



The  
Learning  
Centre

**SUMMER 2025**

**THE LEARNING CENTRES PRESENTS**

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# **Your Guide to Learning Services and Workshops**

The Learning Centres is proud to offer this comprehensive listing of services and workshops for KPU students.

The services outlined in this booklet are **FREE** for all KPU students.



The KPU VISION 2026 Academic Plan declares a commitment to enhancing student success, advancing teaching practices, and supporting international student success and retention. The Learning Centre works to further these goals by providing wide-ranging learning and support services. These services promote academic and digital literacy by means of diverse teaching practices, including live and independent online workshops. The collaborative spaces of the Learning Centres also facilitate high levels of international student engagement, due in part to their effective support services and rewarding work opportunities.

## Feedback

Your comments about, and suggestions for, the Learning Services Workshop Guide are welcome. Please feel free to provide feedback via email to:

**tlconline@kpu.ca**

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# TLC Services



## LEARNING STRATEGIST CONSULTATIONS

Learning Strategists are available on all campuses and offer students an opportunity to:

- » Develop a personalized learning profile and study plan for academic success
- » Learn more about individual strengths and weaknesses
- » Improve note-taking skills to allow for better retention of information
- » Develop time management and organizational skills
- » Learn how to cope with distractions and improve concentration
- » Learn strategies to remember many facts and formulas
- » Find ways to increase processing speed and memory capacity
- » Increase academic vocabulary
- » Develop strategies for working with sequences and visual patterns
- » Learn how to stay motivated and focused
- » Develop better test taking strategies
- » Learn how to reduce test anxiety
- » Become a more efficient reader and/or writer
- » Learn how to self-advocate and seek helpful resources at KPU

Learning Strategists also consult with academic faculty to provide assistance in learning approaches or strategies for working with a broad range of students. Working with the Learning Centre staff and tutors, they also offer workshops on request or as part of the Learning Centre programs designed to promote learning excellence. Learning Strategists work as partners and can help in the planning, implementation and delivery of certain aspects of courses including curriculum development. To book an appointment with a Learning Strategist, please visit [tlc.kpu.ca](https://tlc.kpu.ca).

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## ACADEMIC SKILLS DEVELOPMENT

Check out our programs for students success. Access self-help resources such as learning aids, interactive workshops, and videos that provide guidance and instruction on a range of academic skills. Additionally, our workshops led by faculty, staff, and tutors are outlined in this booklet.

## PEER TUTORING

Peer tutors are highly trained KPU students who provide a wide range of subject area tutoring and writing support across the disciplines. You can book a face-to-face or online appointment at [tlc.kpu.ca](https://tlc.kpu.ca).

Tutors are available at all campuses and can provide support for the following:

Accounting	Entertainment Arts	Marketing
Anthropology	Entrepreneurial Leadership	Mathematics
Astronomy	Fashion	Music
Biology	Fine Arts Digital Media	Philosophy
Business	French	Physics
Business Math	Geography	Political Science
Business Statistics	History	Psychology
Chemistry	Horticulture	Reading
Communications	Human Anatomy	Sociology
Computer Information Systems	Human Resources Management	Spanish
Computer Science	Interior Design	Statistics
Computer-Aided Design	Japanese	Study Skills
Criminology	Learning Strategies	Traditional Chinese Medicine
Economics	Legal Administrative Studies	Design
English	Linguistics	Writing
English as a Second Language	Mahara	
English Writing	Mandarin	

## WE'RE CONNECTED!

### Faculty support at the Learning Centres

Each semester, the English Department and the Faculty of Academic and Career Preparation offers the service of faculty instructors who train and mentor our writing tutors, as well as tutor students directly at the Learning Centres.

The Mathematics Department also supports Math development at the Learning Centres by providing various math instructors who work with our tutors and assist students seeking help.

### Office Hours at the Learning Centres

The Learning Centres welcome faculty who wish to host office hours to assist their students. Instructors from our seven Faculties can be found in various Learning Centres across campuses, supporting students and tutors.

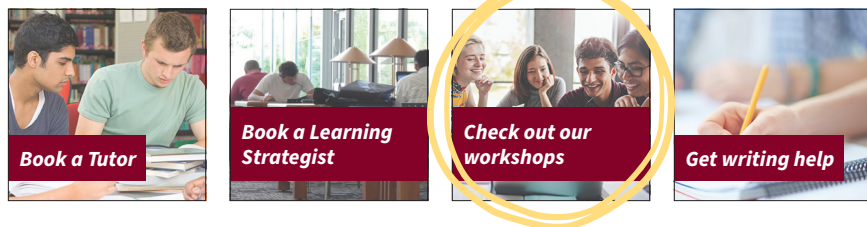
If you are an instructor who wishes to offer office hours in our flexible and supportive environment, please feel free to contact your local Learning Centre.

# How to Register for a Workshop

To register for an Academic Skills Workshop, please follow the steps below:

**STEP 1** Go to [kpu.ca/learningcentres](https://kpu.ca/learningcentres) to sign up

**STEP 2** Select **Check Out Our Workshops** on the main page



**STEP 3** Click to **view upcoming workshops**

 To see our upcoming workshops, **Click here.** 

 To request a workshop, **Click here.**

**STEP 4** Click on the desired **workshop to register** 

# Academic Skills Workshops

**SUMMER 2025**

To view and register for workshops, visit

➤ [kpu.ca/learningcentres/upcoming-workshops](https://kpu.ca/learningcentres/upcoming-workshops)



Date	Time	Workshop Title
Mon, May 12	11:00 – 12:00 pm	Welcome Week: Your First 13 Weeks
Tue, May 13	12:00 - 1:00 pm	Welcome Week: Learning Strategies for Working Students
Tue, May 13	1:00 - 2:00 pm	Conversations and Connections: Group Discussion Skills for Multilingual Learners (Surrey)
Wed, May 14	4:30 - 5:30 pm	Plan Your Semester
Wed, May 14	2:00- 3:00 pm	Welcome Week: Time Management Strategies
Thu, May 15	1:00 - 2:00 pm	Conversations and Connections: Group Discussion Skills for Multilingual Learners (Richmond)
Thu, May 15	1:00 - 2:00 pm	ELST: Developing Reading Skills
Fri, May 16	1:00 - 2:00 pm	Pebble Pad Basics
Fri, May 16	1:00 - 2:00 pm	ELST: Improving Sentence Structure
Tue, May 20	1:00 - 2:00 pm	Conversations and Connections: Group Discussion Skills for Multilingual Learners (Surrey)
Wed, May 21	11:00 – 12:00 pm	Learning to Learn Online
Wed, May 21	1:00 - 2:00 pm	Quote, Paraphrase and Summarize (Writing More Effective Paraphrasing)
Thu, May 22	10:00- 11:00 am	Conversations and Connections: Group Discussion Skills for Multilingual Learners (Richmond)



Date	Time	Workshop Title
Thu, May 22	4:00- 5:00 pm	Excel: Basic Skills for University Students
Thu, May 22	4:00- 5:30 pm	Writing in Biology
Thu, May 22	11:00 –12:00 pm	Developing Reading Skills
Fri, May 23	12:00- 1:00 pm	Writing and Editing Your E-Portfolio
Fri, May 23	4:00 – 5:00 pm	Excel: Intermediate Skills for University Students
Sun, May 25	5:00 – 6:00 pm	Pebble Pad Basics
Mon, May 26	10:00 – 11:00 am	Master Your Memory
Wed, May 28	11:00 – 12:00 pm	Say “No” To Procrastination
Wed, May 28	2:00 – 3:00 pm	ELST: Pronunciation for Clear Speech
Thu, May 29	12:00 – 1:00 pm	Team Processes & Progress
Thu, May 29	1:00 – 2:00 pm	Conversations and Connections: Group Discussion Skills for Multilingual Learners (Richmond)
Fri, May 30	11:00 – 12:00 pm	Quote, Paraphrase and Summarize (Writing More Effective Paraphrasing)
Fri, May 30	4:00 – 5:00 pm	Word: Formatting Your Assignment
Mon, Jun 2	12:00 – 1:00 pm	Effective Presentation Skills
Tue, Jun 3	11:00 – 1:00 pm	Write It Out: Find Your Writing Voice
Tue, Jun 3	1:00 – 2:00 pm	Conversations and Connections: Group Discussion Skills for Multilingual Learners (Surrey)
Wed, Jun 4	5:00 – 6:00 pm	Pebble Pad Basics
Thu, Jun 5	10:00 – 11:30 am	Writing in Biology
Fri, Jun 6	12:00- 1:00 pm	Write In Your Own Words
Mon, Jun 9	1:00 – 2:00 pm	Conversations and Connections: Group Discussion Skills for Multilingual Learners (Richmond)
Tue, Jun 10	1:00 – 2:00 pm	Conversations and Connections: Group Discussion Skills for Multilingual Learners (Surrey)
Tue, Jun 10	1:00 – 2:00 pm	Writing and Editing Your E-Portfolio

Date	Time	Workshop Title
Wed, Jun 11	10:00 – 11:00 am	Apply Assignment Feedback to Improve Your Marks
Thu, Jun 12	5:00 – 6:00 pm	Learning From Mistakes
Fri, Jun 13	11:00 – 12:00 pm	ELST: Presentation Skills for Multilingual Speakers
Fri, Jun 13	2:00 – 3:00 pm	Enhancing Your Study Skills with Learning Approaches
Mon, Jun 16	12:00 – 1:00 pm	Balancing Life and Learning
Mon, Jun 16	1:00 – 2:00 pm	Conversations and Connections: Group Discussion Skills for Multilingual Learners (Richmond)
Mon, Jun 16	3:00 – 4:00 pm	ELST: Making Your Writing More Concise
Tue, Jun 17	1:00 – 2:00 pm	Conversations and Connections: Group Discussion Skills for Multilingual Learners (Surrey)
Wed, Jun 18	2:00 – 3:00 pm	Getting the Best Out of Group Projects
Thu, Jun 19	5:00 – 6:00 pm	Reading Texts and Taking Notes
Fri, Jun 20	5:00 – 6:00 pm	Pebble Pad Basics
Mon, Jun 23	1:00 – 2:00 pm	Conversations and Connections: Group Discussion Skills for Multilingual Learners (Richmond)
Tue, Jun 24	1:00 – 2:00 pm	Conversations and Connections: Group Discussion Skills for Multilingual Learners (Surrey)
Tue, Jun 24	2:00 – 3:00 pm	Strategies to Increase Your Focus and Attention
Wed, Jun 25	11:00 – 12:00 pm	Say “No” To Procrastination
Thu, Jun 26	1:00 – 2:00 pm	ELST: Five Steps to Paraphrasing (Level 3 ELST)
Thu, Jun 26	5:00 – 6:00 pm	Master Your Memory
Wed, Jul 2	12:00 – 1:00 pm	Quick Energizers: Getting Back in Focus
Thu, Jul 3	2:00 – 3:00 pm	Time Management Strategies
Fri, Jul 4	11:00 – 12:00 pm	Exam Preparation Strategies
Fri, Jul 8	1:00 – 2:00 pm	Preparing for Open Book and Online Exams
Wed, Jul 9	2:00 – 3:00 pm	ELST: Asking Effective Questions

Date	Time	Workshop Title
Thu, Jul 10	12:00 - 1:00 pm	Approaching Exams with Confidence
Fri, Jul 11	1:00 – 2:00 pm	Preparing for End of Semester
Wed, Jul 16	11:00 – 12:00 am	Quick Energizers: Getting Back in Focus
Thu, Jul 17	12:00 – 1:00 pm	Exam Preparation Strategies
Fri, Jul 25	5:00 – 6:00 pm	Preparing for Open Book and Online Exams
Wed, Jul 30	2:00 – 3:00 pm	Exam Preparation Strategies

Please note that our schedules may change, for the most updated workshop schedule, please visit

➤ [kpu.ca/learningcentres/upcoming-workshops](https://kpu.ca/learningcentres/upcoming-workshops)



## CAN'T MAKE IT TO A LIVE WORKSHOP?

Join the following available anytime asynchronous workshops!

➤ [kpu.ca/learningcentres/workshops](https://kpu.ca/learningcentres/workshops)

- » Effective Editing
- » Time Management Strategies
- » Reading Texts
- » Power Phrasing: Using Information from Sources
- » Work Effectively in Teams
- » Exam Preparation Strategies
- » Pushing Back Against Procrastination
- » Reflective Writing



# How to Book a Peer Tutor



Book an appointment with a peer tutor for more explanation related to course concepts.

Book an appointment with a Learning Strategist for issues related to your study skills.

**STEP 1** To sign up, visit  
➤ [tlc.kpu.ca](https://tlc.kpu.ca)

**STEP 2** Search for a **Tutoring Subject** or a **Tutor's Name**

**STEP 3** Select a **time** and **tutor** that works for you

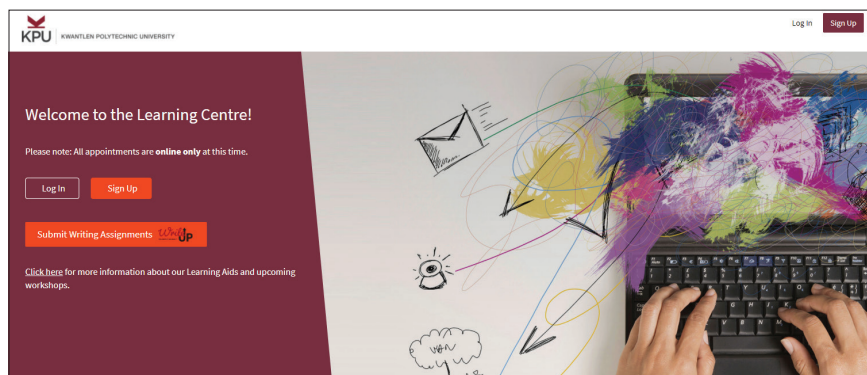
**STEP 4** Fill in the **appointment details** in the form

**STEP 5** Make sure to **select the required appointment** (online or in-person)

**STEP 6** **On the day of the appointment:**

- » For online appointments, log into [tlc.kpu.ca](https://tlc.kpu.ca), click on the Calendar tab in the dashboard to view upcoming bookings and click on the blue arrow to launch the eClassroom
- » For in-person appointments, please visit the Learning Centre you've booked the appointment at

**STEP 7** Watch this video to learn more on how to prepare yourself for the online session:  
➤ [kpu.ca/online-tutoring](https://kpu.ca/online-tutoring)



# English Language Support for Multilingual Students

The Learning Centres at KPU offer support around writing, grammar, vocabulary, speaking, and listening skills to students.

For further information, please visit

➤ [kpu.ca/learningcentres/workshops/english-language-support-multilingual-students](https://kpu.ca/learningcentres/workshops/english-language-support-multilingual-students)



## WRITING



## GRAMMAR



## VOCABULARY



## SPEAKING



## LISTENING



# How to Get Writing Help

We provide KPU students with access to online writing feedback services through WriteUp and WriteAway. These services allow KPU students to submit writing assignments online to receive written feedback from a trained writing tutor within 1–3 days. Follow the steps below to get writing help:



- STEP 1** Visit [tlc.kpu.ca](https://tlc.kpu.ca) and log in with your KPU student number and password
- STEP 2** Click on “**Submit writing assignment here**”
- STEP 3** Click on “**Request Assignment Help**”
- STEP 4** Fill in the required information, attach the assignment and then click “**Submit**”



- STEP 1** Go to [writeaway.ca/connect](https://writeaway.ca/connect) and select “**KPU**” from the list
- STEP 2** Select “**Submit your Assignment**”
- STEP 3** Fill in the required information, **upload your assignment**, and **submit**

# Your First Semester in 13 Weeks

Your first semester will be filled with new experiences and learning opportunities, and you should aim to do the best that you can throughout the semester. This site has been specially prepared to help you stay on track, just click on the weeks to see what skills, resources, events and information you should be familiar with at every point during the semester.



To get started, go to  
[kpu.ca/learningcentres/first-13-weeks](https://kpu.ca/learningcentres/first-13-weeks)



Don't hesitate to book an appointment with a Learning Strategist if you need more clarification.

➤ [kpu.ca/tlc](https://kpu.ca/tlc)





## KPU 100

### Introduction to KPU



Excited about your studies? Get prepared with some highly effective learning and life strategies before you start the upcoming semester.

This non-credit program is offered completely free to KPU students.

Find out more here:

» [kpu.ca/kpu100](https://kpu.ca/kpu100)

#### KEY CONTENT

- » Personal goals development and maintaining focus in an online environment
- » Time-management
- » What is the science behind deep learning theory?
- » Why do we need a growth mindset?
- » Methods and strategies to read texts and take notes
- » Proven memory strategies
- » Why is physical activity and exercise necessary for learning and well-being?
- » Why is sleep and self compassion so important?
- » The power of questioning
- » How to cultivate optimism and resilience
- » How to communicate effectively online
- » Strategies to work in groups and teams online
- » Improve your test taking skills

## KPU 101

### Thriving in Action

6 WEEKS X 1 HOUR PER WEEK



Register here:

» [kpu.ca/learningcentres/kpu-101-thrive-action](https://kpu.ca/learningcentres/kpu-101-thrive-action)

Thriving in Action is a program that has been proven to enhance student well-being, confidence and competence in managing university studies successfully.

#### KEY CONTENT

- » Grit
- » Willpower & Habits
- » Growth Mindset
- » Curiosity & Creativity
- » Awe & Meaningfulness
- » Sense of Belonging
- » Character Strengths
- » Gratitude
- » Group Work
- » Intentionality
- » Micro-Resilience
- » Note-Taking
- » Optimism
- » Self-Compassion
- » Studying
- » Test-Taking & Feedback

For more information, visit

» [kpu.ca/tlc](https://kpu.ca/tlc)

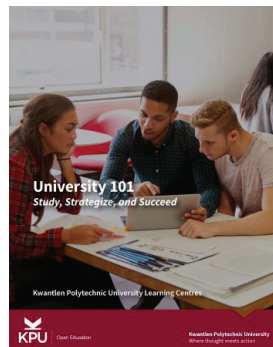


# Online Self-Paced Resources

## UNIVERSITY 101

By taking the time to read this book and work through the exercises included, you are investing in the skills that will support you in all of your classes and future learning.

➤ [kpu.pressbooks.pub/studystrategizesucceed](https://kpu.pressbooks.pub/studystrategizesucceed)



## READING TEXTS

Learn effective techniques for reading textbooks, articles, research studies and manuals at your own pace.

➤ [kpu.pressbooks.pub/readingtextsworkshop](https://kpu.pressbooks.pub/readingtextsworkshop)



## LEARNING TO LEARN ONLINE

You will be introduced to effective learning strategies: time management for online learners, information management, professional communication, and reading strategies. Welcome to your online learning journey!

➤ [kpu.pressbooks.pub/learningtolearnonline](https://kpu.pressbooks.pub/learningtolearnonline)



## TIME MANAGEMENT FOR BUSY STUDENTS

Learn strategies to becoming a stronger and more efficient learner at anytime and anywhere you like.

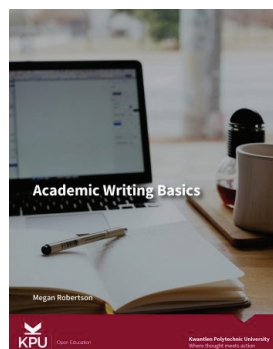
➤ [kpu.pressbooks.pub/timemanagement](https://kpu.pressbooks.pub/timemanagement)



## ACADEMIC WRITING BASICS

Designed specifically for Kwantlen Polytechnic University students, this Pressbook offers interactive activities and strategies for developing academic writing skills. Learners have the opportunity to review key parts of the writing process from interpreting their assignment instructions, to organizing their ideas, drafting their writing, and revising their work.

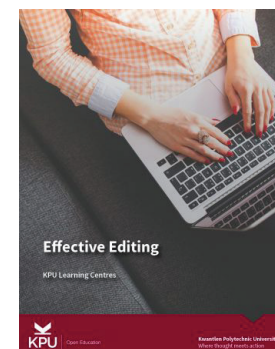
➤ [kpu.pressbooks.pub/academicwritingbasics](https://kpu.pressbooks.pub/academicwritingbasics)



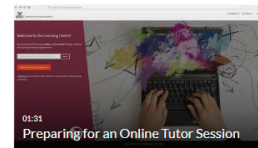
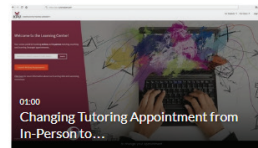
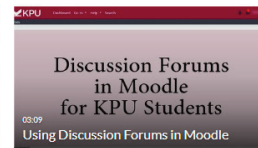
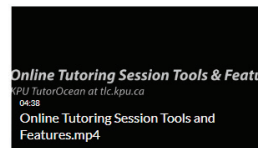
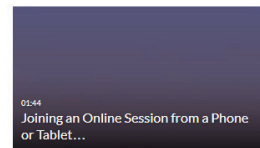
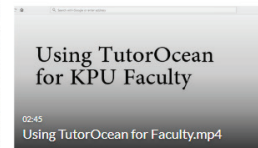
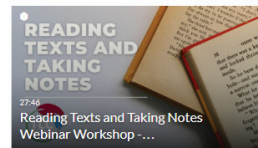
## EFFECTIVE EDITING

Improve your writing by developing strong editing skills. In this interactive online workshop, you will learn a systematic process for editing your writing. You will also learn some effective tips for proofreading grammar, spelling, and mechanics.

➤ [kpu.pressbooks.pub/effectiveediting](https://kpu.pressbooks.pub/effectiveediting)







## Can't find what you want here?

Go online and check out some of our online video tutorials!



Visit our  
YouTube channel at

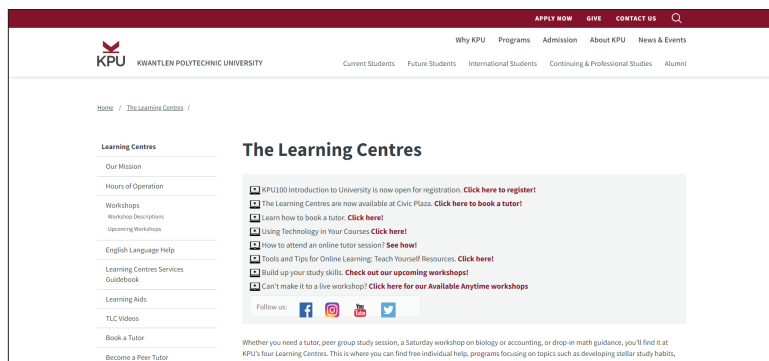


# Self-Help Resources

## THE LEARNING CENTRES WEBSITE

The Learning Centres website provides students with access to a wide range of learning resources and services. Through this website, students can book a face-to-face or online tutor, schedule a session with a Learning Strategist, learn more about upcoming academic workshops, and access supplementary Learning Aids.

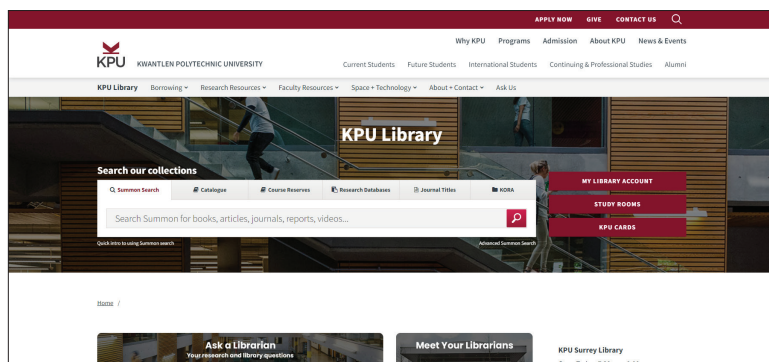
➤ [kpu.ca/learningcentres](https://kpu.ca/learningcentres)



## LIBRARY WEBSITE

The Library website provides access to a wealth of scholarly resources in both print and electronic formats. On the Library website, you'll find links to a range of services to help you achieve your learning goals. This includes access to the library catalogue, online materials, research guides, citation guides, and more!

➤ [kpu.ca/library](https://kpu.ca/library)



## ASKAWAY: ASK A LIBRARIAN

AskAway is a free chat service that allows students to ask librarians questions about research or citations in real time. In addition to chat, you can also find information about how to email, call, or speak one-on-one with a librarian.

➤ [kpu.ca/askalibrarian](https://kpu.ca/askalibrarian)

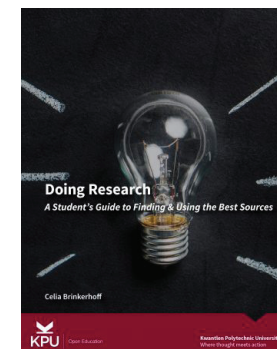


## A STUDENT'S GUIDE TO FINDING & USING THE BEST SOURCES

Use this guide to learn research skills.

➤ [kpu.pressbooks.pub/doingresearch](https://kpu.pressbooks.pub/doingresearch)

Doing Research has four sections, one for each part of the research process, which detail the steps for approaching research in a library setting. Topics covered include “Developing your Research Question” and “Popular and Scholarly Articles”. It is perfect for a student new to research and a refresher to an experienced researcher.







# Library Research Skills

KPU Librarians can help you develop and refine your research and information literacy skills.

KPU Library offers a variety of collections and services. Your instructor might arrange to have a librarian teach you basic research skills and orient you to the library, and we also encourage students to explore our on line learning resources and reach out to librarians. Librarians can help you via chat, text, Zoom, one-on-one appointments, or through email. We welcome all your questions about research and the library. Ask Us!

➤ [kpu.ca/library/services/askus](https://kpu.ca/library/services/askus)

## VISIT THE RESEARCH HELP DESK!

Each campus has a Research Help Desk where you can get help directly from a KPU Librarian. Librarians are happy to help with research and citation questions.

You can also Contact Your Librarian if you wish to get in contact with your Liaison Librarian for one-on-one help. Every KPU Department has a dedicated Librarian.

➤ [kpu.ca/library/contact-your-librarian](https://kpu.ca/library/contact-your-librarian)

# Library Research Resources

## RESEARCH GUIDES

These subject specific guides are the ideal place to start your research for a class assignment.

➤ [libguides.kpu.ca](https://libguides.kpu.ca)

## RESEARCH STRATEGIES

Learn search techniques for the ideal approach to find the best information for your assignment, either from library resources or the open web.

➤ [libguides.kpu.ca/research](https://libguides.kpu.ca/research)

## CITATIONS & PLAGIARISM

Kwantlen Polytechnic University has very strict policies around plagiarizing. Make sure you are citing your sources properly with these guides.

➤ [libguides.kpu.ca/citations](https://libguides.kpu.ca/citations)

## COPYRIGHT GUIDELINES

Don't break any copyright laws. Learn about Fair Dealing and be sure about what you are able to copy, across a variety of formats, for academic use.

➤ [libguides.kpu.ca/copyright](https://libguides.kpu.ca/copyright)

# Contact Information

➤ [kpu.ca/library](https://kpu.ca/library)

☎ 604-599-2103 KPU Surrey  
604-599-3111 KPU Richmond  
604-599-3204 KPU Langley  
604-598-6030 KPU Tech







## Contact Information

➤ [kpu.ca/learningcentres/contact-us](https://kpu.ca/learningcentres/contact-us)

✉ [tlcsurrey@kpu.ca](mailto:tlcsurrey@kpu.ca)  
[tlcrichmond@kpu.ca](mailto:tlcrichmond@kpu.ca)  
[tlclangley@kpu.ca](mailto:tlclangley@kpu.ca)  
[tlccloverdale@kpu.ca](mailto:tlccloverdale@kpu.ca)  
[tlccivic@kpu.ca](mailto:tlccivic@kpu.ca)  
[tlconline@kpu.ca](mailto:tlconline@kpu.ca)

📞 604-599-2437 KPU Surrey  
604-599-3454 KPU Richmond  
604-599-3444 KPU Langley  
604-598-6062 KPU Tech

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