



What does the Scheme offer to students?

The Scheme aims to provide ALL students in the Faculty of Health Sciences with opportunities to further develop their study skills.

The Scheme offers skill development in relation to:

- general study skills (e.g. effective listening and reading skills, note-taking)
- planning and presenting specific written assignments and oral presentations
- participating in tutorials and practical classes
- specific course requirements (e.g. learning in anatomy and clinics)
- transition to university and returning to study, time management, goal setting, and maintaining motivation.

In addition, postgraduate students can enhance their skills in relation to:

- advanced writing and research
- thesis writing
- writing for publication

Advice is also available on ways of coping and dealing with stress. Referral to the University's Counselling Service is available through the Scheme. Students considering their choice of course can also discuss their concerns.

How does the Scheme work?

Each year a network of staff from within the Faculty at the Bundoora campus is appointed as **Study Skills Advisers**.

A specialist **Language and Academic Skills Adviser (LAS Adviser)** works with students and academic staff and offers group and individual sessions in relation to:

- spoken and written communication skills
- specific aspects of writing, for example, structuring a text, writing style, referencing, and grammar

Arrange a consultation with an Adviser

Students are free to arrange individual, confidential consultations with any Adviser on any aspect of study skills and to attend seminars given by Advisers.

Arrange a consultation with an Adviser

- by telephone, by e-mail or in person
- through a year or course co-ordinator

Arrange a consultation with the Language and Academic Skills Adviser

- telephone the Faculty Health Sciences office on 03 9479 3583.

Attend a Lunchtime Seminar

Advisers conduct a series of lunchtime group sessions on a range of study issues. Topics include:

- effective reading strategies
- concept mapping
- referencing in health sciences
- writing in health sciences
- finishing that thesis


The Lunchtime Seminar Programme brochure is available at the start of each Semester on the Study Skills Scheme's website www.latrobe.edu.au/sss/ and on the SSS noticeboard.

Who are the people involved?

Co-ordinator of the Scheme

Jane McCooey

The Co-ordinator of the Scheme works with academic staff and Advisers on matters related to teaching and learning. Jane is a physiology lecturer in the School of Human Biosciences.



Language and Academic Skills Adviser

Mara Pavlidis

Mara is the Faculty's Language and Academic Skills Adviser. She works with students to develop all learning skills necessary for successful study, in particular, essay writing and language skills.

Study Skills Advisers

While Advisers are able to provide sessions on a range of study skills, they also have special interests and areas of expertise. Students are free to make an appointment with an adviser located in any school.

When choosing an Adviser, it is worth asking yourself:

- is the adviser reasonably accessible?
- is it necessary that the adviser be familiar with my area of study?
- is there an adviser whose area of expertise coincides with my particular needs?

A brochure with the names of Advisers for the current year describing their areas of special interest and details of how to contact them is available from the Study Skills Scheme's website www.latrobe.edu.au/sss/ and on the SSS Noticeboard .

Resources

'Target your study skills: optimise your learning" SSS Handbook

The handbook is available from the web page (e-handbook) and is password protected. Print copies of the handbook are on sale in the bookshops at each Campus for about \$7.50.

Study Skills Web Page

www.latrobe.edu.au/sss/.

Follow the many links from the homepage to access valuable learning resources. For example, look at the "Frequently asked questions" or ask your own question by emailing the Study Skills Scheme (hsstudyskillsscheme@latrobe.edu.au).

Study Skills Noticeboard is located in Health Sciences 1, Level 2,, near the the Faculty of Health Sciences Office.

Confidentiality and Privacy

La Trobe University respects the privacy of your personal information. We collect only enough personal information about you in a study skills session to assist you with your studies. Individual consultations are confidential and information is not passed to other members of staff unless you agree to this and it would benefit you in some way.

**Faculty of Health Sciences
Bundoora Campus**

STUDY SKILLS SCHEME

Target your study skills
Optimise your learning



**ABOUT THE SCHEME
2009**

Information for students