



Learning Skills

Information for Staff within the Faculty of Information Technology, Clayton campus

Learning skills advisers are located in the Hargrave-Andrew Library and provide drop-in sessions and classes as well as individual appointments for higher degree research and other identified students.

Assistance is offered in such areas as

- academic essay, report and thesis writing
- reading
- study and exam preparation,
- effective listening in lectures
- note-taking in lectures and seminars,
- analysis, problem-solving and critical thinking
- oral communication and presentation

Drop-in sessions

- open to all students
- 10-15 minute consultations
- no appointment is necessary - 'first come first served' basis.
- longer appointments may be scheduled for a later date by the learning skills adviser.

Semester 2, 2007 times for the Hargrave-Andrew Library are as follows (also available online and at the Library) during Weeks 2-14:

Monday	12 – 2 pm
Wednesday	4 – 6 pm
Thursday	12 – 2 pm

Individual appointments by referral

Staff can identify a student 'at risk' and refer the student to a learning skills adviser via print referral form or email advice (include student's name, ID no, course/unit and campus, reason for referral (eg 'at risk', failed assignment, etc) and area of need (eg academic writing, academic reading and note-taking, study skills/time management, oral presentation/communication skills, etc).

Further work with faculty staff

Learning skills advisers are particularly interested in working with faculty academic staff to integrate and embed academic skills development into the curriculum. Advisers are also available to meet with faculty staff to discuss suggestions or requests for new generic or discipline specific workshops.

Further information is available on the Library website at <http://www.monash.edu.au/lis/classes/clayton.html>

Learning Skills Adviser in support of IT students at the Hargrave-Andrew Library

Ly Tran: ly.tran@lib.monash.edu.au