



# University of Otago Distance Learning

## Your Distance Campus, November 2017



### Your Distance Campus

Welcome to the November edition of Your Distance Campus newsletter.

Most of you will be winding down for the academic year, finishing assignments and/or sitting your last exams for 2017.

For those of you continuing your study over the summer period, we haven't forgotten you! We're here to provide information and support as necessary right through to the start of the 2018 academic year and beyond!

This newsletter contains information about Information Technology Services, the Library, Student Learning Development (previous Student Learning Centre), and upcoming workshops and events that are available to distance students.

We hope you've had a successful year at Otago. Have a great summer break, and if you're returning in 2018, we'll keep you up to date with information and contacts that will hopefully make your time with us a bit easier.

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### Really useful links

for your time at the University of Otago.



#### Blackboard

<https://blackboard.otago.ac.nz/>

#### Digital resources for writing

Visit Student Learning Development

here: <http://www.otago.ac.nz/hedc/students/digital/index.html>

#### Email (Student Webmail)

You should check your student email account regularly as this is the email address all official communications from the University are sent to.

<http://www.otago.ac.nz/smlanding/>

If you prefer, you should redirect your emails following these instructions: <https://its-faq.otago.ac.nz/index.php?action=artikel&cat=277&id=922&artlang=en> eVision

To check your exam results, update your address, and keep track of your programme, visit eVision: [https://evision.otago.ac.nz/sitsvision/wrd/siw\\_lgn](https://evision.otago.ac.nz/sitsvision/wrd/siw_lgn)

#### Information Technology Services (ITS)

ITS is the first place to go to when you're having technical problems. They also offer a range of services to students that you should make the most of!

<http://www.otago.ac.nz/its/services/otago033765.html>

#### MyEquals

My eEquals gives students and graduates secure access to their academic records online. It allows you to share your digital documents with anyone you choose, at any time.

See <http://www.otago.ac.nz/study/otago653691.html>

### Student Desktop

Access the computing programmes your course uses from the Student Desktop - free to you from anywhere in the world: <https://student.desktop.otago.ac.nz/vpn/index.html>

### Student Learning Development

Student Learning Development (previously known as the Student Learning Centre) can provide you with a range of support and help during your study at Otago.

HEDC Student Learning Development provides free and confidential academic development to students studying at the University of Otago. Whether you are working hard to get a pass mark, seeking to gain a top result, all students can benefit from their services.

Personal consultations are available - see the website for more information.

Bookmark the Student Learning Development website now!

<http://www.otago.ac.nz/hedc/students/index.html>

### Transcripts (Academic)

Need a transcript of your academic study at Otago? Information about transcripts and costs are available [www.otago.ac.nz/administration/otago029267.html#official\\_transcript](http://www.otago.ac.nz/administration/otago029267.html#official_transcript)



## Free Workshops & Coaching

for academic success.

Most (if not all) of these services are free, and many of are available via Zoom. It's important that if you register for an event and can no longer attend, you should contact the event organiser so your space can be taken by someone else.

### Goskills.com

Goskills.com is an online training resource for PC and Mac users covering a wide range of computer applications and some professional skills. Further topics are being added regularly.

IT Training in conjunction with GoSkills is offering free access for all University of Otago staff and students to this resource.

<https://corpapp.otago.ac.nz/training/its/course/2781/subject/online-self-study/>

### Personal Performance Coaching

Brian Johnson is the University of Otago Personal Performance Coach and can help you to:

- Identify and define specific goals
- Discover your strengths
- Explore all your personal and study options
- Develop action plans to achieve your goals

Brian's service is free and confidential - and he will use **Zoom** for his appointments for students from the Distance Campus!

Contact Brian or book an appointment now: <http://www.otago.ac.nz/graduate-research/people/otago513001.html>

**What examiners do: What thesis students should  
HEDC workshop (recording): know**

What do thesis examiners do as they read and judge a thesis? In this workshop we review the 11 main practices of thesis examiners, and, based on these, identify tips, strategies and advice for thesis students. What should thesis students do to write for their examiners? If you know your audience you can write a better thesis. A recording of this workshop is available at:

<http://www.otago.ac.nz/hedc/staff/supervise/index.html>

Reading to read before watching the video (you may need to login in to view them):

**What examiners do: What thesis students should**

**know:** [www.tandfonline.com/doi/full/10.1080/02602938.2013.859230](http://www.tandfonline.com/doi/full/10.1080/02602938.2013.859230)

**Advice for writing a thesis (based on what examiners do):**

[www.tandfonline.com/doi/full/10.1080/23265507.2017.1300862](http://www.tandfonline.com/doi/full/10.1080/23265507.2017.1300862)

## Graduate Research School workshops

The Graduate Research School runs a number of postgraduate workshops via Zoom so distance students can take part.

- For information about workshops in November and to **register**, see: <https://corpapp.otago.ac.nz/training/grs/course/date/2017/11/>



## Support for Students

Help is here when you need it!

Your first point of contact for academic matters should be your course coordinator or course administrator. See your course outline for contact information. Details of other contact information is available in the [2017 Distance Learning Information and Support Booklet](#).

Other contacts include:

### Student IT

Help from [Student IT](#) is available at the following times:

- Hours during semester:  
Mon - Fri: 8.30am - 9pm  
Sat - Sun: 9am - 9pm  
Hours outside semester are reduced to office hours.
- In person: Student IT desk in Central Library
- Chat: [Message us on Facebook](#)
- Email: [studentit@otago.ac.nz](mailto:studentit@otago.ac.nz)
- Website: <https://blogs.otago.ac.nz/studentit/>
- ITS Website: [otago.ac.nz/its](http://otago.ac.nz/its)

Remember to plan ahead and checking notices about upcoming down times and possible issues with IT systems you use. This may have an impact on your ability to upload assignments in time!

There is a StudentIT App for Android and iOS which will help you keep up to date with notices about the vital IT systems at the University. Download information is at the bottom of the [Student IT](#) page. (Please note: this does not include notices about Moodle)

### Student Learning Development

HEDC Student Learning Development (previously Student Learning Centre) provides free and confidential academic development to students studying at the University of Otago.

Personal consultations are available - see the website for more information.

Bookmark the Student Learning Development website now!  
<http://www.otago.ac.nz/hedc/students/index.html>

### **The Distance Learning Office**

The Distance Learning Office Administrator is available Monday to Thursday morning and Tuesday afternoon. Our aim is to respond to your emails and telephone voice messages within 24 hours. We may not have the answers but we will direct your inquiry to someone who does!

Email: Phone: 64 (0)3 479 4138

### **The University Information Centre**

All queries about your enrolment, exams, graduation, academic transcripts, key dates, course approval, change of course, study timetable and any administrative matters about your study at Otago should be directed to the University Information Centre.

University Information Centre  
PO Box 56,  
Dunedin 9054,  
New Zealand  
Chat via Phone: 0800 80 80 98 (Freephone NZ)  
Phone: 64 3 479 7000 (direct dial)  
Email: [university@otago.ac.nz](mailto:university@otago.ac.nz)

### **2017 Distance Learning Information & Support Booklet**

You will have been sent a hard copy, a PDF, or a link to the Information and Support Booklet by your course administrator. This support booklet provides you with useful information about dates, key contacts, communicating with the University, and much more.

- [http://www.otago.ac.nz/courses/distance\\_study/otago629346.pdf](http://www.otago.ac.nz/courses/distance_study/otago629346.pdf)
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