Welcome Postgrads!

THE BEST TIME FOR NEW BEGINNINGS IS NOW.

To the next chapter...
OUR MISSION:

“To equip you with the most meaningful skills required to be successful, independent learners during your time at Trinity”.

And long after you graduate
CRASH COURSE ON PG SUCCESS SKILLS

- Goal Setting
- Work/Life Balance
- Time Management
- Organisation
- Effective Reading Strategies
- Self-Regulation
- Overview of Services
What does SUCCESS mean to you?

Take a moment to think about what you would like to get out of your time at Trinity. What is success to you?

Is it:

- Good grades?
- A degree?
- Employability skills?
- New networks?
- A publication?
- Your dream career?
- Something else?
The Keys To Success

No matter what your individual goals are, you will need these three things to be successful in your Postgraduate experience:

Balance
Confidence
Control
WHEN ONE IS MISSING:
The First Key: **BALANCE**

So how do we achieve balance between our academic, work, home, and social life?

**Goals**

**Time Management**

**Organisation**
Set SMART Goals:

“By the end of this session, I will have presented PG students with 3 new tips for academic success.”
POP QUIZ:
Can You Guess Which Study Skill MOST PGs Struggle With?

Time Management
Where does the time go?
What works for you?

In pairs or small groups, talk amongst yourselves. What are your top tips for time management?
Effectively Manage Your TIME:

The Art of Prioritising

Urgency

High

Low

Importance

High

Low

High Priority
Focus and work on this immediately

Medium Priority
Schedule quality, uninterrupted time to complete this

Low Priority
Reschedule or assign someone else to complete this for you

No Priority
Do this later. Don’t worry about it for the moment

Brandmentalist
Time Management Continued...

- Prioritise
- Specificity
- Small bite-size pieces
- Use all available time
- Structure the environment
- Establish a routine
- Schedule
Chunk your time!

• Take a piece of paper (coloured if possible) and break it into two halves (e.g. morning and afternoon, afternoon and evening)
• Create time slots within your 2 halves
• Using post-it notes, write down all of your daily obligations (one task per note)
• Assign each sticky note to a time slot
• If a task is completed within the time frame it gets removed
• Unfinished sticky note tasks remain on the page and are moved into new timeslots accordingly

*Tip: If not completed by the end of the day, move it to a calendar so it is not forgotten
8:00 AM WAKE UP

BREAKFAST

Write 500 words for Class X essay

11:00 AM (BREAK)

Read x 2 articles for Globalisation Module

1:00 PM

LUNCH (1 hr)

2:00 PM

Create/Condense Globalisation Reading Notes into 2-page doc

3:00 PM (BREAK)

Read x 3 articles for Class Y

6:00 PM

GYM

7:30

DINNER
Create a SMART goal for each week (start early!)

During peak study times (exams, essays, dissertations, theses, etc.):
• Create a SMART goal for each day
The Second Key: **Control**

1. **Control over Content**
   - **Create**
     - Produce new or original work
     - Design, assemble, construct, conjecture, develop, formulate, author, investigate
   - **Evaluate**
     - Justify a stand or decision
     - Appraise, argue, defend, judge, select, support, value, critique, weigh
   - **Analyze**
     - Draw connections among ideas
     - Differentiate, organize, relate, compare, contrast, distinguish, examine, experiment, question, test
   - **Apply**
     - Use information in new situations
     - Execute, implement, solve, use, demonstrate, interpret, operate, schedule, sketch
   - **Understand**
     - Explain ideas or concepts
     - Classify, describe, discuss, explain, identify, locate, recognize, report, select, translate
   - **Remember**
     - Recall facts and basic concepts
     - Define, duplicate, list, memorize, repeat, state
Control Over Content:

Active, Deep Processing

- Discussion
- Visualisation
- Teaching someone/thing else
- Diagrams
- Making associations
- Asking questions
Effective Reading

- Determine purpose
- Scanning
- Ask questions
- Read critically
- SQ3R [Survey, Question, Read, Recite, Review]
Effective Note-Making

Highlight important points
Summarise key words
Index cards, concept maps, wall paper

Figure 1: An example of a partial concept map for flexibility showing how concepts and propositions are related.
SKILL, WILL AND SELF MANAGEMENT

Self Management

Active Learning

Academic Skills

Motivation
Simply put, life can sometimes get overwhelming...
Control Over Self

(often in life it’s the only thing we can control!)

• Concentration strategies
• Motivation strategies
• Coping strategies
The Third Key: CONFIDENCE

Attitude
– Positive mind set and language

Self-belief

Goals
Ask for Help (It’s Why We’re Here!)

Welcome to the Student Counselling Services

Being at university can bring up some predictable but also some unexpected problems. Don’t feel alone, you can #LeanOnUs
Can a Peer Supporter help me?

Peer Supporters are available for any student in the College who would like to talk to another student. They will listen impartially and without judgement to anything you want to say, and always abide strictly to our confidentiality policy. Click here to view our confidentiality policy.

Peer Support volunteers can have different roles depending on what you're looking for. Sometimes it's just a case of meeting for a coffee now and then. Sometimes a Peer Supporter can be there to help you with accessing online resources or attending society/social events. You might be looking for information or trying to navigate your way through something, or you may just want a space to vent. Let us know what you'd like and we'll find a Peer Supporter for you as soon as we can!

Click here to arrange a meeting with a Peer Supporter.

Occasionally a Peer Supporter may recognise that you're in need of a bit more assistance. That's nothing to worry about. Our volunteers are highly trained but they are not professionals, and part of their role involves helping you find the service that's most appropriate to your situation. Wherever possible they will talk you through the options available to you and support you in accessing the relevant service.
Student Learning Development is here to help you achieve your academic potential while studying in Trinity.

READ MORE ABOUT US
Martin joined the service in December 2014, as a Research Assistant in Student2Student. He has previously served terms as Vice-President and later President of TCD’s Graduate Students’ Union, where his focus was on graduate-student empowerment and skills acquisition. He developed the volunteer-recruitment strategy for the GSU’s class rep system, as well as steering student-supervisor partnership guidelines through College alongside the Dean of Graduate Studies, and developing the inaugural Postgraduate Week. Martin holds a BA from the National University of Ireland and an MPhil in modern Irish history from Trinity.

Martin’s preferred pronouns are He and His.

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WHAT WE OFFER POSTGRADS:

1. General Academic Workshops
2. Departmental Workshops
3. PhD Module (Hilary Term)
4. Postgrad ‘Summer school’
5. One-to-one Consultations
6. E-Learning Portal
GENERAL WORKSHOPS:

• PLANNING AND MANAGING YOUR PhD
• Approaches To Literature Reviewing
• Developing Critical Writing
• Stress Management
• Developing Arguments In Your Writing
• Time Management
• Overcoming Procrastination
• Critical Reading And Note-making
• Critical Thinking
ESSENTIAL STUDY SKILLS TOOLKIT

1. WRITING SKILLS
   • Critical Writing
   • Academic Writing at a Postgraduate Level
   • Thesis Writing

2. PRESENTATION SKILLS
   • Viva and Oral Defence
   • PG Presentations
   + Maths and Stats Volunteer!

3. GROUPWORK

4. LITERATURE REVIEWING

5. CRITICAL THINKING
The best part?

All of our services are **FREE** to all registered TCD and Marino Institute Students!
WHERE TO FIND US
Phoenix House 7-9 Leinster Street South, 3rd Floor

Visit our website at: http://student-learning.tcd.ie
Email us at student.learning@tcd.ie
Phone us on 01-8961407
Enrol on Blackboard module: Academic Skills for Successful Learning
GOOD LUCK!

#LeanOnUsTCD
Thank You