



Getting Organised

Careful preparation is the key to academic success. This preparation begins before your first lecture and continues throughout your course of study. It involves organising both your academic work and your private life in ways that make the most of your potential. In doing this you may find the following list of strategies helpful:

1. Organise your personal life: accommodation, health, relationships, work commitments, leisure activities
2. Identify people and services that are going to be important to your study: International Student Services. OIS etc.
3. Gather course details and materials as early as you can. Read handbook and course outline. Buy course books.
4. Find out how the library works. Arrange to attend the free seminars that the library runs
5. Organise lecture and tutorial times. Make sure you know where to go.
6. Find out your tutor's name, room number and location, and consultation times.
7. Find out how the computer labs are organised. Spend time getting to know the computer systems, networks and available programs.

QUT Language and Learning International Student Services

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For on line advice, email us at: uniwrite@qut.edu.au

International student Services web site: <http://www.issupport@qut.edu.au>