessible for a professional audience.

1. **Should the presentation cover ‘process’ stuff, such as what we thought about the task and what we have learned from it?**

The presentation should just focus on the project and give an overview on the work you did and your outcomes. So it will be guided by the tasks you undertake and should focus on the outcomes of these and how they helped you develop your project, rather than your personal reflections.

1. **Is the purpose of the presentation to describe our project, or to sell it to the audience?**

The main purpose is to describe your project and the methods you used to reach your outcome. You don’t have to sell it to the audience, although you will be expected to be persuasive and positive in your approach (i.e. not criticising or rubbishing what you did!).

1. **Does the presentation just need to be about the tasks we lead?**

No, the tasks can be a guide for the area you cover, but the presentation should tell a coherent story from where you started to the outcome of your project work. So whilst mentioning the tasks could be helpful, it is not required.

1. **Where do we put references?**

You can put a couple of key references on the poster, but bear in mind Rob’s advice about formatting.

1. **Do we need to adhere to APA formatting?**

No, you should design your poster to best fit the way you want to communicate the information. But if you are including references, these should be formatted according to APA guidance.

1. **Will the audience have read the poster before we present?**

Yes, all the audience will have had time to read the poster and summary beforehand.

1. **Will questions from the audience just be about what we presented on in our 5 min slot, or could it be about any aspect of the project?**

Questions will always be directed at one person, so won’t specifically be about a part of the process that someone else talked about. But they might cover more general aspects of the project that were not talked about in the presentation.

1. **What if I am ill at any stage of the process?**

The live skills aspects of the process are considered to be an exam within university regulations. So you are expected to attend, and would need to provide a doctor’s note if you are absent.

If you are ill on any of the working days, you may not be able to show enough competency evidence to the markers for you to continue the process. We would assume that if you missed any more than one of the three days you may have to discontinue the process.

If you do miss any time from the three group working days, we will ask you to decide whether or not you would like to be assessed this time, or whether you would rather defer to the next year. We are going to take advice from the university to answer this question definitively.

If you are absent on the presentation day, there are specific areas of competency evidence that you will not be able to show, and so would need to defer until next year.

1. **If we have to resit the whole process, who will it be with?**

If an individual fails (by receiving a Fail grade on any of the ‘live’ competencies) they would be allocated to a group next year.

A whole group could fail by receiving a Fail grade on Collating Information or on any of the indirectly assessed competencies which cannot be remedied by a Pass with Conditions and resubmission. In this case, all of the trainees in the group would be allocated to groups next year, but would not work together again.