

A course developed by ...



RANGELANDS AUSTRALIA

# Getting into Further Study: Insights, practices and tips for success in distance education

## Short Course

### INTRODUCTION

More and more people are becoming interested in further education. However, for people with little or no recent experience of tertiary education the idea of further study, and formal university-level study in particular, can be quite daunting. To assist people working and living in rural and remote Australia, Rangelands Australia has designed this short course to develop the necessary skills for successful completion of postgraduate-level coursework programs offered part-time and by distance mode.

While the course is geared to formal (ie. university level) study, many of the skills will also be of direct, practical value in a managerial workplace, making the course an important professional development exercise for you. Importantly, the course workbook will also be a valuable reference when you are undertaking any postgraduate assignments.

The course consists of a 3-day, face-to-face workshop program and an optional research-based assignment to be completed in the 4 weeks following the workshop. The workshop introduces participants to university expectations, requirements and culture; develops the learning, thinking and technology skills used in formal study and gives participants the opportunity to develop, enhance and practice these skills. Participants are guided through the steps, strategies and skills involved in completing a small postgraduate, research-based assignment.

The optional assignment provides an excellent opportunity for people to practice and reinforce the skills developed in the workshop. The Course Facilitator will provide detailed feedback on any 'practice' assignment submitted.

By the end of this course, participants should feel much more confident, skilled and ready to undertake postgraduate study by "distance".

### LEARNING OUTCOMES

On completion of this course, participants will:

- Understand how they learn in a formal context and use this knowledge to develop effective learning processes for a distance learning environment such as a postgraduate coursework program
- Identify and retrieve relevant information for assignments from online and print resources
- Understand and critically evaluate information, and develop informed views on the value of the information, especially for the rangelands context
- Clearly communicate their ideas in a clear, coherent and concise manner, as appropriate to the task and audience
- Understand the requirements of a range of assessments at the postgraduate level and the general expectations of people who may be marking your assessment items.

Completion of this course can help you gain further formal qualifications such as a Certificate IV, Diploma or Advanced Diploma. This is because the content of the course has been mapped to one or more units of competency from nationally accredited training packages such as the Conservation and Land Management training, Amenity Horticulture, Rural Production and Business Services training packages. If you satisfactorily complete all the assessment activities during and after the course, you will be awarded a **Statement of Attainment**. This is issued by the University of Queensland Gatton Campus Vocational Training Framework. You will learn more about these requirements at the course.

Of course, if you are not interested in gaining formal recognition for the course, your participation will still be formalised with a Statement of Participation, issued by Rangelands Australia, so that you have a record of the learning which you have completed. The Statement of Participation does not require any assessment of the work you have done throughout the course.

## COURSE STRUCTURE

The workshop program consists of 6 half-day workshops made up of teaching, application and practice, reflection and discussion of new skills. Modules include:

1. Effective Learning Practices and Management of Study
2. Planning and Research for Assignments
3. Evaluating and using Information in Assignments
4. Structuring your Understanding and Thinking
5. Writing for Easy Reading (and Marking!)
6. Effective Oral Presentations

There is no formal assessment, and participants will receive a Certificate of Achievement at the conclusion of the course.

## FACILITATOR

Mrs Elizabeth Wallis has more than 25 years experience in teaching and learning within the University sector, working with both students and teaching staff. She has provided student learning assistance at both the undergraduate and postgraduate levels, developed and taught learning preparation courses in various fields, and provided learning support and educational counselling for students.

## TIME

Three full days, with some follow-up work at home if you choose to do the 'practice' assignment.

## SUGGESTED PARTICIPANTS

This course is strongly recommended for participants who have no recent tertiary study experience and/or who wish to enter a coursework postgraduate program using recognition of prior learning (RPL) and post-secondary qualifications together with managerial experience.

The course is specifically designed for people who are thinking of further study on a part-time basis and through distance education, such as the University of Queensland coursework programs in Rangeland Management. It would also be relevant for anyone thinking of doing a postgraduate degree in environmental studies or agriculture, whatever the institution.

## DELIVERY

The course will be delivered at convenient locations and times in a face-to-face workshop. Minimum numbers apply. Register now and list your preferences.

Each workshop involves teaching of skills, application and practice, feedback and discussion. Workshops are interactive and responsive to the needs of the participants. If required, feedback would be provided on an optional assignment, designed to help consolidate the learning from this course.

## COST

\$1,000 plus GST (less any State/Territory applicable FarmBis subsidy for eligible producers)

## SOME COMMENTS FROM PREVIOUS PARTICIPANTS

- *"This course is essential to anyone unfamiliar with postgraduate requirements"*
- *"I found this course very helpful and it will help me immensely in my work and community groups"*
- *"I feel more at ease about how to approach (tertiary) courses"*
- *"Excellent value"*
- *"Things don't seem so daunting now"*
- *"Definitely increased my awareness and confidence"*

## FOR FURTHER INFORMATION

Contact Rangelands Australia by telephone on 07 5460 1660 or by email at: [rangelands@uqg.uq.edu.au](mailto:rangelands@uqg.uq.edu.au) .