



# ACADEMIC LEARNING CENTRE

At the Academic Learning Centre (ALC) we want to help you successfully transition to university and feel confident about continuing your study. Our service is available to you if you're a new student or if you've been referred by your lecturer. If you've completed more than eight units of study, you may still be able to benefit from our services.

## WHO ARE WE?

Academic Learning Advisers (ALAs) have a range of qualifications, and teaching experiences that enable them to provide feedback and develop resources on many concepts and skills. Enjoy the relaxed environment of our Academic Learning Centres while getting the best advice from our very knowledgeable team.

## WHAT DO WE DO?



**ALC—Academic Communication** can help you with academic writing, speaking and referencing using a range of resources including information sheets, videos, activity sheets and answer sheets.



**ALC—Computing** can help you with formatting and other technological challenges encountered in your study. Resources include templates, videos and information sheets.



**ALC—Mathematics and Statistics** gives you access to a Moodle site especially designed to help you refresh or develop your knowledge on maths concepts required for a range of courses. You can take quizzes and work through content at your own pace, or make an appointment for one-on-one support.



**ALC—Science** offers you advice and assistance on science assignments and research. Preparatory modules can help update your scientific skills in biology, chemistry, botany and physics. Also, benefit from advice on how to study science subjects.

## ALC SERVICES

**Get a helping hand with your studies by contacting the ALC and benefit from:**

- » one hour per week, no cost, one-on-one consultations to assist you with your transition to university
- » on campus workshops held during term and at orientation, open to everyone—look out for notices on campus and in your inbox
- » a personalised online service delivered using tools such as ZOOM
- » the convenience of online forms to submit a 'quick query' or submit an assignment
- » a huge range of tools, tips and guides available on the ALC Moodle site any time you need them
- » extra support for distance students—take advantage of online consultations with an adviser or if you're travelling long distances to a campus you may be offered a longer appointment, and may get to see several advisers.

BE WHAT YOU WANT TO BE

[cqu.edu.au](http://cqu.edu.au)



## ALC PHILOSOPHY

The Academic Learning Centre's primary aim is to assist students during their first eight units to become competent, confident and independent learners.

## ALC DISCIPLINE AREAS



### ACADEMIC COMMUNICATION

Reading, writing, referencing, oral communication.



### COMPUTING

Word, Excel and PowerPoint features and techniques.



### MATHEMATICS AND STATISTICS

Mathematics and Statistics needed for most courses.



### SCIENCE

Biology, chemistry, physics and science study skills

## LOCATIONS

ALC advisers are available at these locations:

**BRISBANE | BUNDABERG | CAIRNS | GLADSTONE  
MACKAY | MELBOURNE | NOOSA | PERTH  
ROCKHAMPTON | SYDNEY | TOWNSVILLE**

## TERMS AND CONDITIONS ACADEMIC COMMUNICATION

- » Advisers will only review a final draft once; however, you may ask further questions of the same assignment during the appointment or via email and phone.
- » All students can attend drop-in sessions and workshops.
- » Come early in the term and access weekly appointments to plan, develop writing techniques and review portions of your assignment.

## COMPUTING, SCIENCE, MATHEMATICS AND STATISTICS DISCIPLINES

- » All students are eligible for advice and assistance at any stage of their study.
- » Advisers may give advice on concepts that form part of an assignment.

## CONTACT US

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[cqu.edu.au/alc](http://cqu.edu.au/alc)



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