



Study Skills Guide



In your academic journey, mastering the art of studying is the key to unlocking your full potential! Whether you're a student striving for excellence, a professional looking to upskill, or someone embarking on a new learning adventure, this guide is your trusted companion.

Here, we'll delve into the strategies and techniques that will not only help you ace assessments but also empower you to become a confident, efficient, and lifelong learner. From time management and note-taking to effective research and exam preparation, Health & Harmony has you covered.

As you explore this guide, remember that acquiring strong study skills is not just about achieving academic success. It's about gaining the tools to embrace knowledge, inspire creativity, and foster personal and professional growth.

So, let's embark on this journey of discovery and empowerment. Get ready to boost your study skills, maximise your potential, and start a path to success like never before. The adventure begins now!

-  Online Learning
-  Organising Your Study
-  Written Work & Assignments
-  Note- Taking



Online Learning



Empowering Your Study Goals

In recent years, the landscape of education has undergone a significant transformation, particularly in the realm of online learning. Institutions have adapted to the evolving needs of learners, embracing virtual classrooms, expanding educational access, and ushering in a new era of flexible and accessible learning.

Online learning offers flexibility and accessibility, enabling students to learn at their own pace from anywhere.

Personalised learning adapts content and assessments to individual needs. Diverse resources like videos and simulations enrich the experience.

Online platforms foster collaboration through discussion boards and video conferencing, promoting communication and teamwork.

The pandemic accelerated the adoption of online learning, revolutionising education. Flexibility, accessibility, personalisation, diverse resources, and collaboration shape the future of education beyond the crisis.

Embracing these advancements improves learning outcomes and benefits students and the education system.



Students at Health and Harmony study online, via our Virtual Campus and Student Portal. This portal is an online hub where you will access all your lesson content, download your assessments, and receive feedback on your completed assessments. Your course content has been enhanced into an engaging digital format to improve your study experience.

Within the portal, you also have the option to connect with other students, and receive support from the College, via a range of student forums.





Digital Sticky Notes For Productivity

Embrace the convenience of digital sticky notes and virtual reminders. Use them to capture key points, important deadlines, and essential tasks. Place these friendly digital companions on your computer desktop or integrate them into your online calendar.

Study Oasis

Set the stage for online learning success by creating a dedicated and distraction-free study environment. Equip yourself with a comfy chair and a well-organised desk. This is your personal haven for focused online study, where inspiration and motivation flourish.



Consistency

Establish a consistent study schedule for your online learning journey. Dedicate specific time slots for your studies and make a sincere effort to adhere to your schedule.

Even short bursts of study, as brief as 20 minutes, at least three times a week, can work wonders. Remember, consistency is your companion on the path to effective online learning.

Light the Way to Clarity

Illuminate your study space with optimal lighting. It ensures that your online reading is not a source of eye strain, fatigue, or unwelcome headaches. Clarity in your surroundings mirrors clarity in your learning.





Comfort

Prioritise your comfort and well-being throughout your online study sessions. Stay well-hydrated by keeping a water bottle within arm's reach. Choose an ergonomic study chair to ensure your physical comfort during those extended study journeys.



Rest

Recognise that successful online learning is an energy-driven endeavour. Avoid diving into your studies when you're overly fatigued. Focus and concentration thrive when you're well-rested. Prioritise quality sleep and allow your well-deserved rest to propel you toward optimal online study sessions.





Each lesson will have a corresponding assessment based on a series of questions relating to the work covered.

Before answering the questions, read through your assignment and study your Mind Maps. This will help you to summarise everything you know about the assignment and the assessment questions you are being asked to answer.

It may sound very obvious to say “answer the question” – but you won't gain any extra points unless the information you provide in your response is relevant to the question! You can judge what is required by the way in which the question is worded.



If, for example, a question that reads ‘List four types of...’ means that you should keep to the point, listing the answers concisely and clearly. As another example, a question reading ‘State briefly...’ indicates the answer should be no more than a few sentences. A question reading, ‘Discuss...’ might involve a longer answer.

Let the phrasing of the question be a guide to the length of answer, if no specific required word count is indicated on the assessment sheet. Once you have completed all of the questions, read through both the questions and answers to double-check that you have answered them appropriately and as best you can.

Often, this is best done a day after you have completed the assignment, when your mind is fresh and likely to be more objective. Then check that you have entered your name, student number and any other information requested.

The assignment is now complete, and ready to submit to the College for marking.





Empowering Your Study Goals

Empowering your study goals is essential for achieving success in your educational journey. Here are some insights and tips to help you on this empowering path.

- **Set Clear and Specific Goals: Define your study goals with precision. Instead of vaguely aiming to "do well," specify that you want to achieve an A grade in a particular subject or complete a certain number of chapters in a week. Specific goals are more motivating and easier to track.**
- **Break Down Larger Goals:** If your ultimate goal is significant, break it down into smaller, manageable milestones. Completing these smaller tasks gives you a sense of accomplishment and motivates you to keep going.
- **Visualise Your Success: Regularly visualise yourself achieving your study goals. This positive mental imagery can boost your confidence and determination. It's a powerful way to stay motivated.**
- **Celebrate Milestones:** When you reach a milestone or achieve a goal, celebrate your success. Rewards can reinforce your hard work and make the journey more enjoyable.
- **Mindfulness and Self-Care: Take care of your well-being. Mindfulness practices, regular breaks, and a healthy lifestyle can keep you energized and focused on your goals.**
- **Continuous Learning:** Embrace the idea that learning never stops. Even after achieving your current goals, there will always be more to learn and explore. This mindset keeps your educational journey empowering and fulfilling.

Have More Questions?

Student support and guidance are vital aspects of your educational journey. At Health & Harmony, we understand the significance of a strong support system in empowering your study goals. Our dedicated Student Support Team and Course Advisors are always here to assist you at every step of your learning adventure.

Email: info@healthandharmony.com.au

Phone: 1300 131 492

Should you have questions, encounter challenges, or need guidance on any aspect of your education, our team is just a message or call away. We're committed to providing the guidance and assistance you need to excel in your studies and achieve your goals.

Website:

www.healthandharmony.com.au

