

Response to sign-up

These e-mails would need to be customised for your OJC setting, but may be useful as a basis when organising OJC sign-ups.

Hello!

We are delighted to confirm that you have been successful in gaining a place in the Journal Club session running on **xxxxxxx**.

Your next step is to prepare a short summary of the **news/article/research** that you would like to share. You could start by finding something interesting from your module website or perhaps by browsing the stories in the [Conversation](#). ***If you are studying at Level 3 or beyond, maybe you would like to start with primary literature.***

Please use Powerpoint to produce your slides. Remember – there is a [Journal club PowerPoint template](#) available on the OJC site, which you can adapt to suit your purpose – or you can design your own slides if you prefer– the decision is up to you. There is a recording of a sample Journal Club available in the [OJC Adobe Connect room](#), so why not have a look at this? It might be helpful to get an idea of the length of each news item, the way we used slides to share our information and the varied style of the different presenters.

Once you have designed your slides, please email them to us at this email address. We will ensure that they are loaded into the club room, so you can just turn up a few minutes before your slot and don't have to worry about any of the technicalities! To ensure all the news items are in place in time for the event, please email them 24 hours before your journal club.

Please remember that Journal Club is about enjoying your subject – sharing interesting news with other like-minded students. There will be no recording and no testing! We look forward to hearing your presentation and to talking with you during the journal club! Please get back to us with any queries.

Kind regards,

xxxxxxx

Journal club reminder

Hello!

Just a gentle reminder that your journal club is coming up at on **xxxxxx**. Now that the date is fast-approaching, some of you might be feeling anxious about the prospect of actually talking online during the online journal club event. Please don't worry; everyone will probably be feeling a bit nervous and the tutor(s) are there to put everyone at ease. Participating in OJC might be your first experience in communicating 'live' in an online setting, so well done for taking this step! If you haven't already sent me a copy of your slides, it would be great if you could please whizz these over by **xxxxxx**. Don't worry if they are not perfect - OJC is all about practice - not perfection. If something urgent crops up and you can't make your slot please let me know as soon as possible, so we can let someone else take your place.

Kind regards,

Xxxxxxx