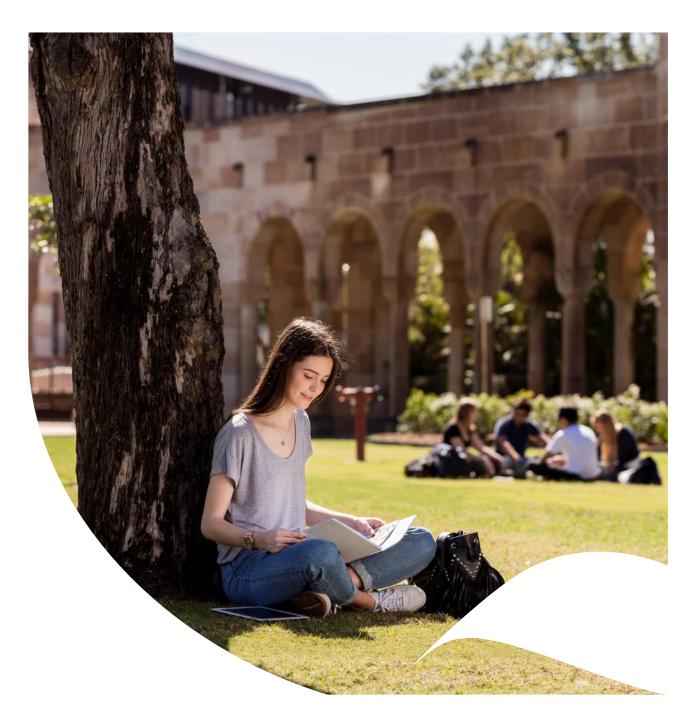


From Surviving to Thriving: Navigating your first year of the Bachelor of Health Sciences





Scan the QR code to access an online copy of this handbook.

Alternatively, you can also access the handbook here: https://public-health.uq.edu.au/current-students/ orientation-guides



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Acknowledgement of Country

The School of Public Health acknowledges the Traditional Owners and their custodianship of the lands on which UQ operates. We pay our respects to their Ancestors and their descendants, who continue cultural and spiritual connections to Country. We recognise their valuable contributions to Australian and global society.



How can I successfully navigate my first few weeks at university?

Use the first few weeks of university to get organised and settle into university life. Two events that are great to attend at the beginning are orientation and market day.

Orientation

The Bachelor of Health Sciences Orientation is held in O-week and will go over important information that you need in your first few weeks. This includes information about study plans, how to access support services such as counselling, and academic services. You will also learn about student associations that you can join. It's a great opportunity to meet other Bachelor of Health Science students.

> Check out this **short video** and hear some of our very own Bachelor of Health Sciences students chat about what they found useful from orientation.

For information about a whole range of other excellent UQ orientation events and resources, check out this webpage.

Market Day

Market Day is one of the most popular dates on the UQ calendar. Typically held on the Great Court at St Lucia in O-Week, there are nearly 200 stalls at Market Day where you can receive lots of free stuff, learn about and join loads of clubs, societies and sporting teams and just generally take in the uni vibes!

Attending Market Day and joining a club or society is one of the best ways to meet fellow students who share similar interests to you. It can also enhance your social life while completing the Bachelor of Health Sciences - making UQ feel like home!

Organising Yourself for the Semester Ahead

In your first week, try and find the buildings where all your classes will be held. Google Maps is a great tool for this. There is also an app called UQ Maps, which is more useful for finding amenities and bookable rooms.

Allocate to tutorials and organise your timetable using the My Timetable planning tool. You can buy a lab coat, goggles and badge reel from *The School Locker* on campus,

needed for some first year courses. Try and find the best study methods for you in the first few weeks so that you are organised for the year ahead. Anki can be a useful tool for biology as well as completing all your assigned readings before class, if possible. You can find further tips below in the Academic Support section of this Guide.

Complete the compulsory online academic integrity modules. These modules are designed to help you understand your responsibilities as a UQ student.













How can I feel more socially connected at university?

Feeling socially connected and having a sense of belonging at university are important ways to keep yourself engaged, motivated and connected during your studies at UQ. Fortunately, we have a whole range of events, experiences and programs to help you do just this!

Opportunities for social connection across UQ

- Check out the <u>UQ Life</u> website to find out about a whole range of events happening around our campuses throughout the year.
- Learn about all the different ways you can <u>Get Involved at UQ</u> through mentoring, volunteering or student representative opportunities. These opportunities can be a great way for you to further develop your professional skills as you prepare for (or progress) your career in health. The 'Public Health Undergraduate Student Community' Blackboard page is another place to learn more about opportunities!
- Join one or more UQ student clubs or societies. Here at UQ we're proud to be home to 200+ affiliated clubs and societies, with over 35,000 students taking advantage of the chance to learn new skills and hang out with like-minded people. Attend Market Day at St Lucia during O-Week to learn more about the different clubs and societies, or you can peruse and join online! One society we highly recommend (for obvious reasons!), is the UQ Public Health Association (or PHA-UQ).

Opportunities for social connection in the School of Public Health

- As highlighted on the previous page, the Bachelor of Health Sciences Orientation event (held during O-Week) is a great chance for you to meet your fellow students, Program Director, some of your course coordinators and key support personnel.
- Keep an eye on the **Public Health Undergraduate Student Community** page, found under 'My Organisations' in Blackboard. Here you'll find updates on upcoming events in the School of Public Health (both in person and online), as well as other important information.



Listen to some of our first year Bachelor of Health Sciences students chat about how they managed to make friends in their first semester of uni, and how university is different to high school.





Some additional tips:

- ✓ The best way to socialise and make friends in university is by showing up in person.
- ✓ The hot-spots, where lasting friendships are made, are tutorials, lectures, PASS classes and practicals.
- ✓ As new students, **Orientation Day** is a great opportunity to meet like-minded peers.
- ✓ Be helpful and provide value to others; even if it means simply sharing the best flashcards with your favourite peers.



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Effective listening and note-

university

taking skills

Where can I go for more academic support?

Book in for a student workshop

Student Services provide a range of workshops and sessions aimed at improving your academic skills. We highly recommend attending these workshops early in the semester, to help you develop useful study skills that you can apply throughout your courses. You can find out more about study skills workshops (and many other types of workshops) here.

Approach the Learning Advisers

Learning advisers can help you develop the study skills

you need for university. They can guide you to understand assessments and how to study effectively. Appointments work best **one on one**, but if you have a group assessment and want to discuss it together, you can bring your group to the appointment. **Important note:** Learning advisers are very popular! Make sure you book in very early to get an appointment. You can book an appointment with a learning adviser <u>here</u>.

Ten steps to better

Studying Effectively at

Consider whether you require a Student Access Plan for Disability (SAPD)

Our Student Advisers assist students with a disability, mental health or medical condition, illness, injury or exceptional circumstances. If a condition or circumstance is impacting your ability to study, <u>make an appointment with an adviser</u> to discuss the support available to you.

Complete some online training modules

The library offers a range of online modules that help students learn new skills. We highly recommend you take a look at the training modules available <u>here</u> – in particular, we strongly suggest you complete (at least) the **Digital Essentials, Advanced Literature Searching** and **EndNote** modules. You may also like to check out <u>this guide</u> on writing a literature review – even if you have completed one in the past!

Ask your course coordinator for help

If you need help, please don't hesitate to reach out to your Course Coordinators (or if relevant, the Program Director). They are here to support you. That might mean staying back for a chat after class or making an appointment.

PASS (Peer Assisted Study Sessions)



Offered weekly, in a wide range of courses, these sessions are run by "PASS Leaders" (students who have previously obtained a high mark for the course

they are tutoring). These voluntary small-group sessions are an amazing opportunity which you will benefit from immensely. As well as helping you academically, PASS classes give you a chance to socialise, ask questions and seek insights from your peers. Who knows?! In your later years you may also want to apply to be a PASS Leader. (We believe in you!) Log in to <u>UQ.Learn</u> (requires UQ login) to sign up for PASS.

Support if you fail a course

You can contact your school office or faculty office for more information about the options you have available and the best way for you to proceed.

Faculty of Medicine

Level 5, Oral Health Centre (883) Phone: (07) 3346 4922 Email: <u>med.enquiries@uq.edu.au</u>

International Students Advisor

Phone: Within Australia (Free call): 1800 671 980 Outside Australia: +61 3 8676 7004



What do I do if I need an assessment extension?

To apply for an extension to the due date for a piece of progressive assessment (e.g. assignments, oral presentations and computer-based assignments) you should complete <u>an online request</u>. Information regarding deferral of mid-semester exams and end-of-semester exams is available <u>here</u>.

If requesting an extension on medical grounds, a medical certificate must be provided. The extension will be approved for the number of days included in the medical certificate that the student was not fit to study or work,

e.g. if the medical certificate is for 3 days, an extension will be approved for 3 days maximum regardless of the student's request.

You should read both the information in your <u>my.UQ</u> and read the School of Public Health guidelines (below) **before submitting a request for an extension.** The SPH Guidelines apply to all courses offered by the School of Public Health unless the ECP explicitly states otherwise.

SPH Guidelines for late submission of progressive assessment

NOTE: These guidelines do not relate to courses offered by other Schools – e.g., Science courses. Always check your ECP for guidance regarding extensions. Further information is also available in the <u>UQ Policy & Procedures Library – Section 3.3</u>

The following would generally be considered acceptable grounds to approve an extension:

- 1. illness or a serious health problem (including immediate family);
- 2. serious personal or emotional trauma;
- 3. a sporting or cultural commitment at state, national or international representative level;
- 4. in very exceptional circumstances, an important planned family or social commitment or unavoidable work commitment (such as deployment as a member of the Australian Defence Force).

The following would generally be considered unacceptable grounds to approve an extension:

- 5. holiday arrangements, including for overseas travel;
- 6. misreading the course timetable;
- 7. social and leisure events, including sporting or cultural commitments (unless at state, national or international level);
- 8. carrying an overload of subjects;
- 9. work commitments

All applications should be lodged at least 24 hours prior to the due date for the assessment.

What to do if you have not heard back about your extension?

If you would like to ask about the status of your extension, please email the Faculty of Medicine: <u>med.enquiries@uq.edu.au</u>.





How can I make changes to my enrolment or study plan?

Enrolling is the process of registering the courses you intend to study for a semester. It is your responsibility to choose suitable courses and to enrol each semester by the deadline.

A **study plan** is the list of courses that you plan to take each semester through your degree. There are three specialisations that you can choose one of to create the list of courses in your study plan. Specialisations are: clinical health, nutrition and public health. Each specialisation has different core courses that you need to complete so it's best to choose the specialisation early. Study plans are available on the **Public Health Undergraduate Student Community** page (found under 'My Organisations' in Blackboard) so you can see what courses are required for your study plan. If you wish to change specialisations you can do so in <u>mySI-net</u> and it can be helpful to discuss the change with the Program Director to stay on track.

With regard to enrolment, there are four important dates to be aware of:

- 1. Due date to enrol. It is your responsibility to enrol in at least one course by the due date (the number of courses needed may vary, e.g., you may be required to demonstrate full-time enrolment). For Semester 1 and 2 there are different due dates to enrol for domestic and international students, so make sure you know the date that applies to you.
- 2. Final date for addition or courses or alteration of enrolment. This is at the end of Week 2.
- 3. Census Date. Course fees are non-refundable, and you cannot enrol in courses after Census Date, unless there are extraordinary or exceptional circumstances. It's also the last date you can apply for a HECS-HELP or FEE-HELP loan.
- 4. Last date to withdraw from courses without academic penalty. This is the last day you can withdraw from your studies with a grade of 'W' Course cancelled without academic penalty. If there are extraordinary or exceptional circumstances after this date, you may still be eligible to withdraw without academic penalty.

*IMPORTANT NOTE: For guidance on withdrawing from a course or program, we highly recommend <u>accessing this website</u>. This important information provides specific guidance to both domestic and international students.

All changes to your enrolment can be made on mySI-net.

To add or drop a course:

- 1) Login <u>my.UQ Dashboard</u> and then select 'mySI-net' from the side menu.
- 2) Click on enrolment and on the enrolment page, you can click on add or remove a course.



Watch this brief video for a demonstration of how to manage your enrolments in mySI-net.

For more information on managing enrolments, please refer to <u>UQ's enrolment policy</u>. You can contact your Program Director if you have questions about course selection or <u>med.enquiries@uq.edu.au</u> if you have administrative questions (e.g. how to change courses; to check if you have completed enough courses to graduate).



How can I balance study, work and life?

Balancing study, work and life can be tricky and sometimes overwhelming, but with the right advice and support systems, you can thrive in all areas of your academic, professional, and social life.

Watch this brief video to hear current Bachelor of Health Sciences students describe their top tips for thriving at university!

Here are four top tips for promoting balance in these three areas of your life to ensure you reach your maximum potential while at university.

Tip #1: Organise your timetable & semester calendar

You can easily plan your timetable using the <u>UQ Planner app</u>. Once collated, **we recommend exporting your timetable using 'ical'**, and then adding any additional important dates, such as assessment deadlines, work shifts, and social activities.

Put reminders at least 5 days before assessment deadlines. This way, with a detailed schedule for the semester, you are never caught unawares with deadlines, you are organised, and will always have a structure to fall back to if plans go awry. It can also be helpful to colour-code your courses as well.

Tip #2: Conquer time-management

During your studies, you'll have many competing priorities. Finding time to fit in study, assignments, work and personal time can take some juggling. Setting goals, planning your time, managing your assignments and overcoming procrastination can help you to get the most out of your day. <u>Attend a workshop</u> on managing your time and <u>check out this resource</u> for lots of excellent planning templates and tips on how to:

- plan your time effectively
- set goals

- manage your assignments, and
- overcome procrastination.

Tip #3: Prioritise your sleep, nutrition & exercise

To find a healthy balance with study, work and a social life, it is important to ensure you are taking care of your physical self through healthy eating, adequate sleep and regular exercise. Ensure you build time into your weekly planner to stay healthy. You can <u>learn more here</u> about tips for **healthy eating on a budget**.

Tip #4: Proactively manage your stress

Check out the <u>many resources and workshops</u> UQ offers to help you unwind, relax, and re-focus your mind and body throughout each semester. You also have access (<u>via the Student Hub</u>) to a range of excellent workshops dedicated to helping you manage stress and counselling. Some of these include:

• mindfulness meditation

• art for wellbeing

- mindfulness yoga
- art for wellbeing

- healthy relationships
- freedom from your cage

You might also like to consider using the <u>UQ Sport</u> facilities, including the gym, pool or tennis courts. UQ Sport also offer <u>social sporting opportunities</u>. Remember – exercise is a great stress management tool!

And lastly, don't forget to come to class and make some new friends!



Where can I go if I am experiencing a crisis or need support?

UQ offers a range of crisis support services for students.

If you or someone you know is experiencing a crisis, you can get help at any time of day or night.

If you think you might harm yourself or someone else, seek help immediately. Don't try to manage on your own. It's important to find support as soon as possible. You can call:

- Triple Zero (000) off campus
- Campus Security (3365 3333) on campus
- <u>UQ Counselling and Crisis Line (1300 851 998)</u> (after hours) or TEXT (0488 884 115)

If you call 1300 851 998 outside business hours (before 8.30am and after 4.30pm Monday to Friday) or any time on the weekend or a public holiday, a trained counsellor will answer the phone and provide support.

To make an urgent appointment with a UQ counsellor, call 1300 275 870 during Monday-Friday, 8am-5pm and ask for a crisis appointment. Trained concierge staff will answer the phone during business hours and assist you to connect to the right support.



UQ offers a wide range of wellbeing and crisis support services:

Access student counselling services

We offer a range of different counselling sessions to suit your needs, including one-on-one appointments, group sessions and online support. All current UQ students can access **10 free counselling sessions** each year. Our counsellors will listen without judgement, offer new perspectives and work with you on strategies that are right for you. This is a confidential service, which means anything that you say or do will be kept private and will not be shared with anyone. <u>Find out more information here</u> about counselling services and how to book an appointment.

Make an appointment with a Student Adviser

Our team of Student Advisers can assist you with a wide range of professional and confidential services. Visit the <u>Student Advice and Welfare page</u> for further (confidential) information relating to matters such as:

• international student support

- financial support
- diversity, disability and inclusion support
- emergency accommodation

Access a whole range of health and wellbeing services

UQ provides a <u>range of programs and counseling services</u> to help improve your confidence and overall physical and mental wellbeing. We also have <u>numerous medical centres and clinics</u> across our campuses.

Living on a tight budget

The UQ Student Union run weekly free breakfast (Morning Marmalade) and dinner (Kampus Kitchen) programs. New dates for these programs are released each semester, so head to the <u>UQ Student Union</u> page to find out more.



How can I best prepare for my career in the health sciences?

At UQ, we are committed to **enhancing your employability** in the health sciences by helping you to develop the capabilities that will make you effective in whatever work you choose to do.

There are a range of experiences available at UQ to enrich your studies and develop your employability. Give yourself the edge for your future career by making the most of the opportunities available to you! These include:

Apply for a UQ Employability Award



The <u>UQ Employability Award</u> is a program that recognises the personal and professional development you can gain from your involvement in activities above and beyond your studies. It is a learning program that will guide you through a range of experiences to unlock your potential.

Check out the UQ StudentHub



<u>UQ StudentHub</u> is an online employment service for local and international UQ students, employers and alumni who may be looking for training or job opportunities while studying at UQ. You will also be able to find information on upcoming events such as presentations by employers, training workshops, career fairs, career planning workshops and other career resources.

Participate in a Student-Staff Partnership



The <u>Student-Staff Partnership (SSP) program</u> seeks to empower students and staff to collaborate as equal partners and mutual learners. Check out the different SSP projects advertised via the Student Hub and sign up to collaborate on a meaningful project and contribute to the continuous improvement of the UQ student experience.

Consider undertaking a Research Experience Program



The summer and winter <u>Research Experience Programs</u> provide an opportunity for motivated UQ students to engage in an educational research experience. During the program, students will team up with some of the University's leading researchers to participate in research-related activities for a selected project. In doing so, you will have the opportunity to progress and apply your degree-specific knowledge, whilst developing valuable research and professional capabilities.

Contribute to your community through volunteering



Volunteering is an ideal way to build your skills and extend your professional and personal network while contributing to a worthy cause. UQ can assist you to <u>find volunteering opportunities</u> at UQ and link you with external organisations both within Australia and worldwide.

Join a relevant Professional Association



Begin to develop your professional networks and to engage with your chosen field by joining a professional association, such as the <u>Public Health Association of Australia</u>. Professional associations have heavily discounted membership fees for students and are a great source of information regarding employment and internship opportunities.

Sign up to the UQ School of Public Health LinkedIn page



LinkedIn is a great platform for staying professionally connected. By signing up to the <u>UQ School of</u> <u>Public Health LinkedIn page</u>, you will be inspired by stories of our Bachelor of Health Sciences graduates, hear about the latest job opportunities and read about new cutting-edge research in the health sciences.



Day Planner

Top tips to get your to do list started:

- break large tasks into achievable, specific chunks (e.g. 'find 6 sources on X'; 'write 3+ paragraphs on X' rather than 'work on assignment').
- include a variety of tasks to keep you motivated
- track your progress through the day ticking off tasks as you complete them
- accept that plans often don't go according to plan, so be flexible and use today's plan to plan for tomorrow!

TIME	STUDY TASKS	PRIORITY	1
TIME	HOME LIFE TASKS	PRIORITY	✓
ТІМЕ	WELLNESS ACTIVITIES	PRIORITY	✓
	TIME	Image: Section of the section of th	Image: section of the section of th

HOW TO USE THE SEMESTER PLANNER



- 2. Note the due dates of assignments, tests and exams. Use these dates to "backwards plan" and decide when tasks need to be started and spread the workload out.
- 3. Get in touch with the Learning Advisers to upskill your assignment writing, reading and researching at my.uq.edu.au/contact/student-life/how-learning-adviser-can-help.

WEEK	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
WEEK 1							
WEEK 2	k k						
WEEK 3							
WEEK 4							
WEEK 5							
WEEK 6							
WEEK 7							02
WEEK 8							
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WEEK 12							
WEEK 13							
SWOTVAC						2	
EXAM PERIOD						V	

THE UNIVERSITY OF QUEENSLAND

AUSTRALIA

CREATE CHANGE



CREATE CHANGE

This resource was created through a Student-Staff Partnership in the School of Public Health.

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