



Ready to study at uni?

Effective learning at uni requires different study skills to those you have used in the past. To check if you're uni ready, read each of the statements under the 6 key skills listed and ✓ if you agree, or ✗ to disagree. Don't worry if you have some crosses – follow the arrow and match the skill you need to improve with an Academic Skills information flyer  and/or workshop .

1 Be an independent learner

WHY? It's your responsibility to make sure you understand what's expected of you & ask for help if you need it.

- I know what I am expected to do each week in my self-study hours
- I know what study strategies are most effective for me
- I use a variety of active learning strategies



2 Get organised

WHY? At uni, your time will be less structured, with less face-to-face class time & more self-study hours.

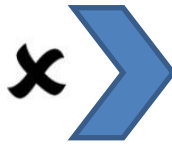
- I am able to structure my time well
- I set study goals for the day, week & semester
- I can make, & follow, a study timetable
- I have a healthy study-life balance



3 Prepare for exams early

WHY? A lot of content is covered during the semester, with less time to prepare for exams.

- I begin exam revision early
- I am good at answering multiple choice, short answer, long answer & essay exam questions
- I find it easy to remember & apply what I've learned



literature
terminology
organisation
balance
Critical thinking
Problem solving

Academic Skills Resources

Flyers: available from http://services.unimelb.edu.au/academicskills/all_resources



Independent Study Skills

- [Getting started - 10 tips for a top first year](#)
 - [Returning to learning - 10 tips for mature age learners](#)
 - [Study in Australia - the study abroad student's guide to success](#)
 - [Studying from a distance - 10 tips for regional & remote students](#)
 - [Studying in Australia - 10 tips for international students](#)
 - [Active learning](#)
- Getting the most out of lectures
 - Returning to learning: strategies for success
 - Tutorial discussion strategies
 - Studying smarter
 - Top tips for presenting professionally



Time & Task Management

- [Assignment planner](#)
 - [Managing time & tasks](#)
 - [Semester planner](#)
 - [Weekly planner](#)
- Managing time & tasks



Exam Preparation

- [Exam day tips](#)
 - [Problem-solving exams](#)
 - [Revising for exams](#)
 - [Understanding & doing well in multiple choice exams](#)
 - [Writing essays in exams](#)
- Exam preparation

Academic Skills

www.services.unimelb.edu.au/academicskills

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academic-skills@unimelb.edu.au

Assignment writing skills

Throughout your time at uni, you will be asked to write a variety of papers, such as essays, reports or literature reviews, using different structures & styles. You will also be expected to read widely & critically, analyse your findings, incorporate research into your writing, & reference appropriately.

4 Become an effective academic writer

WHY? You need to learn to write in 'academic style'.

- I know what 'academic style' is
- I use a process for writing papers
- I know how to structure my writing
- I am confident expressing my own voice in my writing
- I express ideas clearly & concisely
- I know how to edit my work



5 Learn to research & read effectively

WHY? You may receive long reading lists & will be expected to search for information for assignments.

- I know what type of sources I should use & where to find them
- I use different reading strategies depending on my purpose
- I can identify relevant information in a text
- I find it easy to cope with a lot of reading
- I use effective note-taking strategies




6 Learn how to incorporate sources & reference

WHY? You need to correctly reference all sources you use in your papers to avoid plagiarism.

- I understand why we use sources
- I am aware of the referencing styles I need to use
- I can quote, paraphrase & summarise appropriately
- I know what plagiarism is & how to avoid it







literature, terminology, organisation, balance, Critical thinking, Problem solving

Academic Skills Resources

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Academic Writing




- [Academic style](#)
- [Connecting ideas](#)
- [Developing clarity & focus](#)
- [Editing your writing](#)
- [Improving cohesion](#)
- [Reviewing the literature](#)
- [Tertiary essay writing](#)
- [Using a writing process](#)
- [Voice in academic writing](#)
- [Writing introductions & conclusions](#)
- [Writing reflectively](#)
- [Writing successful essays](#)

- Essay writing fundamentals
- Introductions & conclusions
- What is reflective writing?
- Writing clearly
- Editing & proofreading writing
- How to write great reports
- Writing with focus & emphasis
- How to write your first literature review
- Online resources for better writing
- Building a clear writer's voice
- Writing longer assignments




Research & Reading




- [Reading critically](#)
- [Reading effectively](#)
- [Taking notes from texts](#)

- Managing the weekly reading load
- Critical thinking, reading & writing



Using Sources & Referencing



- [Incorporating sources](#)
- [Referencing essentials](#)
- [Using sources & avoiding plagiarism](#)

- Understanding referencing & avoiding plagiarism

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