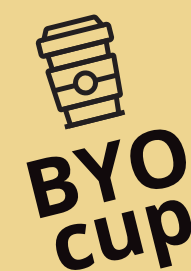# Whakatika Get Ready

A kete of study and assessment skills

BYO cup

**Register here**

## Tauranga Pre-Start Workshops 2025 - Semester 2

| Monday, 7 July | Tuesday, 8 July | Wednesday, 9 July | Thursday, 10 July |
|---|---|---|---|
| *Value of the day: Whanaungatanga* | *Value of the day: Toitūtanga* | *Value of the day: Kotahitanga* | *Value of the day: Manaakitanga* |
| **9am - 9.10am** Room: A02 Karakia (Welcome), Staff introductions Housekeeping and overview of day | **9am – 9.10am** Room: A02 Karakia (Welcome), Staff introductions Housekeeping and overview of day | **9am – 9.10am** Room: A02 Karakia (Welcome), Staff introductions Housekeeping and overview of day | **9am – 9.10am** Room: A02 Karakia (Welcome), Staff introductions Housekeeping and overview of day |
| **9.10am – 10am** Room: A02 Workshop 1: **Finance & Pastoral Care** <br>• Introduction to Accessibility at Toi Ohomai <br>• Finance & Pastoral Care, RealMe, StudyLink, Budgeting advice <br>• Pastoral Care, Student Voice | **9.10am – 10.30am** Room: A02 Workshop 5: **Reading Strategies** <br>• Getting the right information <br>• Skimming and scanning <br><br>**Note taking and organising your notes** <br>• Preparing to take notes <br>• Note taking techniques <br>• Reviewing your notes | **9.10am – 10.30am** Room: A02 Workshop 8: **Essentials of Academic Assessment Mapping** <br>• Mapping <br>• Breaking down the task <br>• Demystifying assessment instructions <br>• Marking rubric | **9.10am – 9.30am** Workshop 10: **Mental Health & Wellbeing** <br><br>**9.30am – 10.30am** Room: A02 Workshop 11: **Quoting, Summarising & Paraphrasing** <br>• Quotations <br>• What is summarising? <br>• What is paraphrasing? <br>• How to do the above? |
| **10am – 10.45am** Room: A02 Workshop 2: **Managing your Time** <br>• Tips & tricks to manage time: Diaries, planners, devices | | | |
| **10.45am – 11:15am Morning Tea** | **10.30am – 11am Morning Tea** | **10.30am – 11am Morning Tea** | **10.30am – 11am Morning Tea** |
| **11.15am – 12.15pm** Computer Room :A23 Workshop 3: **Computer Driving Licence** <br>• Introduction to computers at Toi Ohomai <br>• Logging on <br>• Toi Ohomai webpage - OneDrive - Essentials of good house keeping <br>• The Hub – What's on there? <br>• Booking appointments EF/LF <br>• Careers, Health & Student information <br>• Student Success Online | **11am - 12.45pm** Computer Room :A23 Workshop 6: **Google & Office 365** Google: <br>• Working with Google Classroom <br>• Google Docs, slides sheets <br>• E-portfolios: G-Slides & G-Sites. <br><br>Office 365: <br>• Setting up devices <br>• Word, Spreadsheets, PowerPoint <br>• One Note | **11am - 12.45pm** Room: A02 Workshop 9: **Academic Writing** <br>• Academic integrity <br>• Types of assignments: Reports, Essays, Reflections, Presentations <br>• Introduction, conclusion & body paragraphs. <br>• Structure/paragraphs <br>• Logical structure | **11am - 12pm** Room: A02 Workshop 12: **Small business AI Futures** Exploring how AI & digital tools are reshaping the future of work, skills needed in the future and the rise of self-employment in Aotearoa. |
| **12.15pm – 1pm** Workshop 4: **Moodle** <br>• Navigating Moodle <br>• Submitting Assignments <br>• Gradebook, Turnitin | **1pm – 2pm** Workshop 7: **Employability Skills** <br>• Get job ready 101 <br>• Time management, Communication skills <br>• Transferable skills <br>• CV cover letters scholarships | | **12pm – 1pm** Room: A02 Workshop 13: **Library Resources** <br>• Research <br>• APA 7th Ed. Referencing <br>• Koha database |