

Massey  
University

Your helpful guide  
to the next steps in  
your education!

THE MILFORD FOUNDATION  
BOOK OF

# HELPFUL STUFF



MILFORD  
FOUNDATION

INVESTING IN FUTURE GENERATIONS  
TE WHAKATŌ KĀKANO MŌ NGĀ REANGA HOU

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# Congratulations on receiving a 2025 Milford Foundation Scholarship.

You are the future of New Zealand. It is people like you, that will shape the way for young New Zealanders that follow. We are looking forward to supporting you on your journey through study and can't wait to get stuck in with you.

Since Milford began in 2003, it was always our desire to offer a helping hand to those in need. The Milford Foundation was born in 2020 and has been supporting initiatives that we believe will help strengthen the future of communities within Aotearoa New Zealand, creating opportunities for generations to follow.

We understand that Youth, Education and the Environment are the fundamentals for a sustainably positive New Zealand and it's for these reasons, that we are heavily investing in these three areas.



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# Remember, everyone else is feeling the same as you

Starting tertiary study is your first big step into adulthood, and there are many reasons why you may feel a little nervous or anxious to be there; large groups of new people, maybe a move to a bigger city, or moving away from family and friends for the first time. There are many reasons why you might feel a bit nervous about your first few weeks of tertiary study, and this is completely normal. One of the most important things to remember is that everyone else will be feeling the same way as you.

# Put yourself out there

There are so many great tertiary institutions in New Zealand that provide a wealth of opportunity for students, and there are many extracurricular activities, both related and unrelated to your study, that you can get involved in. If possible, try to get involved with some of these activities, whether it's a Hall sports day, joining a club, an orientation event, or a social gathering with other students. These are great ways to meet new people, start forming connections, and learn more about what you might be interested in while you are studying. At first these activities can seem difficult, and maybe not all of them will be right for you, but the things you do enjoy will be very beneficial throughout your time studying.

# Work hard, play hard



The first few weeks of study can often be quite full on, setting yourself up with new accommodation, familiarising yourself with a new location, and socialising with new people. Often social activities can leave you feeling exhausted physically and mentally, and with this you can lose track of where you are at study-wise. It is important to remember that while you may be having lots of fun outside of your study, the first few weeks of classes in your first year are crucial as this is where lecturers and tutors will be helping you understand how everything works and ensuring you are on the right track.







# StudyLink

You are beginning your Tertiary qualifications, signed up to your papers and potentially even organised where you will reside. The hard part is done. So don't let StudyLink and your student loan be more stressful than it needs to be. Before applying for StudyLink start by asking yourself a couple of questions.

What will I use this for?

What am I entitled to?

What will this loan mean once I finish study?

For most of the questions above, StudyLink's website is a very useful tool. It's just about navigating your way around it. Start with "How StudyLink works" and go from there.

## India Says

"My tip is not to leave this until the last minute, I did this in the first year of uni and it caused a lot of stress. I would recommend setting aside an admin day well before you start, just to iron out all the details. Start with what you are entitled to and then what you will need in order to apply. Often the application process will require you to have documents you wouldn't necessarily have on you. So, it's good to start getting all your ducks in a row early on. This means it's not a mad rush at the end."







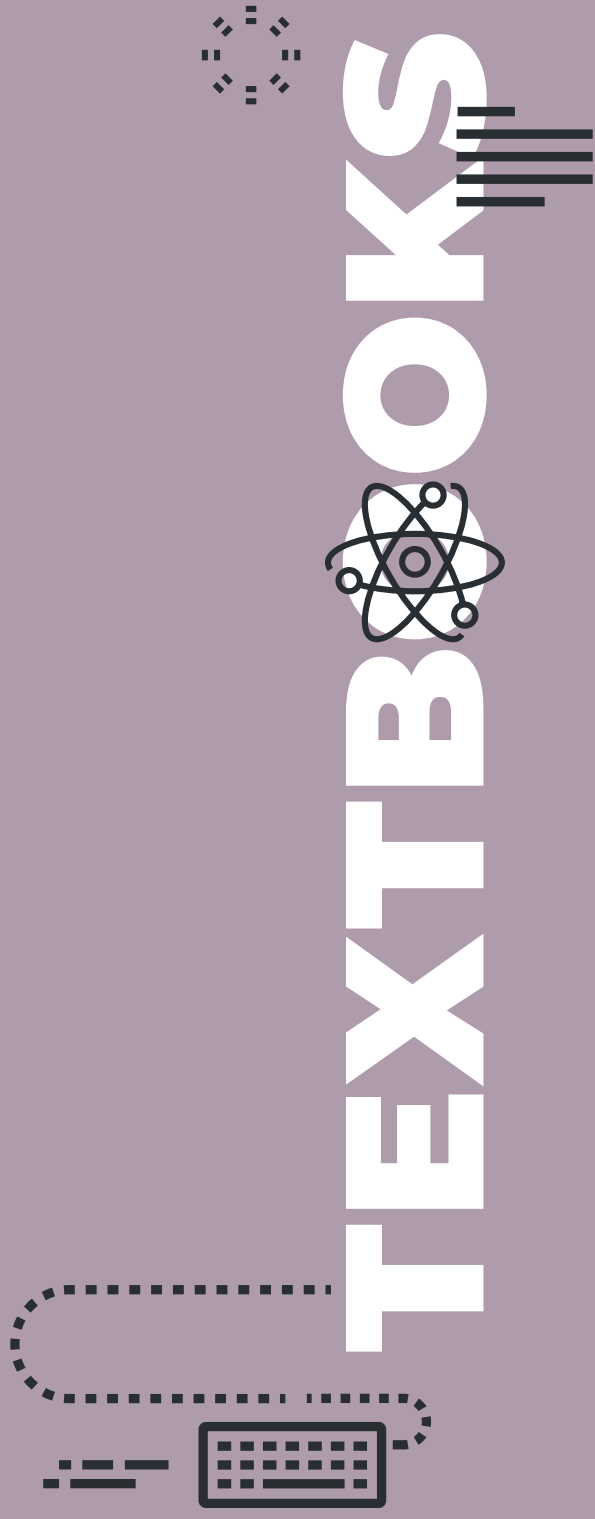
# Budgeting

Budgeting is an incredibly useful tool when you are a student. This tool will not just help you through your study, but also in creating financially healthy habits for life. We have broken this down into 5 money smart decisions for students.

1. Work out how much you need each week for the basics and leave that untouched. There is nothing worse than having a big blow out only to eat plain rice and tuna for the next 8 meals.
2. Ask yourself “Where are the best deals and how can I utilise them?” Often there will be a farmers market in close proximity to where you are living. Farmers markets are a great place to get fresh produce at a reasonable rate.
3. Another great trick is looking at what discounts you can get with your student ID. There are often a lot of student deals for things like books, gyms, drinks and so on. Make sure to take full advantage.
4. When you can, prepare your own food. Things like eating out and ordering in tend to chew through your budget.
5. If you decide to, or need to, do some part-time work, make sure your KiwiSaver is set up. Every little bit helps, and you will thank yourself down the track!



There are also lots of resources out there that can provide budgeting advice and services, but be careful who you choose to listen to – especially on social media. There are a lot of unqualified “Money Gurus” that could give you misinformation. Don’t let this stop you though, tertiary education is not just about what you’re studying but other skills that will help you “Adult” further on down the track.



# TEXTBOOKS



# Where to Begin?

Buying textbooks is something most students have to do, no matter how much they may want to avoid the cost. However, there are ways to minimise the impact on your wallet!

## Check with your tertiary education provider before using your wallet!

It is important to check (and double check!) what books you need for your upcoming semester. Sometimes the books you need are updated with a newer version, or changes in the curriculum mean the list changes closer to the semester start date.

### Tip

Look at the textbook requirements for a paper/course 2-3 weeks before the start date so you can be sure you are looking at the most current information.





## eBooks

eBooks are usually cheaper than paper-based textbooks and can be a great alternative to lugging around a pile of books.

Some universities and tertiary institutions may provide you with electronic PDF versions of readings you need to complete a paper or course. This is more common if the paper/course is only going to refer to a few chapters of a particular textbook.



### Shanee says

“eBooks are great as you can use the ‘find’ function to locate certain key words and subjects, however, reading on a backlit screen can be straining on your eyes. If reading on a backlit screen is something you struggle with, you can always print out some chapters to minimise screen time.”







## Utilising the Library

Libraries sometimes carry copies of textbooks which you can take to printing services and make copies of relevant chapters you need. Get in quick to utilise this option, as many students request to borrow these books.

## Purchasing New

Sometimes purchasing brand new textbooks cannot be avoided. Lecturers may update the textbook they use, or sometimes you just cannot find a second-hand alternative.

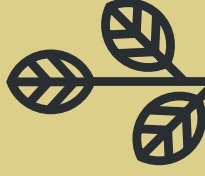
It is important to shop around if you are looking to save money. Sites like The Nile are usually a lot cheaper than bookstores located on campus or other NZ textbook stores, however, you do need to be organised and order ASAP to ensure it reaches you in time for the start of semester.

## Purchasing and Selling Second-Hand

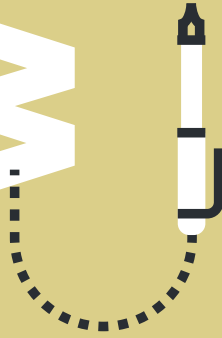
Sites like Facebook Marketplace and Trade Me are a great way of finding second-hand textbooks. You can also use these same sites to sell your textbooks once you have passed that paper/course. This is a great way to make some money back!

THE BEAUTIFUL THING ABOUT  
LEARNING  
IS THAT  
NO ONE CAN  
TAKE IT  
FROM YOU.

- B.B. KING



# GETTING FAMILIAR WITH APPS \*





# Getting Familiar with Apps

How you like to learn and take in information will have a great impact on what types of apps and programs will aid you on your education journey. But there are a few common universal apps and helpful programs that we wanted to share with you.







## Microsoft Office 365

Microsoft Office encompasses several apps that are worthwhile for students. Word, Excel, and PowerPoint will become staples for all students when completing assignments. Outlook and Teams are a great way to keep your calendar and emails organised and connect with other students for group assignments.

Most tertiary institutions offer Microsoft Office to students for FREE!

## OneNote

Microsoft OneNote is a great note-taking program! You can create multiple notebooks, which you can organise with different tabs and sections. OneNote works well on computers as well as tablets.

Not only does it allow you to keep your notes tidy, but you can also copy in any diagrams, pictures, graphs and link in PDFs and Excel spreadsheets.

## Google Drive/OneDrive

Every student needs to get into the habit of backing up their files! You do not want to run into the issue of losing your assignment files right before they are due!

Google Drive and Microsoft's OneDrive are both great solutions to back up your documents. Having your documents saved to a cloud storage means you can access them from any computer that has access to the internet!



### Shanee says

"Throughout uni I continued to use OneDrive to back up my files. Once connected and set up (I chose to back up my full documents folder) you can turn on the Auto-Save option which will save your document periodically!"



## Grammarly

[www.grammarly.com](https://www.grammarly.com)

Grammarly has a free service which you can use to help highlight grammatical and sentence structure errors within your written assignments. Using Grammarly gives you extra confidence when handing in your assignment.

Grammarly also offers a Google Chrome browser extension you can install.

## Canva

[www.canva.com](https://www.canva.com)

While assignments are generally about what you have written, sometimes you are marked on visual aesthetics and layout. Canva is a great tool for this.

Canva is a free tool that has different templates for multiple types of media creation. It uses royalty-free images and allows you to seamlessly bring visual layouts to life. You can download your image/page layouts as multiple different file types and use them as you need in Microsoft Word or PowerPoint.



# STEVE JOBS

"Your work is going to fill a large part of your life, and the only way to be truly satisfied is to do what you believe is great work. And the only way to do great work is to love what you do. If you haven't found it yet, keep looking. Don't settle. As with all matters of the heart, you'll know when you find it."

# TIME TANGENT



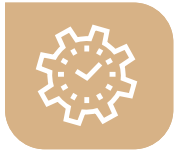


# Time Management & Assignment Planning

Amid the events around campus, social clubs to take part in, and great adventures that lie ahead, it is important to try and keep in the forefront of your mind that a lot more independent work will be required from you at tertiary level.

To ensure you're getting the full/best study experience, it is vital you are able to manage your tasks and time. Having a strong system from the get-go will prevent you from falling behind.





# Time Management

Making full utilisation of the calendar on your phone is probably the best way to schedule your time.

“Our minds are meant for having ideas, not holding them,” says author David Allen. Start by immediately recording any tasks or deadlines, then once you have everything consolidated, structure or time block your days based on the priority of what needs to be done.

The key is to remain flexible. Being a student means there will be plenty of impromptus and at the end of the day, we’re all human. Understand that your days are constantly changing, but a flexible system should allow you to rearrange your schedule on the go and be able to swiftly pick things up from where they were left off. Most tertiary institutions offer an online timetable planning tool. Check their website for details.

## Michael says

“The psychology of deadlines is an interesting one. Though intended to be a tool used to promote urgency, long deadlines are often treated as permission to postpone the completion of a task. So what can you do to ensure you aren’t sacrificing quality for speed at the 11th hour? I like to create a timeline and set mini-deadlines or checkpoints leading up to the actual deadline. You want to structure and plan your time in such a way that ensures you’re done with the task before the actual deadline.”







# Assignment Planning

Now that you've scheduled the time in your calendar to start working on your assignment, how do you begin? Below is a rough guide but feel free to adjust and make it your own.

Step  
**1**

## Brainstorm and Break Down the Question

Before picking up your pen or pushing your first keystroke, understand the task fully! Jot down any initial ideas that come to mind or knowledge gaps that you need to research.

Step  
**2**

## Research and Read

Turn to your course material and the university resources to identify relevant points and spot recurring themes. Compile the information and start loosely sorting them into applicable segments.

Step  
**3**

## Design and Develop a Draft

Now is when we start piecing together the information we have collected and form an initial draft. Connect noticeable themes and paraphrase, never plagiarise.

Step  
**4**

## Edit and Improve

Revise your draft and see if it can be improved. Does it answer all the questions set out in the assignment? Are the points well-structured and flow nicely? Are you sticking to the word limit?

Step  
**5**

## Proofread and Format

Final checks on spelling, grammar, and punctuation. Ensure that the proper citation and referencing format is used.

Step  
**6**

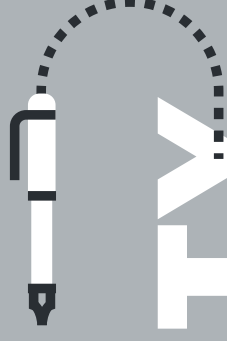
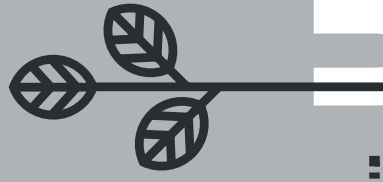
## Submit

Try not to leave it to the latest possible second! There's nothing worse if your computer crashes or internet goes down.

"THE TRAGEDY IN OUR LIVES  
IS NOT THAT WE  
SET OUR GOALS  
SO HIGH  
WE SOMETIMES  
FALL SHORT.  
IT'S THAT WE KEEP SETTING  
OUR GOALS SO LOW SO THAT  
WE ALWAYS  
REACH THEM."

- LEONARDO DA VINCI.





**UNIVERSITY**



**RESOURCES/**



**WORKSHOPS**

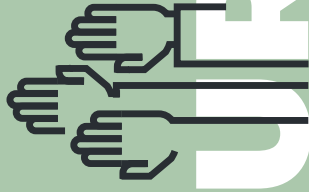


# Tertiary Resources/ Workshops – referencing, writing, EndNote

When studying in New Zealand, we are so lucky that institutions make such an effort to support students and provide useful resources. When starting study, it is great to get an understanding of what is available to support you. Below are some useful ideas that we think will be able to really help you.

Firstly, make the most of your tutors, they are there to help you succeed. They have been in your shoes trying to navigate their way through the first few years of study, and are always great to talk to when you have questions. When it comes to assignments or exam time, often your tutors won't tell you exactly what to write, however they are always a great help when it comes to formatting or structuring an essay, helping clarify expectations, or better understand an assignment question. Each tertiary institution has its own referencing style and this will be explained to you before your first assignment. EndNote reference manager is a helpful tool as a general guide.

**ALWAYS BE KIND TO YOURSELF**  
**ALWAYS TAKE CARE OF YOURSELF**  
**ALWAYS SPEAK GOOD TO YOURSELF**  
**ALWAYS COUNT YOUR BLESSINGS**  
**ALWAYS TREAT YOURSELF WELL**  
**ALWAYS RESPECT YOURSELF**  
**ALWAYS APPRECIATE YOURSELF**  
**ALWAYS VALUE YOURSELF**  
**ALWAYS BE THERE FOR YOURSELF**  
**ALWAYS BE HAPPY WITH YOURSELF**  
**ALWAYS THINK GOOD THOUGHTS**  
**ALWAYS BETTER YOURSELF**



# PLAN YOUR QUALIFICATION





# Plan your qualification

## Choosing Your Degree/Diploma

Think about what you want to study and look into whether your tertiary provider has any school pre-requisites for a particular degree. You will be able to select one or more majors within your chosen degree/diploma. For example, someone who studies a Bachelor of Commerce will select one or two majors from the wide range offered in New Zealand.

It is most likely your first year will consist of 'core' papers. These are papers that everyone in your cohort will have to complete in order to progress to the next stage of their studies. Core papers give a great taste of all majors that the degree encompasses and offer a basic introduction to those subjects. It's also completely normal to change your mind if you find that you are interested in another course after your first year. It's important to find what is right for you, keep a growth mindset.

## Look Ahead & Plan

Have a look at what the completion requirements of your chosen majors are, there will be specific papers you will need to take in order to complete the course. For example, students who study International Business may be required to sit at least one entry-level language paper during their time at university.

Have a look at each of the papers you plan to take in the year, and when they are offered. Some papers may only be offered in one semester, some may be offered in both. Some may even be offered over the summer if you wish to do them.

Don't overbook your timetable! Four papers per semester are recommended, any more than this and you may struggle to meet your deadlines. Most papers will have two lectures a week, plus a tutorial or a laboratory session, depending on your area of study. You will need to allow enough time for at least two or three classes a week per paper.



## Make Use of Tertiary Resources

If you need assistance enrolling or structuring your degree, all tertiary institutions will have a team dedicated to providing course advice, and managing your timetable. Similar tools and resources will also be available online in your tertiary provider's Student Portal.

## Your Qualification

### Alex says

"Your majors will not necessarily dictate your career. I studied Marketing and International Business, but my overall qualification in Commerce helped me find a job in the finance and investment services industry. It is important to remember that university will teach you about much more than just your degree – you will develop strong social, networking and team working skills too which are invaluable in the professional world."







# Starting at Massey

At Massey in Palmerston North, there are Orientation events starting from 14 February 2025.

## Orientation

Orientation helps new students get to know each other, the university environment, understand what to expect and perhaps even make friends before classes start.

During Orientation, you'll find out important academic information, learn about the support services available and meet other new students by participating in fun activities. It's a great way for you to find your way around campus and ensure that by the time classes start, you're ready to get going.

There are also chances to win prizes and get free kai! Attendance is voluntary for most activities – but we strongly recommend you attend your pōwhiri, academic qualification welcome, a Massey 101 session and go on a campus tour.

<https://events.massey.ac.nz/orientation/on-campus-orientation/manawatu-campus-orientation/>





# Top Tips for starting at Massey

## Say hi to the people next to you in lectures

Chances are they're feeling exactly like you and will respond to a friendly face. You don't have to end up best buds but maybe you'll share notes one day or grab a coffee after class.

## Get familiar with online tools

Knowing your way around Zoom and being familiar with online etiquette will be quite handy in the event things change. Check out our resources to ace those video calls in no time!

## Check back regularly on Stream

Stream is Massey's web-based learning environment where you'll find important information, course outlines, readings, announcements from lecturers and required textbooks. You can use Stream to take part in classes and tutorials online, access course activities and materials, submit your assignments, ask your lecturer questions and share ideas with other students.

## Student support

Massey's student services teams provide support for a range of needs. This includes, but isn't limited to, financial, academic, wellbeing and adaptive technology support. Check out: <https://www.massey.ac.nz/student-life/services-and-support-for-students/>

## Massey App

Make the most of your time at Massey by downloading the Massey App. It includes your Orientation check list, news, events, connecting with peers, booking system and Massey videos.

## Buying textbooks

There are a few places to buy and borrow course-related textbooks: The Massey library (free), Facebook and TradeMe.

## Getting around

There are lots of online campus maps and guides to help you find your way and settle in quickly:

<https://www.massey.ac.nz/student-life/campus-guides-maps/manawat%C5%AB-campus-guide-maps/>

## Find out about IT services and support

Get familiar with the IT services and support on campus so you know what to do if you need to print or find out how to access lecture recordings. Did you know you're eligible to receive Microsoft Office 365 for free?

## Two words: tactical snacks

Uni days can be long – don't get hangry. If you want a quick bite, you can find something on campus.

### Top Tip from a previous Milford Foundation Scholarship Student

"Get to Orientation and pay attention! You'll find out heaps of good stuff to get you started."



# Transport Tips

## Buses

Buses are cheap, frequent and convenient. You can use buses for free with Palmerston North City, and to travel to and from the campus, by using a Bee Card. (This service is partially funded by Massey University parking revenue and the Horizons Regional District Council.) Your first Bee Card is free, get yours from Campus Operations (Security and Traffic office), located in the Ecology Building on the corner of Orchard Road and University Avenue. You must have a confirmation of enrolment and be studying on the Manawatū campus to be eligible for the Massey concession. This includes distance learning students who have contact workshops on the Manawatū campus.

## Car Parking

Paid casual parking is available from Monday to Friday: at Orchard Road car park, by the Courtyard Complex, the Māori Studies building, behind the Library, or by the Sport and Recreation Centre. These car parks are free on weekends and public holidays. Coupon parking is available on University Avenue. You can buy parking coupons from the Campus Operations Service Desk. They can also be used for the Pay and Display car parks, excluding those behind the Library. You can park for free in reserved and numbered parking areas on weekends and public holidays, and after 4.30pm on weekdays. Anyone can park in the reserved and numbered parks at no cost. Only parking permit holders can park there on Monday to Friday between 7.30am to 4.30pm.

## Bicycles, scooters and motorbikes

You can ride motorbikes and scooters on University Avenue and the campus roads outside the ring road, but you are not allowed to on the streets or paths inside the ring road. Parking is provided for bicycles, scooters and motorcycles across campus.

## Join the gym

There are a range of memberships available at Massey Sport & Fitness Centre. Full membership gives you access to the gym, sport and recreation centre, and LES MILLS group fitness classes.



# Best Places to Eat on/near Campus

## The Dining Hall

Students staying in Massey university halls can have their meals in the Dining Hall.

Location: Student Centre, main concourse

Hours: Monday to Friday, 7am to 7pm

Saturday and Sunday, 8am to 7pm

## Wharerata historic homestead

Café food and menu available Monday to Friday.

Location: Opposite the Social Sciences Tower

Hours: Monday to Friday 8.30am to 2.30pm

Website: [www.wharerata.co.nz](http://www.wharerata.co.nz)

## Little Savanna

International steak house. 45-47 Princess Street.

## Pho Nem Hanoi Home Cooking

Vietnamese. 68 The Square.

## Barista

European cafe. 59 George Street.

## Cafe Cuba

European Cafe. 236 Cuba Street.

## Haru Japanese Restaurant

Japanese, sushi. 19 Broadway Avenue.

YOU HAVE BRAINS  
IN YOUR HEAD.  
YOU HAVE FEET  
IN YOUR SHOES.  
YOU CAN STEER YOURSELF  
IN ANY DIRECTION  
YOU CHOOSE.

- DR. SEUSS



# WELLNESS RESOURCES/SOCIAL CLUBS





# Wellness Resources/ Social Clubs

## Wellness Resources

### Student Services

Tertiary education can feel like the first taste of being in the big bad world by yourself and means you need to take your health into your own hands. Mentally and physically. Most tertiary institutions will have “student services/levies” built into their fee structure. This means that some services will be covered through your tertiary institution off the back of your total fee. Listed below are a few examples:

- Counselling Services
- Health Services
- Career Support, Advice and Information
- Financial Support and Advice

Make sure you utilise these resources where and when required, many of the professionals working at the above facilities are well versed in everything “student” related. There will be nothing they haven’t seen or heard. They are a great place to go if you need extra support, someone to talk to or help with your degree. Sometimes things come up in life that you can’t control, lecturers understand that sort of thing and are generally very accommodating.



## Student Communities

Tertiary education is a place to find yourself, and meet other like-minded people. There is a large selection of groups you can join which I have listed below, they are just some of the groups available:

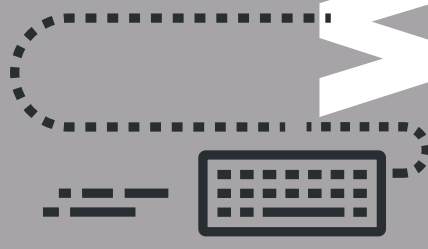
- Pasifika Hub
- Māori Hub
- Rainbow Students
- Refugee Background
- Students with Disabilities

These groups are a great way to get support and guidance if needed, or just a way to make new friends. Most places will also have some sort of student blog or student newspaper. These publications are a great way to keep up-to-date with the latest news. It can also be a great way to find events that you may find interesting.





### Charlie Says

“One piece of advice I would give to someone starting university would be to have a thorough look into the various clubs and societies that are on offer. Whether you are an avid chess player, keen adventure racer or looking for a weekly yoga class, all universities in New Zealand have an extensive list of different clubs that are waiting to be taken advantage of. Clubs & societies tend to attract significant funding from the University Students Association, so there are always great resources available as part of these groups. It also provides a valuable opportunity to meet a different bunch of people that you may not have been introduced to in your academic classes and/or social settings around uni.”



# WELL-ROUNDED LIFE







# Well-Rounded Life – Diet, Exercise

Taking care of your mental and physical health is essential to ensure you can both enjoy your tertiary experience and achieve academic success.

## Mental Health

Most importantly, it is okay if you find yourself struggling at any stage with your mental wellbeing. Asking for help isn't shameful and you deserve to feel well, safe and supported. In addition to various helplines, your student centre and student medical centre will both have resources available to help you out of a tough patch. They can help you find someone to talk to in a professional capacity, find additional resources or peer support groups on campus, and even apply for accommodations on your course load if necessary. Remember, you are not alone, and help is always available.





## National Helplines

**Whatsup** – 0800 942 8787

**Need to Talk?** (24 hours, 7 days) – Free txt or call 1737

**Alcohol & Drugs Helpline** – 0800 787 797

**Youthline** (Under 25s) – 0800 376 633 txt 234

**Lifeline** – 0800 543 354

**Parenthelp** – 0800 568 856

**Depression/Mental Health** – 0800 111 757 txt 4202

**Family Violence Line** (9am-11pm) – 0800 456 450

**Shine** (Domestic Violence) – 0508 744 633

**Gambling Helpline** – 0800 654 655

**Pregnancy Help** (Mon-Fri) – 09 373 2599

**Healthline** (Medical) – 0800 611 116

**Citizen Advice Bureau** (Mon-Fri) – 0800 367 222

## Mental Health Boosters

Our mental and physical well being goes hand in hand. Sometimes doing something physical is just what we need to give our mental health a boost. Simple things like the following can help:

- Take a shower and change into some clean clothes.
- Take a walk outside and get some fresh air and sunshine.
- Give meditation or breathwork a go. There are plenty of free YouTube videos or apps that will guide you through various exercises or styles. Try searching for 'body scan meditation', 'visualisation meditation', '4,5,6 breathing', or 'alternative nostril breathing' to find a technique that resonates with you.



## Physical Wellbeing – Top Tips for Students

### Try Any:

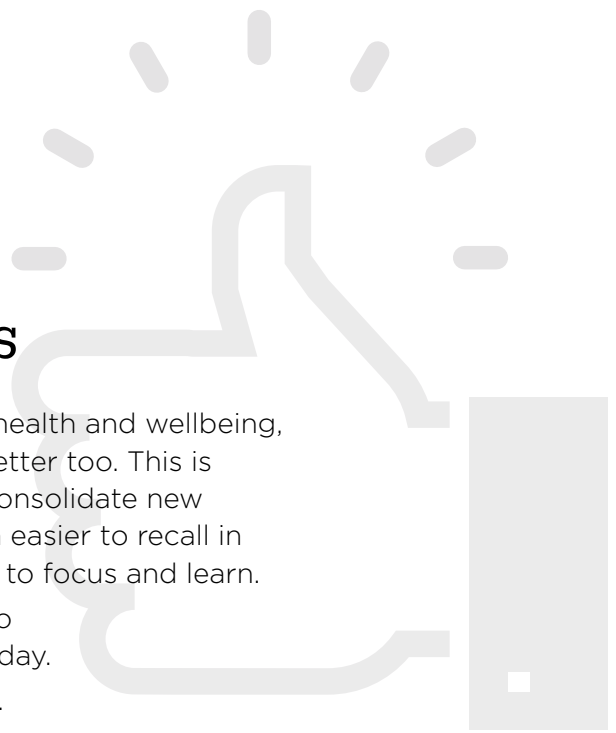
- Enjoy a variety of nutritious foods every day. We can't get all our nutritional needs from any one source, so make sure you eat a good mix of fruit, vegetables, whole grains, lean proteins, and healthy fats across your diet.
- It might be tempting to resort to energy drinks and junk foods to fuel late night study sessions but there are better snack options that won't disrupt your sleep.
  - Veggies with hummus
  - Apples with nut butter
  - Dried fruit and nuts
- Avoid sitting for long periods, take regular study breaks and get up and move around during them. Maybe you could have a mini-dance-party-break to keep yourself active during long study sessions. It's as easy as putting on one of your favourite songs and dancing.
- The Ministry of Health recommends adults do at minimum 2 ½ hours of moderate or 1 ¼ hours of vigorous physical activity spread throughout the week. However, there are more health benefits if you break this up into smaller amounts during the week than trying to do it all on one day.
  - Walk or bike around campus
  - Take the stairs rather than lifts if/when you can
  - Join the uni gym or social sports teams, which is a great way to make friends too



## Physical Wellbeing – Top Tips for Students

Sleep is not only important for your physical health and wellbeing, but quality sleep helps you learn and study better too. This is because whilst we sleep, our brains work to consolidate new memories or learning, making the information easier to recall in the future. Poor sleep also affects your ability to focus and learn.

- Try to keep a regular sleep routine, going to bed and waking up at the same time each day.
- Spend some time in natural light every day.
- Avoid bright screens immediately before bed (that means tv, computers and phones).
- Keep your room cool, dark and quiet.

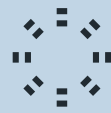


### **Malaika says**

“I highly recommend getting yourself an eye mask and ear plugs if you share your space with roommates. They are an inexpensive way to look after yourself by blocking out excess light and noise to ensure you get a good quality sleep each night.”



# NOTE TAKING





# Note Taking – Type of Learner – Study Space

## Studying

Studying is arguably the most important part of your tertiary study, but can easily become the most dreaded if you don't have systems in place that work for you. For some students, there is nothing worse than sitting down to write page after page of meticulous notes and for others, it's the only way they'll remember the course content. There are three main things to consider as part of your studies:

1. **Learning Type** – it is important to understand how you learn; if you're a visual learner, downloading the lecture slides and making cue cards may be the way to go. If you're a crammer, you might listen to all the lectures again on 2x speed the week before the exam. There is no right or wrong, so maybe use the first couple of weeks to trial different styles and see what resonates with you.
2. **Note Taking** – this follows on from part one and understanding how you learn best. Some people write in shorthand and use mnemonics to help consolidate their notes, while others might prefer to collect all the past papers and marking schedules to highlight and scrawl notes on. We live in a great digital age where almost everything is recorded, so there's a good chance if you miss something the first time around, you can go back and listen to it again.
3. **Study Space** – tertiary institutions are very social places and this can be to your educational advantage. You may not have understood how the lecturer explained something or maybe you were off sick and the lecture wasn't recorded, there's bound to be someone in your class or tutorial that you can meet up with and exchange notes. When it comes to assignments and exams, you'll definitely need a quiet space whether that's in your room with earplugs or designated study spaces on campus.

Again, there's no one method that works for everyone so try a little bit of everything until you find something that works.

NEVER BE ORDINARY. NEVER BE MEDIOCRE.

**BE A WOLF.**

ACTUALLY NO - BE A LION.

**BE YOURSELF  
SET GOALS.**

THEN SMASH THEM INFACT,  
**DESTROY THEM.**

**BE A STRONGER  
VERSION OF YOU.**

SHOW PEOPLE WHO YOU ARE.

NEVER APOLOGISE FOR BEING AWESOME.

BECAUSE YOU ARE AWESOME

**GO GET 'EM  
YOU'VE GOT THIS!**



# YOUTH EDUCATION ENVIRONMENT



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