

Dear SWAN Champions,

Welcome to the Resources area where you can find information and documents to support you in your role as SWAN Champion. Of particular importance are the documents in the **QUB Documents** folder which include a **Data and Information Sources** guide, a **GDPR consent form**, an **Action Plan Template**, the **Role Description for SWAN Champions**, the redacted **Institutional Silver Submission (2019)**, and some good practice examples from QUB Schools. If you would like to add a good practice example from your own School, or update those included, please let me know.

We have also included information and useful documents from the Equality Challenge Unit, now a part of Advance HE. These are a range of documents that should help with the development of your submission, and include guides to analysing data, GDPR, impact and developing actions. The **SWAN Charters Handbook** is also included.

Two additional folders provide a range of other useful documents that you may wish to refer to.

Please note that all of the links and information in these folders are accurate as of February 2020. While we will endeavour to ensure the information is kept accurate, files can be moved and policies updated, so do please check that you are referring to the most up-to-date information.

Best Wishes,

The Athena SWAN and QGI Teams

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