

RO Academic Assignment portal

You can use the Realising Opportunities (RO) student portal to communicate with your RO Academic Assignment tutor. You can log in to the student portal at www.realisingopportunities.co.uk/students. If you applied to the RO programme online then you can login using the same details you used when submitting your application. If you did not apply online then the RO team at your host university will provide you with your login details.

Please note that these are **not the same login details that you use for the RO ementoring site**

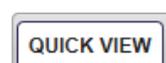
The **login page** will look like this:

The screenshot shows the Realising Opportunities student login page. At the top left is the logo with the text 'REALISING OPPORTUNITIES Working Together | Supporting Talent'. Below the logo are 'Home' and 'Login' navigation links. The main heading is 'Log into Realising Opportunities'. A blue information box states: 'This page is for students to log into Realising Opportunities to upload their assignments and interact with tutors.' Below this is a list of universities: University of Birmingham, University of Bristol, University of Exeter, Goldsmiths, University of London, King's College London, University of Leeds, University of Leicester, University of Liverpool, University of Manchester, Newcastle University, University of Sheffield, University of Sussex, University College London, University of Warwick, and University of York. To the right is the 'Student Login' form with fields for 'Email Address:' and 'Password:', and a 'Login' button. Below the form is another blue information box: 'Problems accessing your account? Forgotten password? [Click here to reset it.](#)'

If you've forgotten your password then you can reset it by clicking the 'forgotten password' link under the login space:

This is a close-up of the blue information box from the login page. It contains the text: 'Problems accessing your account? Forgotten password? [Click here to reset it.](#)'

Your record on the portal will have three tabs which are explained here:



Once you have logged in you will be able to see the contact details we hold for you in the **'Quick View'** tab.



If you click on the **'Discussion'** tab you will see a message box where you can type messages to send to your Academic Assignment tutor. The messages you send will appear in a thread underneath the box and you can scroll through the thread at any time see messages you've exchanged with your tutor in the past. You can also add attachments to your messages.

Please remember to always be polite and professional when speaking with your Academic Assignment tutor!

DISCUSSION

Add Comment

 Upon submission of a new comment, an email notification is sent to the recipient which contains the comment.

Comment:

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Attach a file to this comment?:

You can send your message by clicking the button. When your tutor sends you a new message you will receive an email notification and when you log in any new messages that your tutor has sent to you will be highlighted with a star.

ASSIGNMENT UPLOADS

In the 'Assignment uploads' tab you will be able to submit a draft assignment for your tutor to read.

Assignment Files

 You can upload a draft and a final version of your Academic Assignment here. Please ensure you select the correct destination when you upload a new file.

 NOTE: Uploading files with the same file name as already exist in each area will result in the existing file being overwritten.

Upload New File: Destination:

Assignment Draft File(s)

File name	File type	Upload date	
test-document.docx	docx	7th April 2015 (17:41:17)	Delete
test-document.pdf	.pdf	7th April 2015 (16:48:58)	Delete

Final File(s)

File name	File type	Upload date	
2-griffiths-test.doc	.doc	12th April 2011 (10:15:48)	Delete
testing.pdf	.pdf	22nd May 2012 (09:09:11)	Delete

In order to do this you must browse for the file using the upload box. Make sure you **choose whether the file you are uploading is a draft or your final assignment** by choosing from the **drop down box**. Your tutor will then be able to view the file you have uploaded. So make sure you choose either **Draft**:

Upload New File: Destination:

Or **Final**:

Upload New File: Destination:

The RO team at your host university may upload your final assignment for you. **Please make sure you follow their guidance on how to submit your final assignment.**