

Frequently Asked Questions

How do you choose your topics?

UoS has an advisory board, with representatives from the College and University Business Officers (CUBO), the Association for Student Residential Accommodation (ASRA), The University Caterers' Organisation (TUCO) and Venuemasters, which makes the decisions.

Can I suggest a topic?

Yes and we would be delighted to hear from any colleague. Click [here](#) or on the contact us button to send us an email.

How do you choose your trainers?

We take advice and recommendations from our advisory board and our colleagues.

How do you choose your venues?

UoS tries to hold all its seminars in academic venues. We use Venuemasters' venue finding service to identify possible venues. Our priorities are to offer a range of locations throughout the country at venues offering a high standard of service and value for money.

What is the feedback on the most recent UoS seminars?

The table below summarises the results from participant feedback forms from our four most recent seminars. Six is the most positive response and one the most negative. The results for pace, length and depth are the actual number of replies.

	Finance in the conference office	Restaurant and banqueting Skills	Finance for chefs	Whose room is it Anyway?
The training environment	5.1	5.5	5.2	5.4
Seminar content	4.4	5.3	5.4	5.6
Visual aids	4.3	5.5	5.4	5.1
Handouts and course materials	4.7	5.4	5.7	5.1
Tutor's presentation	4.6	5.6	5.7	5.8
Tutor's understanding and response to participants' needs	4.7	5.5	5.3	5.8
Seminar pace - too fast	8	1	1	0
- about right	13	18	12	24
- too slow	2	1	0	1
Seminar length - too long	0	2	0	0
- about right	8	17	12	25
- too short	15	1	1	0
Seminar depth - too much	5	1	0	0
- about right	13	17	13	24
- too little	5	2	0	1
How much have you gained from the seminar?	4.1	5.2	5.2	5.4
Were your expectations met?	4.1	5.2	5.2	5.4
Sample size	23	20	13	25

Will you organise a seminar just for my staff or for venues in my area?

Yes, we would be pleased to do so. We need around ten participants. Click [here](#) or on the contact us button to send us an email.

How can I speak to someone from UoS?

Call us on 07766 525145 or click [here](#) or on the contact us button to send us your telephone number and we will call you back.