Support for Welsh-speaking students and those studying through the medium of Welsh

Introduction

This booklet has been designed to help academic and administrative staff to support Welsh-speaking students and those studying through the medium of Welsh.

The booklet aims to present information under various headings on different aspects, so that staff can refer students to appropriate provision and support.

The booklet can be used by anyone working with students – lecturers, personal tutors, administrators etc.

We hope that this information will be of benefit to you.

Contents

1.   Using Welsh at Bangor University

Using Welsh at Bangor University
The Welsh language is an integral part of life at Bangor University and in the surrounding area and this is reflected in the everyday work of the University. The University's *Language Scheme* ensures that Welsh and English are treated on an equal bases and that there are opportunities for students to use Welsh while studying and while using the University's services.

Studying through the medium of Welsh
More students study through the medium of Welsh at Bangor than at any other University. By now, there are Welsh-medium modules available in all subject areas. It is also important to remember that students can submit their work in Welsh even if the module is taught through the medium of English (see section 6(ii) for guidance on how to submit students' work for translation).

Services in Welsh
In line with the *Language Scheme*, the University's services are available to students in Welsh. The language in which students wish the University to communicate with them is noted in Banner and this language choice should be respected when sending personal correspondence to a student. In order to underscore the status of the Welsh language in the University and to give students confidence to use Welsh, it is good practice to send e-mails addressed to groups of students bilingually (this is not necessary in the case of e-mails relating to English-medium modules). Posters on notice boards, School handbooks etc. should also be bilingual.

If you have any questions about the *Language Scheme*, please contact Dr Lowri Ahronson, Director of the Language Scheme at Canolfan Bedwyr.

2.   Welcome Week

Welcome Week provides a great opportunity to draw the attention of Welsh-speaking students to the Welsh-medium services available in the university and to the opportunities for studying through the medium of Welsh.

A full programme of activities has been planned for Welsh speakers during Welcome week. The intention is to reach as many Welsh speaking students or learners as possible, in order to convey the message that there are a large number of exciting opportunities available, both academically and socially. Students should be encouraged to attend these events during the week.

As well as the social events often planned by the Colleges/Schools, here is an outline of the week's main Welsh-medium events:

- **Monday morning – An introduction to studying through the medium of Welsh at Bangor and Welsh-medium module fair**. This event is led by Wyn Thomas, Pro Vice-Chancellor. Two sessions will be held in Neuadd Powis, 10.30 - 11.30am and 11.30 -12.30pm. These sessions will run before/after the Vice-Chancellor's formal welcome in Neuadd PJ, and are compulsory for students who speak Welsh. Translation facilities will be available, so Welsh learners are also more than welcome. Representatives from every school will be present and it is a good opportunity, therefore, for the students to meet staff. This session will also be a good opportunity to hear more about the Coleg Cymraeg Cenedlaethol.

- Also during welcome week, some schools will hold a **Welsh language skills session**, where there will be a presentation on the importance of language skills, how they can be developed, and what support is available.

- Individual Colleges/Schools will also organise **Cysgliad training sessions** during the week or during the coming weeks (Cysgliad is a software that includes Welsh language spelling and grammar checker and bilingual dictionaries).

Peer Guides
Peer guides will receive information about Welsh language provision, to pass on to students. Welsh-speaking peer guides will also be available, to help new students settle in.

3.   How to obtain information on Welsh-speaking students

The Pro Vice-Chancellor's office has prepared a list of first year students who speak Welsh in each School. This list will be distributed to every school.

Welsh-speaking students can also be identified via Banner.

4.   Welsh medium/bilingual modules

Welsh medium modules are available in *every* school at the university (but some schools offer more than others).

What are the advantages of studying through the medium of Welsh or bilingually?
- enables a better understanding of the subject since the student learns, to all intents and purposes, in two languages
- maintains language skills that have already been developed in school
- develops cognitive skills
- enhances employment opportunities since there is a demand for bilinguals in all kinds of jobs
- provides an excellent basis for a career

How I can persuade a student who has doubts about studying modules through the medium of Welsh?
Although studying modules through the medium of Welsh offers many advantages, the idea continues to cause some students concern. Here are some of the main concerns:

- they worry that their Welsh is not 'good enough'
- they worry that they won't understand the terminology in Welsh
- they worry that there are no Welsh language books /textbooks available to support learning

Support is available to respond to each one of these concerns – see section 6 for details. Lecturers or personal tutors are always available for advice on any aspect of Welsh medium learning.

(i)   Welsh medium /bilingual module codes
As part of the Welsh Government's attempts to increase the number of students studying through the medium of Welsh, HEFCW awards a financial premium for registrations on Welsh medium modules.

In general, if a module is Welsh medium/bilingual this is indicated by including the letter C or D in the code e.g.

- ACB1104 Cyflwyniad i Farchnata
- CXD1016 Sgriptio Teledu

From an institutional perspective, this means:

- that the school can receive a financial premium from HEFCW for every registration on the module
- that the university can track how many people are studying Welsh medium modules.
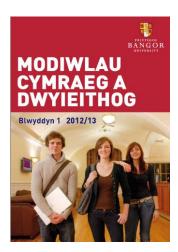
(ii) Banner

All module details and codes are entered into Banner. These details are then the basis for the information on the Gazette, and the students use the Gazette to choose their modules. Therefore, it is wholly important that every module is included on Banner, including those with a Welsh/bilingual code.

Once the students have chosen their modules, the schools record the choices on Banner. Since some modules have two codes (an English medium code, and a Welsh/bilingual code), it should be ensured that the correct code is recorded on Banner.

Make sure that the students have registered on the module with the correct code!

(iii) Welsh medium /bilingual module handbook

Each year, a handbook listing the Welsh/bilingual modules available to first year students is published. *Llawlyfr modiwlau Cymraeg a Dwyieithog Blwyddyn 1* is published during the summer, ready for new students in September.

The handbook is distributed to each school and to a number of service departments, so that students can use it to choose their modules.

It's useful to show that there are so many Welsh medium and bilingual modules available, and so it is also used in open days, school fairs, the Eisteddfod etc.

A list of all Welsh medium/bilingual modules is also available on the *Gazette.* There is a specific dropdown menu for them so staff must make sure that students use the dropdown menu to get a full list of modules.

If you would like to receive booklets to hand out, contact Eirian Jones on e.jones@bangor.ac.uk

5.   Bursaries/ finance for undergraduates

Two kinds of bursary are available for undergraduates studying through the medium of Welsh:

(i) Welsh medium study bursaries
If a student chooses to study 40 credits or more through the medium of Welsh, Bangor is offering a bursary of £250 each year.

To make an application for this bursary, the student must fill in a *Student Finance Application* form which is available from their local education authority. There are some restrictions on this bursary, so for full details, go to www.bangor.ac.uk/studentfinance/info/welshbursary.php,
or contact the Financial Advice Unit on moneysupport@bangor.ac.uk

(ii) Coleg Cymraeg Cenedlaethol undergraduate scholarships
The Coleg Cymraeg Cenedlaethol (see section 9 for more on the CCC) is offering two undergraduate scholarship schemes:

- Main scholarships
  - £1000 per year
  - students must study at least 80 credits per year through the medium of Welsh

- Incentive scholarships
  - £500 per year
  - Students must study at least 40 credits per year through the medium of Welsh

Students need to apply for these scholarships before they arrive at Bangor. Full details are available, as well as guidelines on how to apply on the Mantais website www.mantais.ac.uk

Details about postgraduate scholarships can be found in section 8 (iii).

6.   Canolfan Bedwyr - language support for students

Canolfan Bedwyr is located in Dyfrdwy building on College Road and students or staff are welcome to call in to ask whether we can be of assistance.

Canolfan Bedwyr offers language support for students, with the aim of helping students to develop their confidence in using Welsh. They work with schools across the university, providing specialist courses and resources for Welsh.

This is the kind of support that is available for students:

(i)   language skills modules

Some Welsh speaking students feel that their spoken or written Welsh is not 'good enough'. If a student is concerned about the standard of their Welsh, rather than them continuing to lack confidence and being unsure of their Welsh, they could follow one of the modules offered by Canolfan Bedwyr. These modules can help the student to boost their confidence in using their Welsh:

The modules focus on the development of language skills, which will be a great help to students as they do assignments in Welsh, and as they prepare for the bilingual working world in Wales. These modules will also help students to prepare for the Coleg Cymraeg Cenedlaethol's Tystysgrif Sgiliau Iaith (Language Skills Certificate).

Yr 1	CCB1001 CCB1201	Sgiliau Defnyddio'r Gymraeg	10 credits	Sem 1 or 2
Yr 2 and 3	CCB2201 CCB3201	Sgiliau Defnyddio'r Gymraeg	10 credits	Sem 2
Yr 2 and 3	CCB2202 CCB3202	Ymdrin â'ch pwnc yn Gymraeg	10 credits	Sem 2

For more information, ask the Head Language Tutor, Eleri Hughes - eleri.hughes@bangor.ac.uk

(ii)   translation

The translation unit translates a huge variety of documents, both administrative and academic, for all university schools and departments. Two services are available for students:

Translation of students' essays
Students have the right to submit their essays in Welsh, even if the tutor/lecturer does not understand Welsh. It is the tutor/lecturer's responsibility to contact the Translation Unit to organise a translation into English.

Some students are concerned that the translation could alter the quality of their essay. The translators' task is to try to reflect the style, register and language level of the original content so that the translation reflects the original as closely as possible.

See below the procedure to be followed to arrange translation of a student's essay:

- The lecturer/tutor sets a date for the essay to be submitted.

- The lecturer/tutor should ensure that the students are aware from the outset that they can submit the essay in Welsh if they prefer.

- Students who wish to submit their essay in Welsh should ensure that the lecturer/tutor is aware of this as soon as possible.

- The lecturer/tutor should contact the Translation Unit to give them advance warning that an essay/essays will be sent for translation on the submission date/deadline.

- Once the lecturer/tutor has received the essays, those needing translation should be sent to the Translation Unit via http://cyfieithu.bangor.ac.uk, and a date for their return should be discussed.
- As a guideline, the following are rough timescales, for translation of essays:

  - less than 2000 words – 5 working days
  - between 2000 and 5000 words – 5-10 working days
  - over 5000 words – to be discussed

It will often be possible for the work to be completed sooner, but this depends on the translators' workload. To be sure of getting the essay back in good time, the work should be sent as soon as you have received it.

Translating students' presentations
Students are often required to give presentations in front of their fellow students. Students have the right to give presentations in Welsh, even in classes where not everyone understands Welsh. It is the lecturer/tutor's responsibility to ensure that a simultaneous translator is present to translate for non-Welsh-speaking staff and students.

See below the procedure to be followed to arrange a simultaneous translator for a student presentation:

- The lecturer/tutor sets a date for the presentation.

- The lecturer/tutor should ensure that students are aware from the outset that they can present in Welsh if they prefer.

- Students who wish to present in Welsh should ensure that the lecturer/tutor is aware of this as soon as possible.

- The lecturer/tutor should contact the Translation Unit as soon as possible to arrange a simultaneous translator for the appointed day.

- The student should ensure that the translator has a copy of the presentation at least 5 days in advance, so that the translator has time to read the work and look up any specialist terms.

- The lecturer/tutor should send any other relevant papers (e.g. topic, question) and let the translator know how many people will need the service.

- The translator will ensure that the listeners know how to use the equipment, and also that the simultaneous translation does not disturb the presenter.

Please direct any enquiry about translation to Llio Gwynfor, Translation unit Administrator - 01248 382038.

(iii)   Cysgliad (www.bangor.ac.uk/cysgliad)
The computer software *Cysgliad* is very popular and is extremely useful for spellchecking and to identify language errors in Welsh. It is suitable for staff and students alike. It contains:

- *Cysill* - a spellchecker and grammar checker
- *Cysgeir* - a collection of electronic English/Welsh dictionaries

Cysgliad has been installed on all university computers, and can also be purchased from Canolfan Bedwyr for personal computers. It is a good idea that all students who study part of their course in Welsh buy a copy to download on their personal computer. It is available to buy for a special price of £20 to Bangor University students.

Some schools will organise a session on how to use Cysgliad during Welcome Week, so it is vital that Welsh speaking students attend this session to learn how to use it correctly.

Canolfan Bedwyr can also organise practical training sessions for staff. For further details, or to buy a copy of Cysgliad, contact Judith Hughes on judith.hughes@bangor.ac.uk or call 01248 383293.

(iv)   terminology
If students or staff are unable to find the correct Welsh term for something, or have difficulty using technical terms in Welsh, the online resources listed below are a good starting point. They include a wide range of bilingual dictionaries for terms in many different fields:

- Terminology for Higher Education on the Porth website – www.porth.ac.uk/termau
- Y Termiadur (a dictionary of standardized terms used in the National Curriculum and examination system in Wales) www.bangor.ac.uk/termiadur
- The Welsh National Terminology Portal - www.termau.org/porth

Help is also available from the Coleg Cymraeg Cenedlaethol's terminologist based in Canolfan Bedwyr. Staff and students are welcome to contact her:
Dr Tegau Andrews on t.andrews@bangor.ac.uk

(v)   on-line help
Cymorth Cymraeg – Putting the language to work
http://www.bangor.ac.uk/cymorthcymraeg

'Cymorth Cymraeg' brings together on the university website, all kinds of templates, audio and computer resources to give university staff and students practical help in using Welsh in their day to day work. It is a useful resource which includes:

- sound files for listening to correct punctuation
- guidelines on how to write correctly
- useful phrases
- instructions on how to set up your computer to work with Welsh

(vi)   language guidelines
General language guidelines are available to help write correct Welsh, such as:

- ***Llawlyfr Gloywi Iaith*** *(£4 to Bangor students and staff)*

It is available for purchase from Canolfan Bedwyr. If you would like a copy, contact Judith Hughes on judith.hughes@bangor.ac.uk or call 01248 383293.

7.   Study support for students

Study skills
In order to ensure that students get the best assistance with their studies, study skills sessions are available to help students to develop cross-disciplinary skills, for instance:

- note-taking
- planning essays
- preparing for oral presentations
- mathematics and statistics
- active reading
- critical thinking
- organising references
- avoiding plagiarism

This support is available through the medium of Welsh.

8.   Welsh medium postgraduate students

Welsh-medium development opportunities that have been specifically developed for postgraduate students are available. The current provision includes:

(i)   Welsh-medium induction for new postgraduate students New Postgraduate student day
A half day of Welsh medium training is held for new postgraduates shortly after Welcome Week. The session includes presentations, information sessions and an opportunity to socialise.

(ii)   The Discussion Forum
The Discussion Forum is aimed at postgraduate students. It was established to develop the network of new scholars working through the medium of Welsh at Bangor University.

The forum meets about twice a semester and provides an opportunity to share experiences and good practice. Each semester there are presentations by different speakers. It is an opportunity to learn about, and discuss issues concerned with research and teaching. In the past, the forum has discussed subjects such as developing new modules, submitting articles, and teaching methods that encourage students to participate in seminars.

For further details, contact Eirian Jones on e.jones@bangor.ac.uk

(iii) Coleg Cymraeg Cenedlaethol postgraduate scholarships
From September 2011 onwards, the Coleg Cymraeg Cenedlaethol will be offering scholarships for students following taught Masters Courses (MA, MSc etc). In order to receive a scholarship, students must:

- follow at least 60 credits of the first part of their course through the medium of Welsh
- present their dissertation in Welsh

A list of eligible courses, and full details on how to apply can be obtained from www.colegcymraeg.ac.uk

(iv) Training and Development Programme for the staff of the Coleg Cymraeg Cenedlaethol
Each year, the Coleg prepares a national programme of staff development sessions. All postgraduate students, research students and staff are invited to attend. There are sessions on issues such as bilingual education, time management, research and publication, and institutional collaboration. Details of these workshops are distributed via email to members of the Discussion Form and the members of the School of Welsh-medium Studies.

For further information, contact Dr. Dylan Phillips – d.phillips@colegcymraeg.ac.uk

9.   Coleg Cymraeg Cenedlaethol

The Coleg Cymraeg Cenedlaethol was established on April 1st 2011. The College was established to plan, finance and promote Welsh medium education at university level.

The College is not based in one geographical location nor does it award its own degrees, rather it works with the existing higher education institutions in Wales.

There is a 'branch' of the College in every University in Wales, and the Bangor branch is based in Canolfan Bedwyr.

The College's main roles are as follows;
- awarding scholarships to students – further details are given in section 4 above
- ensuring that Welsh medium staff are available to lecture through the medium of Welsh
- ensuring that Welsh medium resources are available to support the learning

Join the Coleg Cymraeg Cenedlaethol
We encourage every Welsh-speaking student to become members of the Coleg. By joining, students will receive information about the Coleg's activities and developments, and details about opportunities such as scholarships. It is vital that those students who are studying Welsh-medium modules join, in order to have access to learning resources on Y Porth. It is possible to join by following the steps on this link: http://www.colegcymraeg.ac.uk/cy/ymaelodi/

The Coleg also employs several national project officers who are based at Bangor University:

Dr Tegau Andrews, Terminologist, t.andrews@bangor.ac.uk
Stephen Rees, Music Co-ordinator, s.p.rees@bangor.ac.uk
Rhiannon Heledd Williams, Promoting Welsh as a subject, r.h.williams@bangor.ac,uk

For more information go to www.colegcymraeg.ac.uk or contact Eirian Jones, the Coleg's Branch Officer in Bangor, on e.jones@bangor.ac.uk

10. Y Porth

www.porth.ac.uk
Y Porth (literally "the gateway") is a collaborative e-learning platform for the Welsh medium higher education sector. It was established in 2009 in order to encourage universities to share Welsh-medium learning resources, and to facilitate the process of teaching modules collaboratively. It contains electronic teaching resources and materials, and modules that have been created by universities in Wales under the sponsorship of the Coleg. It has developed to be an important focus for learning and teaching Welsh-medium modules

It includes:

- **open resources** e.g. website gallery, higher education terms, module resources
- **exclusive resources** for staff and students from universities in Wales
- **modules e.g.** support materials for modules
- **resources from the staff development workshops organised by the Coleg Cymraeg Cenedlaethol**

Isn't Y Porth just a Welsh version of Blackboard? How do they differ?
Y Porth is based on Blackboard and is available in Welsh just like Blackboard is available in Welsh in Bangor. The difference is that Blackboard in Bangor is restricted to staff and students of Bangor University only, while Y Porth is available to all universities in Wales.

Y Porth is important in terms of creating a Welsh academic community, and it also contains a list of all the Welsh medium lecturers who work in universities in Wales.

How do you register?
In order to gain access to *some* of the resources, staff and students must register. This is easy – just follow the instructions on the home page of the website. After you've registered, you will gain access to *some* of the resources. In order to access some of the module resources, students must ensure that they've registered on the module within Y Porth – the lecturer should make sure that this happens.

Can you gain access to Y Porth from Blackboard?
The best way of going to Y Porth is via http://www.porth.ac.uk. Here, you can browse through the open resources or log in in order to gain access to further resources. It's easy enough to create a link from Bangor's Blackboard to Y Porth's website.

11.   UMCB/Students' Union

Undeb Myfyrwyr Cymraeg Bangor (UMCB)
UMCB works for the benefit of Welsh speaking students or those learning Welsh. It organises events to ensure that members can socialise in Welsh. It includes:

- Cymdeithas Llywelyn – for learners
- Y Ddraenen – Welsh language magazine
- Y Llef – Welsh language newspaper
- Aelwyd JMJ – JMJ's choir

UMCB is an independent body which is separate from the main Students' Union. The President for 2012/13 is Mared Jones.

mair.rowlands@undeb.bangor.ac.uk
http://www.undeb.bangor.ac.uk/umcb/

12.   Useful contacts

Welsh medium coordinators
There is a Welsh medium coordinator in every school. They are available to assist students with all aspects of Welsh medium teaching in their school. Students are welcome to contact these individuals directly to discuss any aspect of their course or if they wish to study through the medium of Welsh/bilingually. A list is given below:

Education and Lifelong Learning	Shân Ashton	01248 383224	s.ashton@bangor.ac.uk
Business	Dr Sara Parry	01248 388457	s.parry@bangor.ac.uk
Social Sciences	Dr Myfanwy Davies	01248 382140	Myfanwy.davies@bangor.ac.uk
Law	Dewi Llŷr Jones	01248 382219	d.l.jones@bangor.ac.uk
Creative Studies and Media	Dr Llion Iwan	01248 383207	llion.iwan@bangor.ac.uk
Music	Dr Pwyll ap Sion	01248 383808	papsion@bangor.ac.uk
Theology and Religious Studies	Dr Eryl Wyn Davies	01248 382080	e.w.davies@bangor.ac.uk
Welsh	Professor Peredur Lynch	01248 382245	p.i lynch@bangor.ac.uk
History, Welsh History and Archaeology	Nia Powell	01248 382249	n.m.w.powell@bangor.ac.uk
Modern Languages	Dr Manon Mathias	01248 382130	m.mathias@bangor.ac.uk
English Language and Linguistics	Dr Peredur Davies	01248 382198	p.davies@bangor.ac.uk
Environment, Natural Resources and Geography	Dr Paula Roberts	01248 382976	p.roberts@bangor.ac.uk
Ocean Sciences	Dr Dei Huws	01248 382523	d.g.huws@bangor.ac.uk
Biological Sciences	Prof. Deri Thomas	01248 382362	a.d.tomos@bangor.ac.uk
Healthcare Sciences	Gwerfyl Roberts	01248 383165	gwerfyl.w.roberts@bangor.ac.uk
Psychology	Dr Manon Jones	01248 382541	manon.jones@bangor.ac.uk
Sports, Health and Exercise Sciences	Sarah Williams	01248 388395	sarah.williams@bangor.ac.uk
Chemistry	Dr Andrew Davies Dr Keith Hughes	01248 383636 01248 382379	r.a.davies@bangor.ac.uk keith.hughes@bangor.ac.uk
Electronic Engineering	Dr Iestyn Pierce	01248 382732	i.pierce@bangor.ac.uk
Computer Science	Dr Iestyn Pierce	01248 382732	i.pierce@bangor.ac.uk