

Greenwich Employability Passport

Returning students guide

Welcome to the revised GEP Programme

Our location for the revised GEP: <https://greenwich.targetconnect.net>

We're here to introduce you to some exciting changes: a new points system, new career learning and support Pathways, and more flexibility in your learning journey.

We want to ensure you're up to date on the exciting changes in the GEP Scheme, and this guide will explain the changes and some recommended actions.

New “Getting Started” tutorial

When you re-enrol on the revised GEP you will see the new “Getting Started” tutorial. This is a step-by-step tutorial that will cover all the changes and support you with tips on how to get the most out of the revised GEP. The “Getting Started” Pathway includes a reflective exercise that will recommend some starting Pathways for you. Once you complete the “Getting Started” tutorial a menu of Pathway options will open up for you. You will have the freedom to choose the Pathways that interest you the most.

New Career Learning and Support Pathways

The updated GEP now incorporates a set of career learning and support modules. We call these modules Pathways. These Pathways consist of brief, interactive online lessons that combine various activities. Their primary aim is to boost your confidence and develop your skills. Many of these activities will guide you through resources and tasks, empowering you to gain practical skills at your own comfortable pace.

New Activity Pathways

The revised GEP is built around Pathways, and the Activity Pathways is where you can upload and show your evidence. We have revised the number of activities you can upload per Activity Pathway and have categorised the Activity Pathways into three areas: work experience, extracurricular, and career exploration.

To summarise the GEP now has two types of GEP Pathways:

- GEP Activity Pathways: These are Pathways where you can show evidence of your involvement in work experience, extracurricular activities, and career exploration.
- GEP Career Learning and Support Pathways: These pathways provide step-by-step guidance on essential employability skills, career-related topics, and valuable resources, with a special focus on AI tools.

Please note we will be adding new Pathways throughout the Academic Year. We are keen to develop the Pathways so they are as useful and helpful to as many students as we can.

New points system and streamlined awards

To achieve the full Passport, you need to receive and earn a total of 250 points throughout your studies at the University of Greenwich. Completing each Pathway will award you 50 points, so to achieve the full Passport you have to complete five different Pathways. However, we encourage you to go beyond this, and complete as many Pathways as you can.

Streamlined rewards for points earned:

- 250 points (5 Pathways): Greenwich Employability Passport (GEP) Certificate
- 300 points (6 Pathways): LinkedIn Recommendation

- 400 points (8 Pathways): A professional headshot photograph to add to your networking sites

GEP Pathway Completion Deadlines - 7th June, 2024

To achieve the full Passport, you need to receive and earn a total of 250 points throughout your studies at the University of Greenwich. The GEP will allow you at the end of term three (7th June 2024) to submit all the Pathways you have completed and claim one of the awards. Don't worry we will send you reminders throughout the year! All rewards will be issued during the summer.

Summary of Changes

- New location for GEP in our new online employability platform <https://greenwich.targetconnect.net/>
- New "Getting Started" tutorial
- New "Career Learning and Support" Pathways
- Streamlined activity Pathways into three categories: work experience, extra-curricular activities, and career exploration
- New points system - for each Pathway completed you now get 50 points.
- Rewards now organised in three levels of achievements: GEP Certificate, LinkedIn Recommendation and Professional Headshot Photograph.
- Deadline of 7th June to make your submission for a Reward. All rewards will be issued during the summer.
- Please note that the old GEP platform will be shut down, but you will be able to view your GEP old activity submissions here InfoHub Login (gre.ac.uk)

How to get your previous GEP points recognised in the new revised GEP

1. Complete the Transition Form: To ensure a smooth transition of your points to the revamped GEP, please take a moment to fill out the transition form. Here is the link to the form: <https://forms.office.com/e/2qMVfWB2JR>
2. Enrol in the GEP New Platform: After you've submitted the form above, you can re-enrol in the GEP on our new platform. To do this, simply complete the "Getting Started" tutorial.
3. Capture Your GEP Points Summary Email: Keep an eye on your email inbox for a message titled "Summary of your GEP points." Once received, take a screenshot of this email. You will need this screenshot to upload it in the "Recognising previous GEP points" Pathway.

Now, you're all set to explore and engage with the new pathways and continue accumulating points to complete your Passport.

Please do not hesitate to drop us an email if you need any support from us at employability@gre.ac.uk