

Skills Support at Deakin College

Melbourne Burwood Campus, Trimester 1, 2018

1. Academic Skills (AS) Moodle Site

For those who enjoy self-directed learning, you can access instructional videos, tutorials, guides and other resources on the AS Moodle to improve your academic skills and English language proficiency.

2. Free Lunchtime Study Skills Workshops

These free workshops are run at the beginning and end of each trimester and are designed to assist you step-by-step with your studies. They will run on Thursdays and Fridays. Please refer to the workshop schedule on the next page for this trimester's program. A reminder of what is coming up will be placed on the Student Portal on Monday morning.

3. Meet with a PALM

PALMs (Peer-Assisted Learning Mentors) are highly successful Deakin College students who want to help you get the most out of your studies. They can help you adjust to life at Deakin College by sharing their experiences and providing advice on successful study strategies. To book a face-to-face or online session with a PALM access the Student Portal and click on the PALM link under Study Skills.

4. Individual consultation with the Academic Skills Advisor at Deakin College

For specific and personalized academic advice and support, make an appointment with an Academic Skills Advisor at Deakin College Reception on Level 4, Building LA.

5. Drop-in centre

From week 5 to week 10, a drop in centre will be run where students can come and ask questions about their assignments or courses. There is no need to book. Each session will be run with at least one PALM mentor and a Student Learning Advisor. Please refer to the Student Portal for the room number.

Free Study Skills Workshops

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WEEK	TIME	ROOM	TOPIC	CONTENT
Wk 1 8 March	11-12pm	MA2.105	Getting Started at Deakin College	Learn about unit outlines, how to create a study timetable, what active and independent learning are, and what is expected at college. You will also learn about effective note-taking strategies.
Wk 1 9 March	12-1pm	LA3.206		
Wk 2 15 March	11-12pm	MA2.105	Deakin Library (Research tips)	Led by a Deakin College Librarian, you will learn how to access the library databases to search for appropriate study material and learn useful tips on how to search successfully.
Wk 2 16 March	12-1pm	LA3.206		
Wk 3 22 March	11-12pm	MA2.105	Analyse Assessment Tasks	What to do when you get your first assignment. This workshop will help you understand what is being asked of you and explain the difference between content words, task words and limiting words.
Wk 3 23 March	12-1pm	LA3.206		
Wk 4 5 April	11-12pm	MA2.105	Referencing (Harvard)	Understand referencing. Avoid plagiarism and learn about in-text citation and creating reference lists.
Wk 4 6 April	12-1pm	LA3.206		
Wk 5 12 April	11-12pm	MA2.105	Edit and Proof Read	Once your assignment is complete it is important to edit it and make sure that it reads well. This workshop will provide you with checklists and strategies to make sure the work you hand in is high quality.
Wk 5 13 April	12-1pm	LA3.206		
Weeks 6 - 9 19 April – 26 April 3 May – 10 May	11-1pm	MA2.105	A drop in centre will run by PALMS and a Student Learning Advisor. No need to book. Get assistance with study skills such as referencing, academic writing, note-taking, presentations, assignment preparation or revision techniques.	
Wk 10 17 May	11-12pm	MA2.105	Revision and Exams	Get organised and focused for upcoming exams. Receive advice on how best to prepare for exams both in advance and on the day.
Wk 11 24 May	11-12pm	MA2.105		