THE UNIVERSITY of EDINBURGH

INSIGHTS

Get involved. Get informed. Get inspired. Get in.

Designing your workplace visit

Top tips suggested by students

1 Make it interactive

Incorporate activities, discussions, and hands-on experiences

2 Provide a realistic view of the workplace

Include tours, introduce students to multiple colleagues and departments, share practical advice and example of your day-to-day

3 Share personal career journeys

Tell your own stories, experiences and challenges to help students understand the realities of career journeys

4 Highlight multiple interest areas

Review the student biographies and take an interest in their goals and areas of study. Where possible, tailor the visit to showcase multiple roles and departments within your organisation that may reflect these various interests

5 Allow time for discussion

Provide opportunities for students to ask questions and engage in discussions to foster a deeper understanding of the workplace and industry

6 Brief all colleagues who will be involved in the visit

Explaining the programme to colleagues during the visit itself can be very challenging for both students and alumni hosts. Please share our “What is the Insights Programme” resource with all colleagues who will jin the visit to enable them to learn about the programme and its aims in advance