UECA 2018 UTS May 12

The Nitty Gritty

25+ Pragmatic Tips for Independent Learning and University Success

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| **What** | **How & Why** |
| **The Library** |  |
| The Magic Number is 428 | https://www.oclc.org/en/dewey/features/countries.html |
| File Naming Conventions (FNC) | https://www.ed.ac.uk/records-management/records-management/staff-guidance/electronic-records/naming-conventions |
| Using a textbook/ Old editions | Contents, Index, Summaries, Case studies, Glossary, Appendices, If you are in the area of the call no.! |
| Internet vs Databases | Google to Google Scholar to Databases (Good, Better, Best) Elsevier/Science Direct, JSTOR, Cengage, ProQuest |
| Academic Articles | Referencing (in-text & end of text), Format, CITE functions (text, EndNote etc.) |
| **The University** |  |
| The Genius of Mr Miyagi | Use relevant admin docs with a quiz and instructions to practice skills |
| Old course materials – Learning Management System (LMS) | A textbook, a reading, course notes, an assessment, a video, a PPT – Find an introductory course, show what they have ahead of them |
| LMS layout | Moodle/Blackboard – layout, week to week, assessments, admin |
| Software | Mahara ePortfolio, Project, Excel, Google Docs, MS office, Adobe Suite, - Business, IT, Engineering |
| **ICT** |  |
| Google It! | ‘Teachers are afraid to let students struggle’ – Tina Muir; Flipped classroom; Real life learning is messy and non-linear (connectivism); “I’m not a dictionary” |
| Dot com, dot edu, dot org | Dot com might be selling something and not give the whole picture. Rule of thumb – edu then org, then com |
| Subtitles/ CC/ transcripts | English & L1 – Try different combos – listen, watch & listen, watch, listen and read. YouTube, TED, Big Think, RSA, ABC |
| Splitting the screen | Flick to the side, Potential for 4 screens |
| Grammarly | Saves time, 80% right, human interpretation needed, perks students’ interest <https://app.grammarly.com/> |
| Voice Typing/ Voice Recorder | Saves time, practice pronunciation. Teacher – Integrated feedback e.g. written assessment |
| Find functions | PDF, Word, Excel…. Faster evaluation |
| Google translate | Context of key words (surrounding paragraph) for faster evaluation. 5 years and counting |
| Bookmarks (G) Favourites (MS)  Quick Access (MS) | Quick reference to commonly used websites & folders |
| Video to MP3 converter | Save on data, practice listening on public transport https://www.onlinevideoconverter.com/mp3-converter |
| Book summaries/ Audio Books | Textbooks not so much, business books more so. YouTube, Audible, Librivox |
| Wikipedia | Considered non-academic, though some studies disagree (power of crowds), a start – keywords, names, references |
| **Processes & Strategies** |  |
| 3R’s | Referencing, Report Writing, Research |
| Content & Language Integrated Learning (CLIL) | Learn a skill that will help at university – Report formatting in Word, Excel, Referencing (Word, EndNote), MS Office (Project), Google Apps, LinkedIn/Lynda, University subscriptions e.g. Adobe suite, MOOC |
| Visual Images | Does it lend itself to an image e.g. thermometer for adverbs of frequency, hourglass for essay structure. Multiple Intelligences |
| Puzzles | MENSA – Mathematical. Multiple Intelligences |
| Levels/Options | Blooms Revised Taxonomy. L1 – Remembering, Understanding L2 Analysing, Applying L3 Evaluating, Creating |

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