

# UTS:HELPS

Autumn Program 2024

Updated 5 Feb 24

HELPS is supporting you wherever you are!

## ASSIGNMENT WRITING ASSISTANCE

We provide advice on academic writing conventions and your areas of improvement by analysing your draft. However, we can't help you with the faculty-specific content nor indicate your mark or grade. For more information [tiny.one/assignmenthelp](https://tiny.one/assignmenthelp)

**TO BOOK ANY SESSIONS**, please drop in to CB01.05.25, ring 9514 9733 or email [helps@uts.edu.au](mailto:helps@uts.edu.au)

## Assignment chat (drop-in advice)

These sessions allow you to ask questions about your studies and assessments (except for any subject content).

**New** Online Assignment Chat (MS Teams): Mon/Wed/Fri 10am-12pm (starts on 26 Feb). More info on our website.

**Campus sessions:** No appointment required! (UG and PG)

| Location                    | Dates                         | Time                  |
|-----------------------------|-------------------------------|-----------------------|
| HELPS Office (CB01.05.25)   | Week 1- 13 (starts on 19 Feb) | Mon-Fri 12-5pm        |
| Building 10, Level 2, POD 2 | Week 2- 12 (starts on 26 Feb) | Mon/Wed/Fri 10am-12pm |
| Library                     | Week 3-6 (starts on 4 Mar)    | Mon-Fri 11-2pm        |

**Online:** PG only (booking required)

| Location | Dates                        | Time          |
|----------|------------------------------|---------------|
| Teams    | Week 3 – 12 (start on 4 Mar) | Mon-Thu 5-7pm |

For more information, please visit: [tinyurl.com/Assignment-Chat](https://tinyurl.com/Assignment-Chat)

## 1:1 Consultations

Book in for a 1-to-1 consultation to get face-to-face or Zoom feedback on your draft assignment.

An individual consultation session may involve:

- discussing an assignment draft, e.g. its structure and coherence; if it has addressed the assessment criteria
- addressing a number of grammar or referencing issues that require assistance
- explaining how to edit your own writing

## Online Writing Review

Arrange for an opportunity to receive written feedback on your draft via email. Feedback may include advice on:

- structure and argument
- style and expression
- grammar

We are not able to 'fix' or 'rewrite' your draft. Instead, we will show you how you can learn to do it yourself.

Want to become a HELPS student?

Register at [helps-booking.uts.edu.au](https://helps-booking.uts.edu.au)

## SELF-HELP LEARNING RESOURCES

### Essential Academic Learning Skills

An online self-learning guide to essential academic skills, including annotated sample assignments.

For more information: [tiny.one/selfhelpresources](https://tiny.one/selfhelpresources)

### Academic Integrity: UTS Avoiding Plagiarism

This website is an essential tool to learn what plagiarism is and how to avoid it through interactive online activities.

<https://avoidingplagiarism.uts.edu.au/>

## ENGLISH SPEAKING PRACTICE

For more information: [tiny.one/englishspeaking](https://tiny.one/englishspeaking)

## Conversations@UTS

A great opportunity to practise your English conversation skills and meet new people!

The schedule is available on our webpage.

## HELPS Buddy Program

Volunteers match with international students for weekly English conversation sessions or language exchange

## TalkFest

English speaking festival of discussion groups, games and speed-friending!

## HELPS VOLUNTEERS

At HELPS, we are very proud of our volunteer support from UTS students, staff, alumni and the community.

Join our volunteer program and help other UTS students.

For more information: [tiny.one/helpsvolunteer](https://tiny.one/helpsvolunteer)

## HELPS U:PASS

U:PASS will offer a blended mode: online + campus in most of its existing subjects. Check the UPASS website for the schedule and registration. Go to: [tiny.one/upass](https://tiny.one/upass)

OR email us at: [upass@uts.edu.au](mailto:upass@uts.edu.au).

## CONTACT US

Higher Education Language and Presentation Support (HELPS)

Building 1, Level 5, Room 25

T: 9514 9733

E: [helps@uts.edu.au](mailto:helps@uts.edu.au)

 / UTSHELPS

HELPS Workshops



**WORKSHOPS: CAMPUS + ONLINE**

Workshops are free of charge. For more information about the topics, please visit [www.helps.uts.edu.au](http://www.helps.uts.edu.au)

You must register online at <https://careerhub.uts.edu.au/s/uts-helps/events/filter/987> as places are limited.

**IMPROVE YOUR ACADEMIC SKILLS****How to Write in Academic Style**

|     |        |               |             |
|-----|--------|---------------|-------------|
| Mon | 26 Feb | 16:00 – 17:00 | Zoom        |
| Wed | 24 Apr | 17:30 – 18:00 | Zoom Repeat |

**How to Analyse and Plan Your Assignments**

|     |        |               |             |
|-----|--------|---------------|-------------|
| Tue | 27 Feb | 12:00 – 13:00 | CB01.05.01  |
| Wed | 13 Mar | 17:30 – 18:30 | Zoom Repeat |

**How to Think and Write Critically**

|     |        |               |             |
|-----|--------|---------------|-------------|
| Wed | 28 Feb | 17:30 – 18:00 | Zoom        |
| Fri | 15 Mar | 11:00 – 12:00 | Zoom Repeat |

**How to Write an Essay**

|     |        |               |             |
|-----|--------|---------------|-------------|
| Thu | 29 Feb | 14:00 – 15:00 | CB01.05.01  |
| Wed | 20 Mar | 17:30 – 18:00 | Zoom Repeat |

**How to Write a Literature Review**

|     |       |               |             |
|-----|-------|---------------|-------------|
| Fri | 1 Mar | 11:00 – 12:00 | Zoom        |
| Wed | 1 May | 17:30 – 18:30 | Zoom Repeat |

**How to Present Arguments in Your Assignment**

|     |        |               |             |
|-----|--------|---------------|-------------|
| Mon | 4 Mar  | 16:00 – 17:00 | Zoom        |
| Wed | 27 Mar | 17:30 – 18:30 | Zoom Repeat |

**How to Manage Course Readings and Make Notes**

|     |        |               |             |
|-----|--------|---------------|-------------|
| Tue | 5 Mar  | 12:00 – 13:00 | CB01.05.01  |
| Wed | 10 Apr | 17:30 – 18:30 | Zoom Repeat |

**How to Paraphrase, Summarise & Quote in Your Assignments**

|     |        |               |             |
|-----|--------|---------------|-------------|
| Wed | 6 Mar  | 17:30 – 18:30 | Zoom        |
| Mon | 18 Mar | 16:00 – 17:00 | Zoom Repeat |
| Fri | 26 Apr | 11:00 – 12:00 | Zoom Repeat |

**Common Problems with Sentence Structure**

|     |       |               |             |
|-----|-------|---------------|-------------|
| Thu | 7 Mar | 14:00 – 15:00 | CB01.05.01  |
| Wed | 8 May | 17:30 – 18:30 | Zoom Repeat |

**IMPROVE YOUR ACADEMIC SKILLS CONT.****How to Write a Report**

|     |        |               |             |
|-----|--------|---------------|-------------|
| Wed | 8 Mar  | 11:00 – 12:00 | Zoom        |
| Mon | 22 Apr | 16:00 – 17:00 | Zoom Repeat |

**How to Give an Excellent Presentation**

|     |        |               |             |
|-----|--------|---------------|-------------|
| Thu | 14 Mar | 14:00 – 15:00 | CB01.05.01  |
| Fri | 22 Mar | 11:00 – 12:00 | Zoom Repeat |

**How to Avoid Plagiarism**

|     |        |               |             |
|-----|--------|---------------|-------------|
| Tue | 12 Mar | 12:00 – 13:00 | CB01.05.01  |
| Wed | 3 Apr  | 17:30 – 18:30 | Zoom Repeat |
| Fri | 3 May  | 11:00 – 12:00 | Zoom Repeat |

**How to Prepare for Your Exams**

|     |        |               |             |
|-----|--------|---------------|-------------|
| Mon | 8 Apr  | 16:00 – 17:00 | Zoom        |
| Mon | 13 May | 16:00 – 17:00 | Zoom Repeat |
| Fri | 17 May | 11:00 – 12:00 | Zoom Repeat |

Scan this QR code to register for the workshops:

