ACADEMIC READING AND WRITING SKILLS

Introduction to Critical Reading (Course No. 5236)
- Fri 24 March 3-6pm (3 hours)
Room 722 Education Building A35
Target group: undergraduates. Bring: example of course reading. Introduces process of critical thinking and reading, practises strategies for evaluating and asking critical questions about readings.

Critical Reading of a Research Article (Course No. 5237)
- Fri 31 March 2-5pm (Course No. 5237)
Room 722 Education Building A35
- Wed 3 May 10am-1pm (Course No. 5238)
Room 722 Education Building A35
- Fri 5 May 2-5pm (Course No. 5239)
Room 722 Education Building A35
Target group: senior undergraduates (3rd year +), Masters and doctoral students. Bring: journal article from field of study. Covers interpreting and asking critical questions about a text and its subject matter.

Reading for Effective Note-taking (Course No. 5240)
- Mon 20 March 9am-12noon (3 hours)
Room 722 Education Building A35
Target group: undergraduates, Masters by coursework. Bring: example of course reading. Practises strategies for thoughtful note-taking and summarising by identifying structure of text using two different types of text.

Foundations of Grammar (Course No. 5241)
- Tue 21, 28 March, 4 and 11 April 2-4pm (8 hours)
Room 722 Education Building A35
Target group: all students. Bring: sample of your own writing. This course looks at four basic areas of English grammar (sentence structure, verb groups, verb tenses and noun groups) from the point of view of the academic reader and writer. It will build your understanding of grammatical terminology and description.

Functional Grammar for Academic Writing (Course No. 5242)
- Mon 20, 27 March, 3, 10 and 24 April 5-7pm (10 hours)
Room 722 Education Building A35
Target group: students who have successfully completed "Foundations of Grammar" or a grammar diagnostic test. Bring: piece of your own writing. Builds on the workshop Foundations of Grammar and looks at expressing meaning through grammatical choices in academic writing.

Writing in an Academic Style (Course No. 5243)
- Tue 21, 28 March, 4 and 11 April 4-7pm (12 hours)
Course No. 5243
- Wed 22, 29 March, 5, and 12 April 11am-2pm (12 hours)
Course No. 5244
- Thu 23, 30 March, 6 and 13 April 1-4pm (12 hours)
Course No. 5245
- Wed 19 and Thu 20 and 21 April 2-5pm (9 hours)
Course No. 5246
- Sat 1 April 10am-1pm and 2-5pm (6 hours)
Course No. 5247
- Sat 8 April 10am-2pm and 2-5pm (6 hours)
Course No. 5248
Room 722 Education Building A35
Target group: undergraduates, first year, Masters by coursework. Covers evaluating sources of evidence, using evidence critically and to support your argument, synthesising evidence to find patterns and develop your argument and paraphrasing skills.

Writing a Critical Review on a Single Text or Object (Course No. 5244)
- Mon 27 March 9-12noon (Course No. 5267)
Room 722 Education Building A35
- Fri 7 April 9-12noon (Course No. 5266)
Room 437 Old Teachers College A22
Target group: undergraduates, Masters by coursework. Bring: (if possible): the text to be critically reviewed. Focuses on developing and demonstrating a critical perspective in a review of a single text (e.g. a journal article, artwork, film, lesson, policy, experiment website). Includes examples, language features and writing practice.

Professional Report Writing in the Social Sciences (Course No. 5245)
- Mon 1 May 9am-12noon (Course No. 5268)
Room 722 Education Building A35
Target group: undergraduates, Masters by coursework. Bring: (if possible): the text to be critically reviewed. Covers developing and demonstrating a critical perspective in a more complex critical review of a debate, meta-analysis, research area, etc. Includes examples, language features and writing practice.

SHORT ESSAY WRITING WORKSHOPS

These workshops cover the same areas as the twelve hour essay writing workshop, therefore EITHER enrol in the twelve hour workshop OR in one or more of the short workshops.

Essay Writing
- Tue 21, 28 March, 4 and 11 April 4-7pm (12 hours)
Course No. 5243
- Wed 22, 29 March, 5 and 12 April 11am-2pm (12 hours)
Course No. 5244
- Thu 23, 30 March, 6 and 13 April 1-4pm (12 hours)
Course No. 5245
- Wed 19 and Thu 20 and 21 April 2-5pm (9 hours)
Course No. 5246
- Sat 1 April 10am-1pm and 2-5pm (6 hours)
Course No. 5247
- Sat 8 April 10am-2pm and 2-5pm (6 hours)
Course No. 5248
Room 722 Education Building A35

Analyising an Assignment Question (2 hours)
- Mon 20 March 3-5pm (Course No. 5249)
- Wed 29 March 9-11am (Course No. 5250)
- Fri 31 March 12noon-2pm (Course No. 5251)
Room 722 Education Building A35
Target group: undergraduates, first year, Masters by coursework. Provides strategies for identifying the focus of critical analysis and investigating how the wording of a question affects the structure of the response.

Developing an Argument (3 hours)
- Wed 5 April 2-5pm (Course No. 5252)
- Tue 18 April 2-5pm (Course No. 5253)
Room 722 Education Building A35
Target group: undergraduates, first year, Masters by coursework. Helps students to develop an argument.

Planning an Assignment (2 hours)
- Wed 22 March 9-11am (Course No. 5254)
- Mon 3 April 10am-12noon (Course No. 5255)
- Mon 10 April 9-11am (Course No. 5256)
Room 722 Education Building A35
Target group: undergraduates, first year, Masters by coursework. Focuses on planning and structure of common written assignments.

Analytical Writing (2 hours)
- Mon 3 April 12noon-2pm (Course No. 5257)
- Wed 5 April 12noon-2pm (Course No. 5258)
- Tue 11 April 9-11am (Course No. 5259)
Room 722 Education Building A35
Target group: undergraduates, first year, Masters by coursework. Focuses on developing an argument by synthesising, evaluating and presenting evidence from relevant literature to substantiate a point of view.

Quoting, Summarising and Paraphrasing Evidence (2 hours)
- Fri 7 April 9-11am (Course No. 5260)
Room 418 Education Building Bldg A35
- Mon 3 April 9-11am (Course No. 5257)
Room 722 Education Building A35
- Thu 7 April 11am-2pm (Course No. 5272)
Room 722 Education Building A35
Target group: all students. Helps you to identify the differences between quoting and reporting, and gives practice in language strategies to help avoid plagiarism.

Writing a Critical Review on a Single Text or Object (3 hours)
- Mon 27 March 9-12noon (Course No. 5267)
Room 722 Education Building A35
- Thu 27 April 10am-1pm (Course No. 5274)
Room 722 Education Building A35
Target group: all students. Bring: draft of current writing. Focuses on some of the characteristics of successful academic writing across all disciplines, e.g. formality, objectivity, conciseness and impersonality.

Language Strategies for Referring to Evidence (3 hours)
- Mon 27 March 9am-12noon (Course No. 5273)
Room 722 Education Building A35
- Thu 27 April 10am-1pm (Course No. 5274)
Room 722 Education Building A35
- Fri 24 March 2-5pm (Course No. 5270)
Room 418 Education Building A35
- Mon 3 April 2-5pm (Course No. 5271)
Room 722 Education Building A35
- Fri 7 April 11am-2pm (Course No. 5272)
Room 722 Education Building A35
Target group: all students. Bring: draft of writing. Aims to make explicit the linking structures in English which make writing clear and logical and includes writing practice in using these structures.

Procrastination and Managing Time (2 hours)
- Wed 22 March 4-6pm (Course No. 5277)
Room 722 Education Building A35
- Wed 5 April 9-11am (Course No. 5258)
Room 722 Education Building A35
- Mon 3 April 2-5pm (Course No. 5257)
Room 722 Education Building A35
- Wed 22 March 4-6pm (Course No. 5277)
Room 722 Education Building A35
- Tue 18 April 10am-12noon (2 hours)
Room 722 Education Building A35
Target group: all students. Focuses on the range of grammatical structures, reporting verbs and tenses that are available, and presents guidelines for choosing appropriately.

Critical Reflection in the Social and Health Sciences (Course No. 5276)
- Mon 24 April 1-5pm (4 hours)
Room 722 Education Building A35
Target group: all students. This workshop will be helpful for students who are required to describe and reflect on a critical incident; critically respond to and reflect on a real-life scenario or case study, and demonstrate critical thinking and writing practice.

STUDY SKILLS

Procrastination and Managing Time (2 hours)
- Wed 22 March 4-6pm (Course No. 5277)
Room 722 Education Building A35
- Wed 5 April 9-11am (Course No. 5258)
Room 722 Education Building A35
- Mon 3 April 2-5pm (Course No. 5257)
Room 722 Education Building A35
Target group: all students. Focuses on the range of grammatical structures, reporting verbs and tenses that are available, and presents guidelines for choosing appropriately.
Preparing a Thesis Proposal

ORAL PRESENTATION SKILLS

These workshops aim to develop your public speaking skills for tutorial/seminar and conference presentation, and include short practice sessions using video feedback.

Preparation of a Thesis Proposal

ORAL PRESENTATION SKILLS

Postgraduate Program

Preparing a Thesis Proposal

• Thu 21, 28 March and 4 and 11 April 12noon-2pm (8 hours)
  Room 722 Education Building A35

Oral Presentation Skills for Postgraduates

• Thu 23, 30 March and 6 April 11am-1pm (6 hours)
  Room 722 Education Building A35

Oral Presentation Skills for Postgraduates

• Mon 27 March 12noon-2pm (2 hours)
  Room 722 Education Building A35

Preparation for Postgraduate Study - Coursework

• Thu 26 April 1-4pm (Course No. 5285)
  Room 722 Education Building A35

Oral Presentation Skills for Undergraduates

• Tue 21, 28 March, 4 and 11 April 12noon-2pm (8 hours)
  Room 722 Education Building A35

Oral Presentation Skills for Undergraduates

• Tue 21, 28 March, 4 and 11 April 12noon-1pm (6 hours)
  Room 722 Education Building A35

English speaking background students

Oral Presentation Skills for Postgraduates

Room 722 Education Building A35

• Tue 21, 28 March, 4 and 11 April 12noon-2pm (8 hours)
  Room 722 Education Building A35

Non English speaking background students

Oral Presentation Skills for Undergraduates

Room 722 Education Building A35

• Mon 27 March 10am-1pm (Course No. 5294)
  Room 458 Education Building A35

• Fri 24 March 9am-12noon (Course No. 5295)
  Room 722 Education Building A35

• Fri 7 April 2-5pm (Course No. 5296)
  Room 722 Education Building A35

Target group: Masters by coursework students. Bring: a draft of a current assignment. This workshop looks at possible structures of coursework assignments, the component parts and the links between them.

Managing Literature for Coursework

• Mon 20 March 2-5pm (Course No. 5297)
  Room 436 Education Building A35

• Wed 12 April 2-5pm (Course No. 5298)
  Room 722 Education Building A35

• Wed 3 May 2-5pm (Course No. 5299)
  Room 722 Education Building A35

Target group: Masters by coursework students. Bring: 2 articles for a current coursework assignment. This workshop discusses how literature from your field can be used to support argument in your coursework assignment, and looks at strategies for organising your references.

Workshops for English Language and Learning

WORKSHOPS FOR ENGLISH LANGUAGE AND LEARNING

The following workshops are for non English speaking background students.

Writing a Thesis Including Publications

• Wed 22 March 2-5pm (Course No. 5287)
  Room 440 Old Teachers’ College A22

• Mon 10 April 2-5pm (Course No. 5288)
  Room 722 Education Building Bldg A35

Target group: Majors by research, doctoral students. Bring: sample proposal from your department (if available). Provides an overview of the proposal with particular emphasis on the introductory stage and the expression of aims, research questions and hypotheses.

Preparation for Postgraduate Study - Research

• Mon 20 March 12noon-3pm (3 hours)
  Room 722 Education Building A35

Target group: Majors by research, doctoral students (early stages). Covers preliminary stages of independent research; planning, research approaches and methodologies, characteristics of quality research, establishing and managing a bibliography.

Writing a Thesis Including Publications

• Wed 29 March 3-6pm (Course No. 5284)
  Room 722 Education Building A35

• Wed 29 April 1-4pm (Course No. 5285)
  Room 722 Education Building A35

• Thu 23, 30 March and 6 April 11am-1pm (6 hours)
  Room 722 Education Building A35

• Thu 21, 28 March, 4 and 11 April 12noon-2pm (8 hours)
  Room 722 Education Building A35

Room 722 Education Building A35

Writing a Thesis Including Publications

• Wed 22 March 2-5pm (Course No. 5287)
  Room 440 Old Teachers’ College A22

• Mon 10 April 2-5pm (Course No. 5288)
  Room 722 Education Bldg A35

Writing a Thesis Including Publications

• Mon 10 April 1-4pm (Course No. 5289)
  Room 722 Education Building A35

Target group: doctoral students. This workshop is based on a study of recent successful theses and will cover: how to write an engaging introduction and a forceful conclusion, avoid duplication in the several literature reviews required, and develop a final overarching argument.

POSTGRADUATE PROGRAM

Writing a Literature Review

• Sat 25 March 10am-1pm & 2-5pm (Course No. 5290)
  Room 722 Education Building A35

• Fri 28 April 10am-1pm & 2-5pm (Course No. 5291)
  Room 722 Education Building A35

• Thur 4 May 10am-1pm and 2-5pm (Course No. 5292)
  Room 722 Education Building A35

Target group: Masters by research, doctoral students. Bring: 4 or 5 research articles relevant to topic, literature review from own field. Examines purpose of review as well as structuring, synthesising and evaluating the literature.

Preparing for Postgraduate Study - Coursework

• Mon 27 March 12noon-2pm (2 hours)
  Room 722 Education Building A35

Target group: beginning Masters by coursework students. Covers time management, working in small groups, accessing and managing electronic and print information.

Writing Coursework Assignments

• Mon 20 March 10am-1pm (Course No. 5294)
  Room 458 Education Building A35

• Fri 24 March 9am-12noon (Course No. 5295)
  Room 722 Education Building A35

• Fri 7 April 2-5pm (Course No. 5296)
  Room 722 Education Building A35

Target group: Masters by coursework students. Bring: a draft of a current assignment. This workshop looks at possible structures of coursework assignments, the component parts and the links between them.

Managing Literature for Coursework

• Mon 20 March 2-5pm (Course No. 5297)
  Room 436 Education Building A35

• Wed 12 April 2-5pm (Course No. 5298)
  Room 722 Education Building A35

• Wed 3 May 2-5pm (Course No. 5299)
  Room 722 Education Building A35

Target group: Masters by coursework students. Bring: 2 articles for a current coursework assignment. This workshop discusses how literature from your field can be used to support argument in your coursework assignment, and looks at strategies for organising your references.

Workshops for English Language and Learning

The following workshops are for non English speaking background students.

Writing in an Academic Style

• Thu 23, 30 March and 6 April 4-6pm (6 hours)
  Room 722 Education Building A35

Target group: undergraduates, Masters by coursework. Bring: draft of current writing. Aims to make explicit the linking structures in English which make writing clear and logical and includes writing practice in using these structures.

Discussion Skills & Working in Groups

• Tue 2 May 10am-1pm (Course No. 5305)
  Room 722 Education Building A35

Target group: undergraduates, Masters by coursework. This workshop provides strategies for effective participation in academic discussion and focussed language practice. It helps you set up personal goals for developing your skills. Also examines challenges of working in groups and teams, and suggests strategies for making groups more effective.

Pronunciation Skills

• Wed 19, Thur 20 & Fri 21 April 10am-2pm (12 hours)
  Room 722 Education Building A35

Target group: all students. Bring: if possible, your own audio recording device, e.g. phone, MP3, digital recorder. Provides practise in identifying and correcting common pronunciation problems in English. Develops methods for improving speaking and pronunciation.

Detailed Reading for Academic Writing

• Fri 5 May 9-11am and 12noon-2pm (4 hours)
  Room 722 Education Bldg A35

Target group: non English speaking background postgraduate students. Focuses on understanding academic texts packed with complex content and how this information needs to be unpacked in order to write successfully and avoid plagiarism. Session 1 will specifically focus on text structure, identifying key content words in paragraphs and joint paraphrasing. Session 2 will provide key word identification, strategies for note-making and paraphrasing, and examples of independent detailed reading practice.

Develop your grammatical knowledge

• Foundations of Grammar
  • Functional Grammar for Academic Writing

Develop your essay writing

• Critical Writing in Essays
  • Critical Thinking
  • Analytical Writing
  • Planning an Assignment

Develop using evidence skills in your writing

• Language Strategies for Referring to Evidence
  • Quoting, Paraphrasing and Summarising Evidence
  • Using Evidence in Essays

Develop a clear academic style

• Clearer Writing
  • Writing in an Academic Style

HOW TO IMPROVE YOUR ACADEMIC LANGUAGE AND LEARNING THROUGH LEARNING CENTRE COURSES

Develop your critical reading and thinking skills

• Introduction to Critical Reading
  • Critical Reading of a Research Article
  • Critical Thinking
  • Reading and Note-taking skills
  • Reading Strategies

Develop your approach to study and exam techniques

• Procrastination and Managing Time
  • Practice for Multiple Choice Questions Exams
  • Practice for Short Answer Exams

Develop your oral presentation and discussion skills

• Oral Presentation Skills
  • Discussion Skills
  • Working in Groups
  • Pronunciation Skills

Develop your critical writing

• Writing a Critical Review on a Single Text or Object
  • Writing a Critical Review on a Topic Area
  • Professional Report and Case Study Writing
  • Critical Writing in Essays