



Australian
National
University

Ready for ANU: Introduction to Academic Skills

ANU LIBRARY ACADEMIC SKILLS



Australian
National
University

The Australian National University acknowledges, celebrates and pays our respects to the Ngunnawal and Ngambri people of the Canberra region and to all First Nations Australians on whose traditional lands we meet and work, and whose cultures are among the oldest continuing cultures in human history.

Welcome to ANU!

Introduce yourself:

Where are you from and what are you studying?

Where are you coming from? (school, work, gap year?)

What are you most excited about? What are you most worried about?



Register here



Tuesday 15 July

- Ready for ANU? Introduction to Academic Skills – 9.30am
- Canvas LMS familiarisation – 11am
- Managing your time: How to succeed at Uni – 1pm
- Referencing and Academic Integrity – 2.30pm

Wednesday 16 July

- Writing for University – 9.30am
- Finding Sources for your assignments – 11am
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- Reading and note-taking strategies – 2.30pm

Thursday 17 July

- Digital Essentials: Introduction to ANU online systems – 9.30am
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- Getting ready for quizzes, tests and exams – 2.30pm
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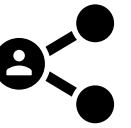
Please visit orientation.anu.edu.au/o-week-events for more details.

Get ready for change

This session will help identify:

- hidden differences between university and previous study, what is new and why
- the scholarly practices you will need to enhance to succeed
- how you can adapt your past practices to ANU

Transition phases

A vertical line with four white circles, each connected to a horizontal bar representing a phase of transition. The bars have a color gradient from dark brown at the top to light brown at the bottom.

"Honeymoon" or "tourist" phase

2. Crisis or shock phase

3. Adjustment, reorientation and gradual recovery phase

4. Adaptation, resolution or acculturation phase



Cultural practices that we see – explicit

Academic practices that we see – explicit

Cultural practices that are hidden – implicit

Academic practices that are hidden – implicit

Food

Due dates

Grades

Dress

Course requirements

Language

Manners

Class attendance

Speaking up in class

Treatment of guests

Courtship practices

Writing style

Acknowledging sources

Seeking help

What to call the professor

Body language

Helping friends with their work

Relevant links

- Student assessment procedure
https://policies.anu.edu.au/ppl/document/ANUP_004604
- Grading scale
<https://www.anu.edu.au/students/program-administration/assessments-exams/grading-scale>
- Academic Skills <https://www.anu.edu.au/students/academic-skills>
- Academic Integrity
 - <https://www.anu.edu.au/students/academic-skills/academic-integrity>
 - <https://services.anu.edu.au/learning-teaching/academic-integrity/academic-integrity-rule-2021-for-learners>
- Acknowledging sources and referencing
<https://www.anu.edu.au/students/academic-skills/academic-integrity/referencing>
- Course requirements – Check course Canvas/Wattle page
- Contact with convener/lecturer - Check course Canvas/Wattle page



What
challenges
lie ahead
for you?

Small
group
discussion



What challenges lie ahead for you?



Class
types

Amount of
reading

Writing
standards

Using
academic
language

Critical
analysis

Time
management

Amount of
feedback

Tools and strategies you
can use to ~~survive~~ *thrive in*
your first semester

CLASS TYPES (ON CAMPUS / ONLINE)

Lectures

- For delivering core content
- Used in all disciplines

Laboratories

- For testing and experimenting
- Used in science, computer science, languages, engineering

Workshops/Seminars

- Combination of lecture/tutorial
- Used in a number of disciplines

Tutorials

- For discussing core concepts
- Used mostly in humanities / social sciences

PARTICIPATING IN CLASS

Find out which classes have compulsory participation

Take active lecture notes

Prepare for tutorials: ask yourself questions while doing the readings

Write down your questions and responses you can share in class

Participating in classes

<https://www.anu.edu.au/students/academic-skills/study-skills/participating-in-classes>

- Lectures
- Remote delivery
- Tutorials

» Current students » Academic skills » Study skills » Participating in classes

Participating in classes



During your studies, you may experience a variety of class types.

- **Lecture:** large group classes which generally don't include much interaction. All lectures are recorded at ANU. Lectures are primarily focused on delivering the main content, ideas and theories related to the course.
- **Tutorial:** typically weekly classes where a small number of students meet with a tutor to discuss the topic for the week, work through problems and debates and discuss course readings. Tutorials assist you to explore, clarify and understand information

Participating in classes »

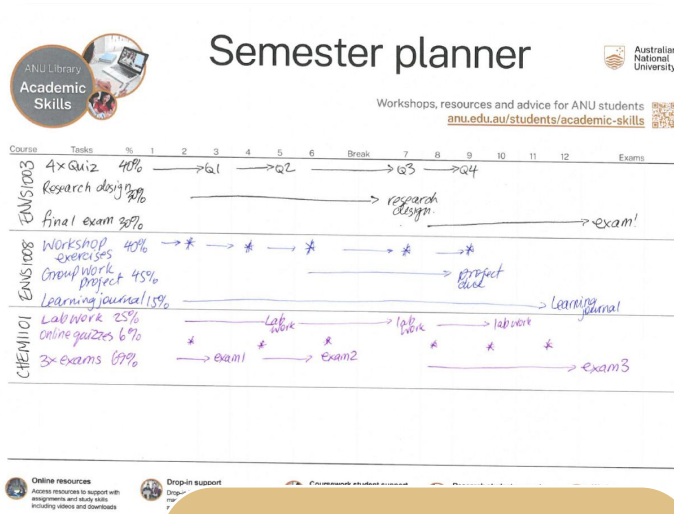
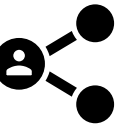
- [Lectures](#)
- [Remote delivery](#)
- [Tutorials](#)

Contact

ANU Library
Academic Skills

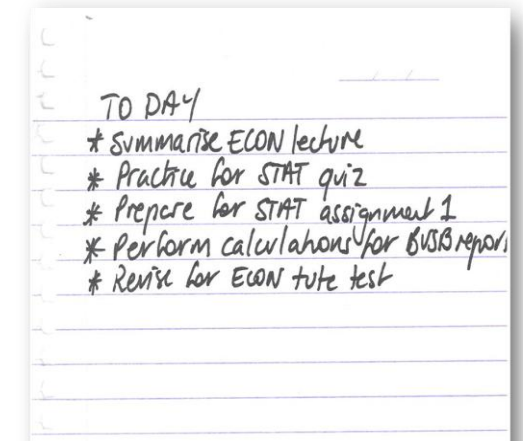


Develop time management strategies



	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
7:00 AM							
7:30 AM							
8:00 AM							
8:30 AM							
9:00 AM	Course 1 lecture	Study	Study	Work	Study		
9:30 AM					Course 4 tutorial	Study	
10:00 AM							
10:30 AM	Study	Course 2 tutorial					
11:00 AM							
11:30 AM	Lunch	Lunch	Lunch	Lunch	Lunch	Lunch	Lunch
12:00 PM							
12:30 PM							
1:00 PM	Study	Course 3 tutorial/lab	Study	Study	Study	Study	
1:30 PM							
2:00 PM							
2:30 PM							
3:00 PM	Course 2 lecture	Study		Course 1 tutorial			Work
3:30 PM							
4:00 PM	Course 3 lecture	Course 3 lecture	Course 4 lecture				
4:30 PM				Study			
5:00 PM	Course 3 lecture	Study				Hobby	
5:30 PM							
6:00 PM	Dinner	Dinner	Dinner	Dinner	Work	Dinner	Dinner
6:30 PM							
7:00 PM							
7:30 PM	Study	Study	Sport				
8:00 PM							
8:30 PM							
9:00 PM							
9:30 PM							

* BUDGET: Blue zone (most do) 12.5 cont



Big
picture
planning

Weekly
routine

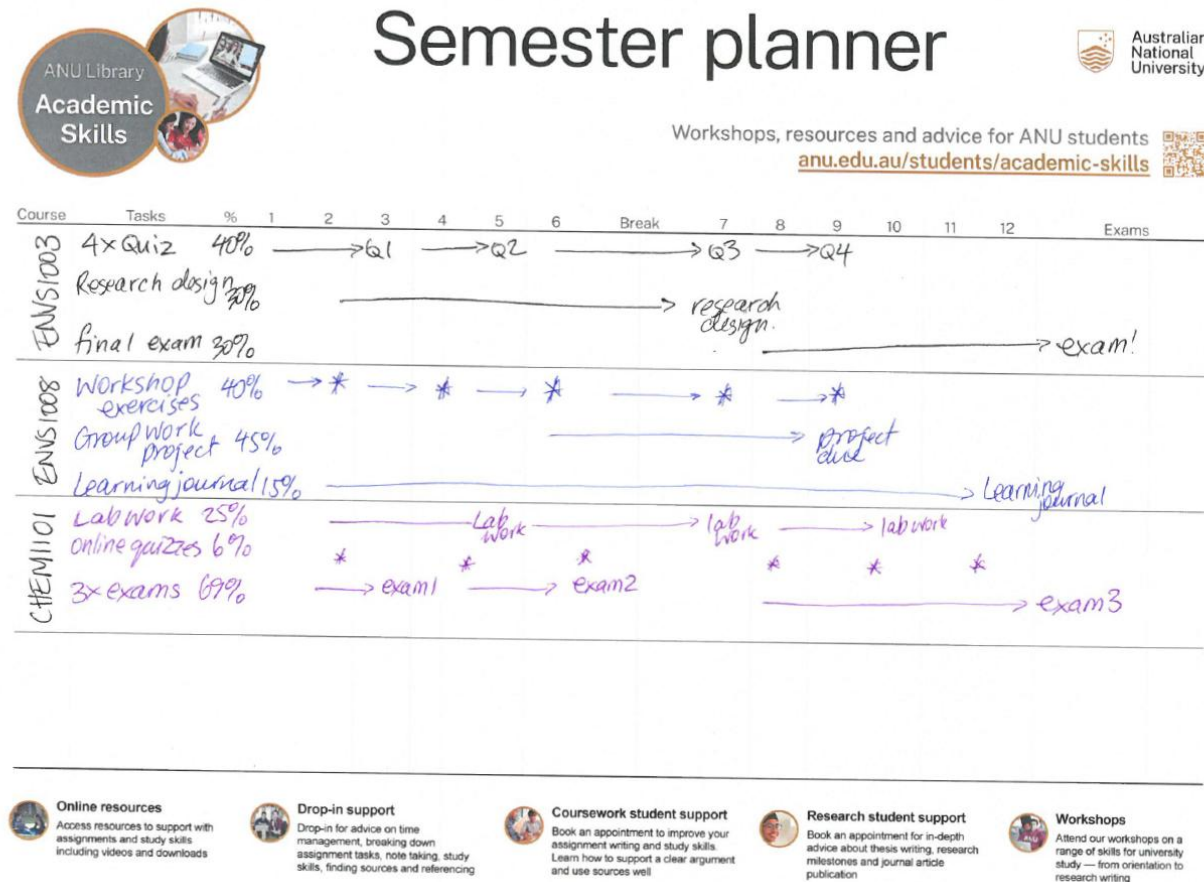
Break
down
the
tasks

<https://www.anu.edu.au/students/academic-skills/study-skills/time-management>

Plan out your semester and develop a weekly routine.

SUGGESTED STRATEGIES

- Use a semester planner
- For each assessment, break down the task and reflect on how much time you need to complete each task
- Develop good habits that incorporate enough time for editing your work
- Go to our Managing your Time workshop



Time management

<https://www.anu.edu.au/students/academic-skills/study-skills/time-management>

- Time management (and 7 min video)
- Understanding yourself
- Big picture planning
- Establishing a routine
- Completing tasks
- Managing motivation (and 8 min video)

» Current students » Academic skills » Study skills » Time management

Time management



For all students, some kind of time management strategy is essential if you are going to avoid being overwhelmed by responsibilities. Successful time management starts with understanding and managing yourself so that you can adopt the strategies that are most likely to work for you. This will help you overcome that common barrier to getting things done: procrastination.

The following pages contain practical strategies for managing your time on a number of levels: from the bigger picture, to your weekly routine, and then down to completing the individual tasks required for successful

Time management »

- [Understanding yourself](#)
- [Big picture planning](#)
- [Establishing a routine](#)
- [Completing tasks](#)
- [Managing motivation](#)



Develop research strategies



Develop search strategies

Use ANU Library SuperSearch and Google Scholar

Attend our Finding Sources workshop

Check out the online resources on the Library and the Academic Skills websites

SuperSearch	Catalogue search	Full text e-journals
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[advanced SuperSearch »](#)
[about SuperSearch »](#)

Google Scholar

☒ Articles ☐ Case law

Stand on the shoulders of giants

<https://www.anu.edu.au/students/academic-skills/study-skills/researching>

Researching

<https://www.anu.edu.au/students/academic-skills/study-skills/researching>

- How to use scholarly sources in your research (and 5 min video)
- Primary, secondary and tertiary sources (and 6 min video)
- How search engines work (and 4 min video)
- Topic analysis (and 4.5 min video)
- Evaluating sources (and 4 min video)

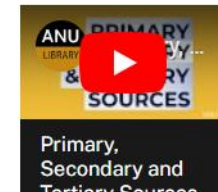
» Current students » Academic skills » Study skills » Researching

Researching



Persuasive writing needs to be well-reasoned and backed by evidence. This is why knowing how to break down an essay question and gather relevant sources is important.

Finding useful and relevant sources is central to the research process, but it is also one of the most time consuming aspects of academic writing. Sources are wide and varied, and scholars from



Researching »

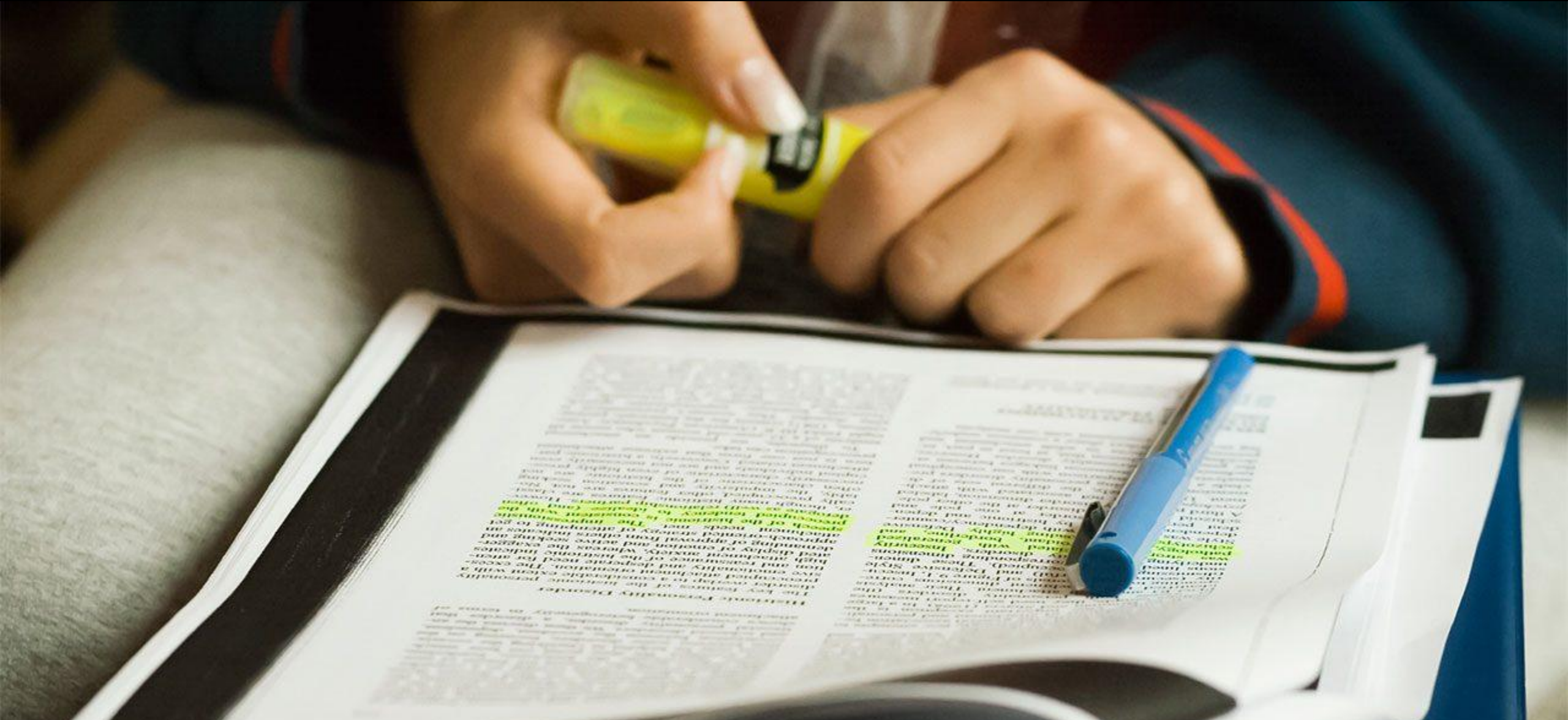
- Topic analysis
- Evaluating sources

Related links

- ANU Supersearch
- ANU Full text



Develop reading and note-taking strategies



Develop reading strategies

You won't have time to read everything

- First, identify questions
 - Tutorial questions
 - Task questions
- Next, skim to find the answers to your questions
- Then do focused reading

Review our online resources on how to manage the reading

Attend our **Reading and Note-taking Strategies** workshop

PURPOSE
Why am I
reading this?

1. Search

2. Skim

3. Select

4. Study

NOTE TAKING AND USING SOURCES

- Develop a note-taking strategy
- Be critical and efficient
- Go to our Using Sources workshop

Cue column – your ideas	Notes column – authors' key points
<ul style="list-style-type: none">• What do I already know?• How does the text answer my questions?• What do I need to find out next?	<div>Aim<ul style="list-style-type: none">• What are the author/s aims?• What is the research question?</div>
	<div>Argument<ul style="list-style-type: none">• What is/are the author/s arguing?• What is their answer to the question?</div>
	<div>Main points<ul style="list-style-type: none">• What points support their argument?• What are their main reasons?</div>
	<div>Evidence<ul style="list-style-type: none">• What evidence have they used to support their argument?</div>
Summarise how the argument and ideas apply to your essay	

<https://www.anu.edu.au/students/academic-skills/study-skills/note-taking>

<https://www.anu.edu.au/students/academic-skills/academic-integrity/using-sources>

Reading strategies

<https://www.anu.edu.au/students/academic-skills/study-skills/reading-strategies>

- Reading and note taking strategies (and 8 min video)
- Read with purpose
- Search
- Skim
- Select and study

» Current students » Academic skills » Study skills » Reading strategies

Reading strategies



At university, you are expected to do a lot of reading. This reading will generally fall into two categories: weekly reading for tutorials and lectures, and reading for your assignments. You can manage the reading load if you do so strategically and critically. Note-taking strategies assist in this.

Reading strategically means reading with a purpose. It is an important skill to develop, and a necessary part of being able to think and write analytically about your subject. It will help you avoid being overwhelmed. Reading critically, on the other hand, means positioning yourself in

Reading strategies »

- [Read with a purpose](#)
- [Search](#)
- [Skim](#)
- [Select and study](#)

Reference



Note-taking

<https://www.anu.edu.au/students/academic-skills/study-skills/note-taking>

- Note-taking
- Note-taking template
- Mind mapping
- Note-taking system

🏠 » [Current students](#) » [Academic skills](#) » [Study skills](#) » [Note-taking](#)

Note-taking



Developing a systematic approach to note-taking is an important skill. Including evidence in assessment pieces and revising for exams are smoother when there is a good set of notes to work with.

New students are often not sure how to take notes - what to include and how to organise them. Two key things to consider:

- Note-taking needs to go beyond taking down the content - it needs to include your critical analysis or engagement with that content.
- In terms of organisation, a systematic approach is

Note-taking »

- [Note-taking template](#)
- [Mind mapping](#)
- [Note-taking system](#)

Reference documents

- [Reading and Note-taking](#)



Develop referencing skills

Author/s name/s



Year



Title of article



Wolfe, K, Wu, X & Lui, R 2003, 'Antioxidant activity of apple peels',
Journal of Agricultural and Food Chemistry , vol. 51, no. 3, pp. 609-614.



Journal title



Volume



Issue



Page numbers

Develop referencing skills

Find out what style you need to use

Use a reputable referencing guide (eg: Monash)

Use the Turnitin Practice site

Review our Academic Integrity and Referencing webpages

Go to our Referencing and Academic Integrity workshop



<https://www.anu.edu.au/students/academic-skills/study-skills/researching>

Referencing

<https://www.anu.edu.au/students/academic-skills/academic-integrity/referencing>

- Know your style (and 4 min video)
- How to reference
- Referencing software
- Harvard (and 8 min video)
- Chicago Style Manual (and 7.5 min video)
- APA
- AGLC
- IEEE
- Vancouver
- MLA

» Current students » Academic skills » Academic integrity » Referencing

Referencing



The purpose of referencing is to show where the information you use comes from. Given this purpose, the first principle is to provide enough information in your citations so that your reader can find that same piece of information themselves. The second principle is consistency in format and style.

The following sections provide information on specific referencing styles. Regardless of which style you use, keep in mind the two main principles.

Know your style

Referencing »

- [Harvard](#)
- [Chicago Manual of Style](#)
- [APA](#)
- [AGLC](#)
- [IEEE](#)
- [Vancouver](#)
- [MLA](#)



- Enrol in Turnitin practice site and Academic Skills appointment site
- Upload work to Turnitin practice site
- Leave time to check your report
- Check your quotes, paraphrases and citations
- Make an appointment with Academic Skills staff, upload draft to Academic Skills Appointment site

Academic Skills Turnitin Practice site Semester 1, 2025

[Dashboard](#) / [My courses](#) / [ASTPS_Sem1_2025](#)

[Course](#) [Settings](#) [Participants](#) [Grades](#) [Reports](#) [More](#)

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ANU Academic Skills

Turnitin practice site

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LEARNING ADVISERS
WRITING COACHES
PEER WRITERS
DIGITAL LITERACY
TRAINERS



Academic Integrity Modules (via Wattle)

Academic Integrity 2025

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[Course](#) [Participants](#) [Grades](#)



Announcements

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Welcome and Introduction to Academic Integrity

Welcome to the Academic Integrity Modules for ANU students!

Academic integrity is an important principle at university. This principle is enforced at the Australian National University, in accordance with the [ANU Academic Integrity Rule 2021](#).

The purpose of these modules and quizzes is to provide a thorough overview of this principle and how you can uphold it in your academic work. The modules and quizzes will take approximately two hours to complete overall and can be completed either all at once or across several sessions. Set aside the time to work through the modules and quizzes, so you will be equipped to work and write with integrity and will know how and why to avoid misconduct.

Please note: Modules need to be completed in order, i.e. from one to five. Once a module has been completed, the quiz will become available. Once the quiz has been completed with a pass score then the next module will become available. There are 10 questions per quiz with 100% answers correct required to pass. After completing a quiz there is a review page which shows whether responses were correct or incorrect.

Academic Integrity

<https://www.anu.edu.au/students/academic-skills/academic-integrity>


- Why it matters (and 13.5min video)
- Best practice principles
- Using sources
- Referencing
- Turnitin
- Academic Integrity Awareness
- iThenticate for HDR

» Current students » Academic skills » Academic integrity


Academic integrity

Academic integrity is a core part of our culture as a community of scholars. At its heart, academic integrity is about behaving ethically. This means that all members of the community commit to honest and responsible scholarly practice and to upholding these values with respect and fairness.

Book appointment



Why it matters »
As scholars, we develop our ideas by critically engaging with the work of...

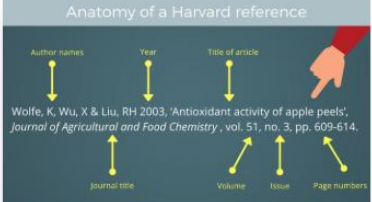


Best practice principles »
It is imperative that you understand the academic integrity rules that...

Summary	Paraphrase
<ul style="list-style-type: none">Your own wordsSuccinct explanation of the source's main argument <p>Soon's main argument is that ... (reference).</p>	<ul style="list-style-type: none">Your own wordsProvides specific detail or evidence <p>Hansen uses examples of ... (reference).</p>
Synthesis	Quote
<ul style="list-style-type: none">Your own wordsSummarise multiple sources that have a similar argument <p>Multiple studies have shown ... (reference; reference).</p>	<ul style="list-style-type: none">Copy others' words exactlyUse sparinglyHighlights a key idea or statement <p>As Patel states "... (reference).</p>

4 ways to use sources

Anatomy of a Harvard reference



Wolfe, K, Wu, X & Liu, RH 2003, 'Antioxidant activity of apple peels', *Journal of Agricultural and Food Chemistry*, vol. 51, no. 3, pp. 609-614.

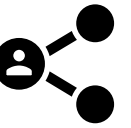


Develop academic writing skills



What skills and practices are important for success in academic writing?

Have a chat at your tables.



Routines and
time
management

Big picture
planning

Feedback
on drafts

Assessment
rubrics

Course
sites

Academic
skills
services

Break
down
assignment
task

Develop academic writing skills

Familiarise yourself with persuasive writing techniques

1. Clear argument statement
2. Signposting of reasons
3. Topic sentences that develop line of argument

Come to see us to get feedback at any stage in your writing process

See our resources on Essay Writing

Join our Writing for University workshop

ESSAY WRITING

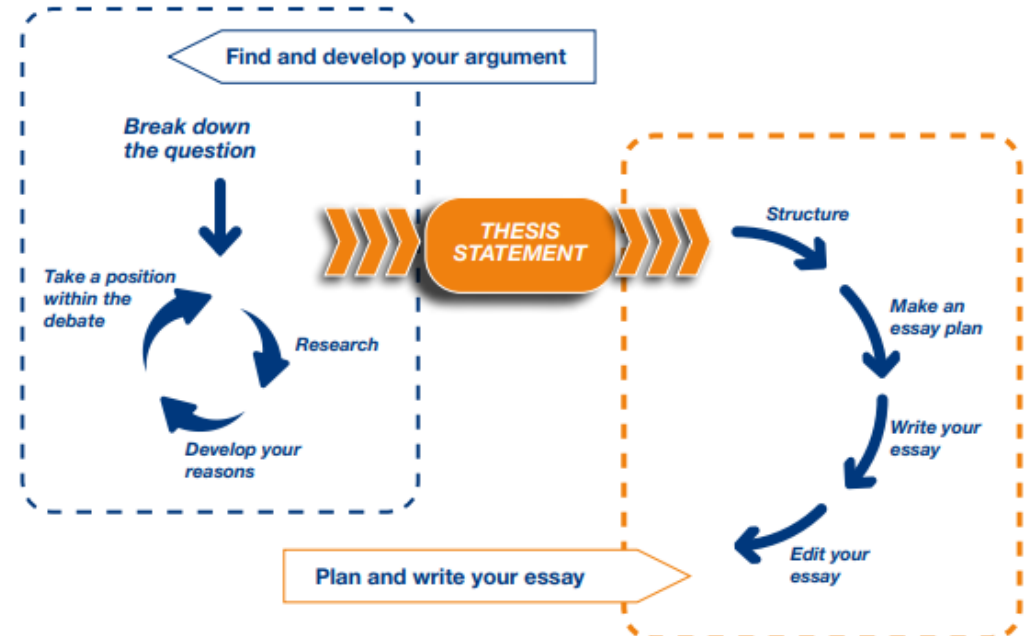
For the Humanities, Arts and Social Sciences

Academic essay writing is persuasive. You are expected to take a position and present an argument in order to convince the reader of your views. Arguing for a position goes beyond simple description or the presentation of a series of facts. It means understanding the question, engaging with the debate and using evidence critically.

This booklet provides strategies you can use to help refine, structure and present your position and argument throughout a written essay. The following diagram outlines the essay writing process as it is presented in this booklet.

The principles of persuasive writing presented here apply to most forms of academic writing and can be adapted to all disciplines.

A position refers to taking a stance on a question or an issue. An argument is a list of reasons, supported by evidence, that are used to persuade readers of that position.



Be proactive – seek help early.

There is plenty of support available; you are not alone in your journey!

Writing and assessments

<https://www.anu.edu.au/students/academic-skills/writing-assessment>

- Editing your work
- Essay writing
- Exams
- Other assessments
- Reflective writing
- Science reports
- Report writing
- Presentations

» Current students » Academic skills » Writing & assessment

Writing & assessment

During your studies at ANU you will need to complete a wide variety of assessment types. We have strategies for dealing with the most common forms such as essays, reports, exams and presentations. You'll also find advice on some of the less common types.

Book
appointment



Editing your work »

Now you have written a draft of your essay, you are ready to edit it. When you...



Essay writing »

At university, you will come across many different kinds of essay questions....



Get to know your fellow students





Ask for help!

Lecturer and tutor office hours

Form study groups

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ANU Counselling

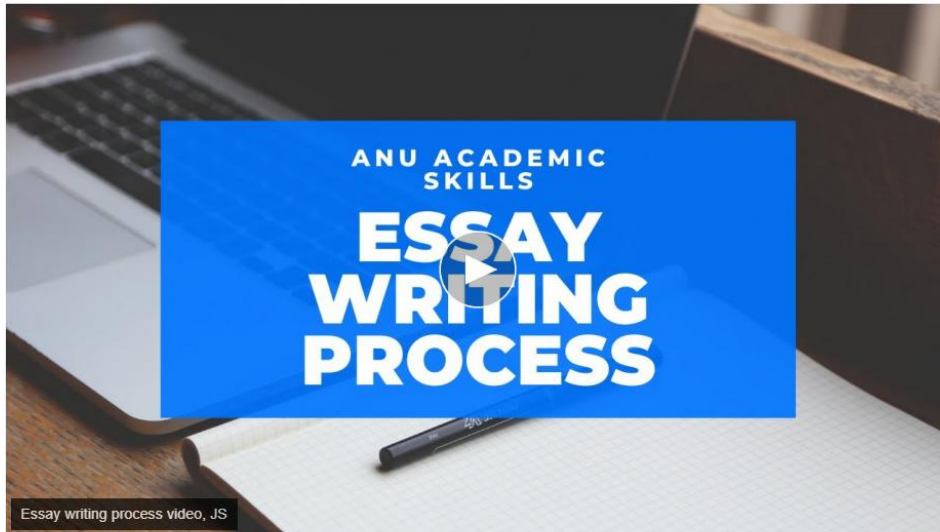
Access and Inclusion

Want to view Academic Skills videos?

www.anu.edu.au/academicskills

In Wattle, self-enrol in *Academic Skills Orientation 2025*

Essay writing



At university, you will come across many different kinds of essay questions. The one thing to remember, no matter the question, is that academic essay writing is persuasive. This means that you are expected to take a position and present an argument in order to convince the reader of your views.

Arguing for a position goes beyond simple description or the presentation of a series of facts. It means understanding

“ A position refers to taking a stance on a

ESSAY WRITING

- » Find your argument
- » Develop your argument
- » Plan your essay
- » Write your essay
- » Polish your essay

Academic Skills Orientation 2024

Dashboard / My courses / ASOrientation_2024

Course Settings Participants Grades Reports More ▾

Welcome to ANU!

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ANU Library and Academic Skills

Coursework Students

Online Resources

Access resources to support with assignments and study skills including videos and downloadable resources

Drop in advice

Drop in for assignment advice with peer mentors or library advice with librarians

Assignment and Study Skills

Book appointments with writing coaches and learning advisers

Discipline Specific Research

Book appointments with librarians

Workshops

Register for workshops on a range of university writing and study skills

English Language

Improve your English language in a fun group setting

Research Students

Online Resources

Access resources to support with thesis writing and study skills including videos and downloadable resources

Drop in advice

Drop in for library advice with librarians

Discipline Specific Research

Book appointments with librarians

Workshops

Register for workshops on a range of topics such as finding and evaluating sources, research data management, and StoryMaps with GIS

English Language

Improve your English language in a fun group setting

anulib.anu.edu.au / academicskills.anu.edu.au

THANK YOU

Contact Us

Academic Skills

Chifley Library and Hancock Library

E AcademicSkills@anu.edu.au

W anu.edu.au/students/contacts/academic-skills



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