

## ACADEMIC WORKSHOP TIMETABLE SEMESTER 1 2009

(If the times below are unsuitable, please contact [dturner@auscampus.net](mailto:dturner@auscampus.net) for an alternative session)

***DIPLOMA STUDENTS – PLEASE NOTE. WORKSHOPS WILL BE INCLUDED AS PART OF YOUR FOUNDATIONS OF MANAGEMENT TUTORIALS***

<b>Academic Skills Workshops Fridays 1pm-2pm Room 104</b>	
Wk 3	Efficient Study Skills /Time Management What to study and how to study efficiently
Wk 4	Referencing Skills Using Harvard referencing
Wk 5	Note-Taking Skills / Summarising skills What notes to take and how to write study notes
Wk 6	Assignment / Essay Writing
Wk 7	Researching / Online resources Using La Trobe Online Library
Wk 8	Group Work Strategies
Wk 9	Assignment / Essay Writing
Wk 10	Presentation Skills
Wk 11	Exam strategies /Dealing with stress

