RESOURCES TO DEVELOP YOUR ACADEMIC SKILLS

Understanding Expectations at University

- **Get Ready for Uni** – a compilation of resources to help prepare you for some of the key aspects of studying at UTS.

- **Academic Workshops during Orientation Week** – these workshops focus on improving your writing, grammar, speaking as well as study skills.

Writing in an Academic Style

- **Sample Written Assignments** – real assignments written by previous UTS students in a range of different subjects and genres.

- **The UTS Business School Writing Guide** (PDF) – this useful guide covers all aspects of the writing process and the main features of effective assignment writing, with tips and examples applicable to Business students as well as students in other disciplines.

- **Study Guides** – UTS Library guides on how to research and study effectively within a range of faculties and subject areas.

- **Online Assignment Reviews** and **1:1 Consultations** – receive feedback on your draft written assignment or oral presentation from a HELPS Learning Advisor via email, in-person (on campus) or via a Zoom consultation.

- **Writing Workshops** – these HELPS workshops cover a variety of topics relating to academic writing, including how to write essay and reports, how to write critically, and how to use the ideas of other writers in your own words.

- **The Academic Phrasebank** – lists common academic phrases that you can use in different types of university assignments.

Avoiding Plagiarism

- **Academic Integrity Tutorial & Quiz** – gives you examples and quizzes to help you understand what plagiarism is and how to avoid it, including how to quote, summarise, paraphrase, cite and reference correctly.

- **Workshops on 'How to Avoid Plagiarism' and 'Paraphrasing'** - offered by the HELPS team will ensure that you consistently maintain academic integrity.

- **UTS Library APA Referencing Guide** – a comprehensive guide to APA (American Psychological Association) referencing style which is the most common style in use at UTS.

Writing Critically and Developing Stronger Arguments

- **Critical Thinking Self-help Resource –** this HELPS online resource looks at how to think and write critically in an academic style.

- **Writing Critically Workshop –** offered both in-person (on campus) and via Zoom by the HELPS team, this workshop covers strategies for ensuring that your writing is analysing and critiquing concepts in the way that is expected at university.

- **Study Skills Success** – a module within the Clarity English range of online resources offered through the UTS Library, with a section on how to think and write critically.

Improving your Academic Reading Skills

- **Reading Critically at University –** a HELPS online self-help resource that offers simple techniques to improve your academic reading skills.

- **Active Reading –** a module within the Clarity English range of online resources, which focuses on how to read academic texts critically, efficiently and effectively.

- **Managing Course Readings** – workshop offered by the HELPS team that also offers advice on making notes while efficiently managing your course readings.

Grammar Checking and Revision

- **Self-help Grammar Resources** – includes useful advice on the most common and critical aspects of grammar to ensure your writing is accurate and polished.

- **Grammar Guide** – this UTS Library online guide outlines common grammar errors in academic writing and explains how to avoid them.

- **Grammar Workshops** – HELPS runs a series of grammar workshops which look at the most common grammar errors in academic writing as well as strategies for improving your grammar.

- **Clarity English** – UTS subscribes to this online resource so you get free access to a range of online tutorials covering various aspects of grammar.

Using GenAI (Generative Artificial Intelligence)

- **How to Start Using GenAI** - complete this brief introductory Canvas module to get started.

- **Generative AI Learning Resources** – handy resources to give you ideas about how to use AI tools to enhance your learning.

- **Generative AI Study Guide** – a UTS Library resource that provides practical advice and tips on using generative artificial intelligence in a sensible, ethical and accurate way.

- **Microsoft (Bing) Copilot** – access Copilot by signing into your UTS account to safely use this AI tool to support your learning. Once logged in, look for the Copilot app in the search window.