

2022 International Student Handbook



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Welcome

Welcome to the **School of Communication and Arts (SCA) at the University of Queensland (UQ)**. Bringing together a wealth of expertise and creativity across all facets of communication, journalism, writing, literature, art history and the arts – we look forward to being a part of your student journey! You are now a part of our growing cohort of currently more than 680 international students across all programmes in the School. As a community committed to diversity, we strive to ensure an intellectually nurturing, inclusive environment where everyone gets the same opportunity to succeed. We value the important role you fulfil in UQ and recognise that transitioning to student life in Australia can be exciting but also challenging. This handbook compiles the key services/opportunities that are available for you in UQ and beyond. It features a range of resources from free counselling and mental health to academic skill development programmes and more. If you have a question or would like to discuss how we can support you to get the most out of your UQ experience, please ask! In addition to the links, contact information for staff members and the School office is listed below.

We wish you all the very best in your journey!

Professor Bronwyn Lea (Head of School)

Dr Ted Nannicelli (Director of Teaching and Learning)

Starting your student journey

Find out everything you need to know about commencing as a UQ Student via our **Starting at UQ** website via, my.uq.edu.au/staring-at-uq

Student Support Workshops

Sign-up for free and practical one hour workshops for UQ students run by **Student Support**. You will have opportunities to learn about writing assignments, note taking, referencing, exam preparation, accommodation, wellbeing and much more. In the table below you can see some recommended workshops for international students Click the purple links to enrol. For the full workshop calendar [click here](#).

Table 1: *Upcoming workshops 2022*

Date	Activity
<ul style="list-style-type: none"> 18 July – 27 July Repeated event; variable times On campus or online	Getting Started: Your First Few Weeks at UQ Compulsory for new international students
<ul style="list-style-type: none"> 19 July; 21 July Repeated event; variable times On-campus	Safety in Australia Recommended for new international students In this session you will find out about: <ul style="list-style-type: none"> - Personal safety on campus - Keeping safe at home, on the roads, and when you are out - Surviving Australian beaches - Animals to be aware of - Protecting yourself from scams

<ul style="list-style-type: none"> 19 July – 28 July Repeated event; variable times Online or on-campus 	<p><u>Diversity, Disability, and Inclusion – Supporting your Study</u></p> <p>This session will provide information and advice on how to get support when studying. The team will discuss student access plans, exam adjustments, ways to access assistive technology and other support available and how to get it.</p>
<ul style="list-style-type: none"> 20 July; 22 July; 27 July; 9 August Variable times Online / On campus 	<p><u>Studying Effectively at University</u></p> <p>This session focuses on:</p> <ul style="list-style-type: none"> - Strategies that will assist you to learn effectively for a range of purposes - Memory techniques - The importance of regular revision and self-testing - How different types of questions affect exam preparation.
<ul style="list-style-type: none"> 20 July 11am-12:00 	<p><u>Living on a Student Budget</u></p> <p>In this workshop you will find out strategies and tips on:</p> <ul style="list-style-type: none"> - Budget management - Cheaper places to shop - Ways to save money
<ul style="list-style-type: none"> 20 July; 22 July; 27 July; 16 August Variable times Online / On Campus 	<p><u>Managing Your Time and Study at University</u></p> <p>This session explores:</p> <ul style="list-style-type: none"> - Strategies for budgeting time and prioritising activities - Strategies for managing life, work and university commitments - Ways of dealing with procrastination - The importance of breaking assignments into smaller tasks and setting a time frame for each small task
<ul style="list-style-type: none"> 20 July; 22 July; 26 July Variable times Online / On campus 	<p><u>Effective Listening and Note-Taking Skills</u></p> <p>This session aims to:</p> <ul style="list-style-type: none"> -Stress the importance of reading before attending classes -Identify a range of methods for taking notes when listening to lectures -Demonstrate that effective note-taking requires active thinking and engagement with the content
<ul style="list-style-type: none"> 21 July 10am-11am 	<p><u>There's More to Life Than 2 Minute Noodles</u></p> <p>Learn how to cook and eat healthy, cheap and simple meals on a student-friendly budget and busy schedule! In this session, you will learn:</p> <ul style="list-style-type: none"> - How to meal plan; - How to save money on food; - Easy ingredients to feed your brain; - Food preparation tips to save time on cooking;

	- Easy meals to take to uni
<ul style="list-style-type: none"> • 21 July 	<p><u>OSHC and Medical Help for International Students</u></p> <p>This session is to help international students understand:</p> <ul style="list-style-type: none"> - How to access medical help and doctors in Australia - What to do when you get sick - How to use Overseas Student Health Cover (OSHC)
<ul style="list-style-type: none"> • 21 July; 25 July; 15 August <p>Variable times Steele Building (3) / Online</p>	<p><u>Ten Steps to a Better Assignment</u></p> <p>This session explores</p> <ul style="list-style-type: none"> -key steps in the assignment-writing process -the tasks associated with each step -the use of focus questions to guide the research process
<ul style="list-style-type: none"> • 21 July; 26 July; 23 August <p>Variable times Steele Building (3) / Online</p>	<p><u>Reading Strategies for University</u></p> <p>This session focuses on</p> <ul style="list-style-type: none"> -understanding the role of context when reading for understanding -knowing your purpose for reading and actively engaging with the text -using and applying a variety of reading techniques to improve your understanding of academic texts
<ul style="list-style-type: none"> • 21 July; 25 July; 27 July; 12 August <p>Variable times Steele Building (3) / Online</p>	<p><u>Referencing Well and Avoiding Plagiarism</u></p> <p>The focus is on</p> <ul style="list-style-type: none"> -the importance of understanding academic integrity and what constitutes plagiarism - understanding when, why and how to cite references in-text and in the reference list
<ul style="list-style-type: none"> • 25 July <p>2pm-3pm Online</p>	<p><u>Improve Your Academic Writing</u></p> <p>This workshop explores key features of academic writing, namely argument, critical analysis, precision and logical flow.</p>
<ul style="list-style-type: none"> • 3 August – 5 August <p>Via Zoom</p>	<p><u>Tertiary Writing Program (HASS)</u></p> <p>Session 1: Paragraph Structure Session 2: Integrating Sources Session 3: Coherence</p>
<ul style="list-style-type: none"> • 1 August; 11 August <p>Variable times Online</p>	<p><u>Structuring Excellent Essays</u></p> <p>This workshop will help you to plan and structure essays effectively.</p>
<ul style="list-style-type: none"> • 9 August <p>12pm-1:30pm Online</p>	<p><u>Writing Your First Assignment</u></p>

15 August

[Get to Know Your School \(School of Communication and Arts\) BBQ](#)

Free BBQ lunch, door prizes, meet and greet staff and students.

Student Advisors

UQ's advisers can provide information on migrating your family, transitioning to Brisbane, accommodation, finances, health issues, English language, OSHC and student visas.

Phone: (07) 3365 1704

Email: internationalstudent@uq.edu.au

Book an appointment: <https://studenthub.uq.edu.au/students/appointments/app/topic/19?siteId=1>



Academic support

At UQ there is a wide variety of academic support on offer, including English language development, using the library, peer learning and digital software sessions to list a few.

English language development

- [UQ College's English for Academic Communication \(EAC\)](#)

[English for Academic Communication \(EAC\)](#) courses support international students and students with English as an additional language to participate fully and succeed in their UQ course. EAC courses:

- Are **free**
- Are interactive workshops with opportunities to practice language and receive feedback
- Help you communicate clearly and effectively in academic contexts
- Help you take part in academic life at UQ
- Help you achieve your learning goals
- Can be one of your five supplementary activities for a [UQ Employability Award](#).

- **UQ Academic English (ACE101x) MOOC:** online course offered by UQ Senior Lecturer Dr Peter Croswaite: <https://www.edx.org/course/academic-english?index=product&queryID=2f3b5408195752c4d49277958f12708a&position=1>
- **Opportunities outside UQ:** You can access additional free **English** resources via, <https://www.youenglishcorner.net/brisbane.html> and <https://mooec.com/>

Writing and submitting assignments

- **Academic Integrity Modules:** All new to UQ students must complete the **compulsory** Academic Integrity Modules. These modules are designed to help you understand your obligations and responsibilities as a UQ student. <https://web.library.uq.edu.au/library-services/it/learnuq-blackboard-help/academic-integrity-modules>
- **Tertiary Writing Program:** The Tertiary Writing Program comprises 3 sessions of 1.5 hours each over consecutive days. It is recommended for all new undergraduate students. Register at: <https://my.uq.edu.au/tertiary-writing-program>
- **Study Skills Workshops:** Offered by Student Services, these workshops cover topics including “reading strategies for university,” “referencing well and avoiding plagiarism,” and “effective listening and note-taking skills.” Register at: <https://my.uq.edu.au/information-and-services/student-support/workshops>
- **Meet a learning adviser:** learning advisers help you develop the learning skills you need for university. Make an appointment via, <https://my.uq.edu.au/contact/student-life/how-learning-adviser-can-help>
- **Writing for International Students (WRIT1001)**
https://my.uq.edu.au/programs-courses/course.html?course_code=WRIT1001
- **Fundamentals of Academic Writing (WRIT1005):** is a course currently run in the Semester 2 by the School of Communication and Arts. Find out more via, https://my.uq.edu.au/programs-courses/course.html?course_code=WRIT1005 or email Dr. Beck Wise: b.wise@uq.edu.au.
- **Peer writing support (bring your draft):** free sessions run by Student Services that offer academic writing support and feedback in a friendly environment. Register now via, <http://www.uq.edu.au/student-services/upcoming-workshops>
- **Online writing module:** covers all the essentials about planning, writing, referencing and submitting your assignments. Available via, <https://web.library.uq.edu.au/research-tools-techniques/assignment-essentials/writing-citing-and-submitting-assignments>
- **Improving writing through corpora** is a **free** 8 hour course which aims to provide you with the tools, knowledge and skills to become a ‘language detective’, using special software to improve your academic writing. Find out more via, https://edge.edx.org/courses/course-v1:UQx+SLATx+2018_S2/about

For postgraduate students

- Academic English & Thesis Writing for International Students ([WRIT6001](#))
- [Workplace Writing and Editing \(WRIT 7035\)](#)
- [Tertiary writing program](#) (as described above; also recommended for postgraduate students)
- Learning advisors aren’t multilingual specific but do writing support: <https://my.uq.edu.au/contact/student-life/how-learning-adviser-can-help>

Library support

- **UQ Library Services for Students:** <https://web.library.uq.edu.au/library-services/services-students>
- **Meet your librarian:** Angela Hannan is the librarian for the School of Communication and Arts and she supports students with advise about referencing, research related enquiries (including literature reviews) etc. Make an appointment via, <https://web.library.uq.edu.au/profile/2857/angela-hannan>

IT and eLearning

- **Digital Essentials:** developed with UQ students, these online modules allow you to quickly build your digital skills. As a new UQ student, we recommend starting with UQ systems, digital citizenship, internet essentials, communicate and collaborate online. You can register via, <https://web.library.uq.edu.au/research-tools-techniques/digital-essentials>

RESOURCES IN THE SCHOOL OF COMMUNICATION AND ARTS

Student Support Links

Assessment (including procedures for applying for assessment extensions):
<https://communication-arts.uq.edu.au/current-students/assessment>

Internships, Fieldtrips, and Placements: <https://communication-arts.uq.edu.au/internships-field-trips-and-placements>

MaPS and Jactech

The Media and Production Support (MaPS): team in the School offers a range of training and support services to students to produce digital content including video, audio, and photographs. Find out more via communication-arts.uq.edu.au/maps

Jactech loans high quality production equipment to students. Make bookings here:
<https://jactech.com.au/>

Student wellbeing

Taking care of your wellbeing is just as important as your academic studies!

Wellbeing resources

- **UQ Student Services:** offers a range of opportunities for students to book one-on-one free sessions with a counsellor for mental and emotional wellbeing and support : <https://my.uq.edu.au/information-and-services/student-support/health-wellbeing>. Phone: 1300 275 870
- **UQ Counsellors:** All current UQ students can access **10 free counselling sessions** each year. <https://my.uq.edu.au/information-and-services/student-support/health-and-wellbeing/mental-health-and-emotional-support/counselling> Business hours hone: 1300 275 870. Crisis Line: 1300 275 870
- **Student advocacy and support (SAS):** you can access a range of free services including academic, legal and visa advice <https://www.uqu.com.au/supporting-u>
- **External resources:** there are a variety of different mental health resources that you can access in Australia.

- Headspace <https://headspace.org.au/eheadspace/>
- Beyond Blue <https://www.beyondblue.org.au/home>
- Lifeline <https://www.lifeline.org.au/>

Diversity, disability and inclusion

- **Accessibility on campus:** <https://campuses.uq.edu.au/information-and-services/access/campus-accessibility>
- **Advisers:** UQ's diversity, disability and inclusion advisers assist students with a disability, mental health or medical condition, illness, injury or exceptional circumstances. They can help you put together a Student Access Plan (SAP). A SAP will include discussion around in-class participation, activities, and assessments as well as recommendations for reasonable adjustments in your courses to accommodate the impact of your condition or circumstances. Phone: 1300 275 870. Email: <inclusion.uq.edu.au> <https://my.uq.edu.au/information-and-services/student-support/diversity-disability-and-inclusion/make-appointment-student-adviser>
- **UQU Disabilities Collective** is a group for UQ students who experience disability, chronic illness, mental illness, neurodiversity and/or are Deaf: <https://www.uqu.com.au/representing-u/uqu-collectives/disability-collective>
- **Diversity Disability and Inclusion (DDI) Online Connection and Peer Mentoring Support Sessions:** This is a casual group for students with lived experiences of physical, mental health conditions or learning disabilities with a new topic each week. The sessions aim to be light-hearted and informal with a goal of sharing resources and ideas between group members. It is also an opportunity to talk with DDI Advisers regarding university processes and support services that may be helpful on your study journey. <https://life.uq.edu.au/event/2058/diversity-disability-and-inclusion-online-connection-and-peer-mentoring-support-sessions>

Global experiences

- **Short term experiences:** over 100 summer or winter short-term opportunities for a variety of different disciplines each year employability.uq.edu.au/short-term-experiences
- **Exchange program:** study overseas for 1 Semester or 1 year and gain credit towards your UQ program <https://employability.uq.edu.au/student-exchange>

Internships, placements and careers

- **JACPOT:** is a resource for the students of the School of Communication and Arts to assist with finding work, placements, internships and other opportunities. Connect via https://www.facebook.com/pg/UQjacpot/about/?ref=page_internal
- **UQ Internship Opportunities:** <https://employability.uq.edu.au/internship-opportunities>
- **UQ Careers and Employability :** access these resources to start plan your future: <https://employability.uq.edu.au/>

Ways to make new friends

There are plenty of great ways to connect with other students!

Clubs and societies

- **Journalism and Communication Student Society (JACS):** run by students, JACS meets the professional, academic and social needs of journalism and communication students. Connect via, <https://www.facebook.com/UQJACS>
- **UQ English and Literature Society:** <https://www.facebook.com/UQEELS/>
- **UQ Society of Fine Arts:** <https://www.facebook.com/people/Society-of-Fine-Arts/100075994244795/>
- **UQ Film Appreciation Society:** <https://www.facebook.com/uqfas/>
- **Underground Theatre Company:** <https://www.facebook.com/UndergroundBrisbane/>

- **UQ Virtual Village:** is a free social network run by students which lets you find and create communities within UQ based around areas of interest. Whether you are in to culture and travel, adventure and fitness or learning a new language, there will be a group for you! <https://mentoring.app.uq.edu.au/p/p27/>

Campus Events

A series of exciting social events are happening all around Campus within the first few weeks of the semester and beyond. Find out what's on via, <https://www.uqu.com.au/entertaining-u>

Connect with a UQ Mentor

- UQ has a broad range of great mentoring programs to help you make the absolute most of your time at UQ and to stay connected. If you're new to UQ, the **O' to 4 Program** has been specifically designed for all new students to participate in during their first few weeks of university life. The program connects you and a small group (usually around 8 -10) of other new students studying in the same faculty with a student mentor. Mentors will take you on a campus tour, answer questions and recommend orientation events to attend; just to name a few <https://my.uq.edu.au/mentoring>

UQ International arrival lounge

- Drop into the lounge to take a break from a busy day and connect with other students. This space is open throughout the year so drop in, study, meet friends and unwind. Find out more via, <https://orientation.uq.edu.au/event/international-arrival-lounge>

Connect with the School of Communication and Arts

Social Media

<https://www.facebook.com/UQjacpot/>

<https://www.facebook.com/UQCom.Arts/>

https://twitter.com/uqcom_arts?lang=en

<https://www.facebook.com/watchmaps/>

<https://www.facebook.com/UQJACS>

Useful information

- **my.UQ:** central website providing advice for Current Students, including searching for frequently asked information or sending specific questions. Available via, my.uq.edu.au
- **mySi-net:** use to maintain enrolment; add and drop courses, sign on to classes, access course profiles, maintain personal details, view results, timetables, fees account or print fee invoices sinet.uq.edu.au
- **Username and password:** students receive an email with a username and password for login to mySi-net and my.UQ. If you need help or forget your password, contact Information Technology Services (ITS) on 3365 6000 or help@its.uq.edu.au is a course currently run in the Semester 2 by the School of Communication and Arts. Find out more via, <https://coo.uq.edu.au/operational-areas/information-technology-services/contact-information-technology-services-division>
- **my.UQ email:** it is important you check your UQ email account regularly as it is the University's official means of communicating with you regarding important matters. Use my.UQ to access your emails, view your calendar and course materials, access UQ Library and see today's important reminder student.my.uq.edu.au
- **Visa issues:** contact the Visa Officer with any questions regarding your CoE at uqvisaofficer@uq.edu.au
- **UQ timetable planner:** plan your schedule; try different course enrolment combinations, select classes, resolve conflicts, and export your timetable via iCal <https://www.uqplanner.app/>. Course enrolment and class sign-on *cannot* be done using this planner, this must be done via sinet.uq.edu.au
- **Student Centre:** your one-stop shop for all student administration and general enquiries relating to UQ, including academic transcripts, forms and letters uq.edu.au/student-centre

Dates

Table 2: *Important Dates: Semester 2 2022*

Date	Activity
• 25-07-2022	Semester 2 – classes commence
• 05-08-2022	Semester 2 – final date for addition of courses or alteration of enrolment
• 08-08-2022	My Timetable Semester 1 adjustment finishes
• 31-08-2022	Semester 2 census date/ last date to drop courses or cancel enrolment without financial liability
• 24-09-2022	Semester 2 classes end before mid-Semester break
• 30-09-2022	Semester 2 - Last date to withdraw from a course or cancel enrolment without academic penalty
• 04-10-2022	Semester 2 classes recommence after mid-semester break

• 29-10-2022	Semester 2 classes end
• 04-11-2022	Semester 2 – last date to withdraw from a course in mySI-net incurring financial liability and academic penalty
• 19-11-2022	Semester 2 examination period ends/Semester 1 ends
• 30-11-2022	Semester 2 – finalisation of grades

School of Communication and Arts Contact List

Director of Communication, [Associate Professor Jane Johnston](#)

Convenor, Bachelor of Communication program: [Dr Alex Bevan](#)

Convenor, Bachelor of Journalism program: [Dr Richard Murray](#)

Convenor of Art History major: [Dr Andrea Bubenik](#)

Convenor of Drama major: [Dr Chris Hay](#)

Convenor of English major: [Dr Claire Bowditch](#)

Convenor of English Literature major: [Dr Nicholas Lord](#)

Convenor of Film and Television major: [Dr Lisa Bode](#)

Convenor of Journalism and Mass Communication (Bachelor of Arts) major: [A/Prof Levi Obijiofor](#)

Convenor of Media and Digital Cultures (Bachelor of Arts) major: [Dr Maureen Engel](#)

Convenor of Professional Writing and Communication major: [Dr Beck Wise](#)

Convenor of Writing major: [Dr Tom Doig](#)

Timetabling enquires:

Email: timetabling.commarts@enquire.uq.edu.au

General enquiries:

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Phone: (07) 3365 2552

Fax: (07) 3365 2799

Production credits: Thanks to Dr Alex Bevan, Ms Olivia Brown, Ms Zhenzhu Peng, Dr Shamaray Pitiyage, and Dr Beck Wise. Updated 19/07/2022 by Ted Nannicelli



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