



The
Learning
Centre

SPRING 2024

**THE LEARNING CENTRES
AND LIBRARY SERVICES PRESENT**

Your Guide to Learning Services and Workshops

The Learning Centres and Library Services are 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.

Marti Alger

📍 KPU Surrey/KPU Tech
📞 604-599-2436
✉ marti.alger@kpu.ca

Emily Ginter

📍 KPU Surrey
📞 604-599-2917
✉ emily.ginter@kpu.ca

Lee Beavington

📍 KPU Surrey
✉ lee.beavington@kpu.ca

Alice Macpherson

📍 All campuses
✉ alice.macpherson@kpu.ca

Laura Aguilera

📍 KPU Richmond
📞 604-599-3008
✉ laura.aguilera@kpu.ca

Jovita Vytasek

📍 KPU Richmond
📞 604-599-3217
✉ jovita.vytasek@kpu.ca

Kim Tomiak

📍 KPU Langley/KPU Surrey
📞 604-599-3457
✉ kim.tomiak@kpu.ca

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.

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

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

WE'RE CONNECTED!

Faculty support in the Learning Centres

Each semester the English Department and the Faculty of Academic and Career Preparation provide the services of instructors who help to train and mentor our writing tutors, and who tutor students themselves.

The *Mathematics Department* also support Math development in the Learning Centre through a variety of math instructors who also meet with our tutors and assist students who come for help.

Office hours in 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

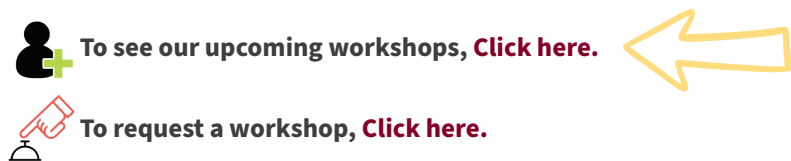
Go to kpu.ca/learningcentres to sign up
- STEP 2

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



- STEP 3

Click to **view upcoming workshops**



- STEP 4

Click on the desired **workshop to register**

Academic Skills Workshops

SPRING 2024

To view and register for workshops, visit

➤ kpu.ca/learningcentres/upcoming-workshops



Date	Time	Workshop Title
Tue, Jan 9	9:00 – 10:00 am	Your First 13 Weeks
Tue, Jan 9	10:00 – 11:00am	Establishing Good Habits
Tue, Jan 9	12:00 – 1:00pm	University Essays: First Steps
Thu, Jan 11	9:00 – 10:00am	Your First 13 Weeks
Thu, Jan 11	10:00 – 11:00am	Note-Taking and Summarizing
Thu, Jan 11	1:00 – 2:00pm	Balancing Life and Learning
Sun, Jan 14	7:00 – 8:00pm	PebblePad Basics
Mon, Jan 15	1:00 – 2:00pm	Improving Sentence Structure
Tue, Jan 16	10:30 – 11:30am	Preparing for Weekly Quizzes
Tue, Jan 16	12:00 – 1:00pm	Learning Strategies for Working Students
Tue, Jan 16	1:00 – 2:00pm	Conversation and Connections: Group Discussion Skills for ELS Pathway Students
Tue, Jan 16	2:00 – 3:00pm	Plan Your Semester
Wed, Jan 17	10:00 – 11:00am	Excel: Basic Skills for University Students
Wed, Jan 17	11:00am – 12:00pm	Time Management Strategies
Thu, Jan 18	10:00 – 11:00am	University Essays: First Steps
Thu, Jan 18	1:00 – 2:00pm	Basic Computer Skills for Students *In-Person*
Fri, Jan 19	11:00am – 12:00pm	Reading Texts and Taking Notes

Date	Time	Workshop Title
Sat, Jan 20	7:00 – 8:00pm	PebblePad Basics
Mon, Jan 22	9:30 – 10:30am	Say “No” to Procrastination
Mon, Jan 22	12:00 – 1:00pm	Writing and Editing your ePortfolio
Tue, Jan 23	10:00 – 11:30am	Writing in Biology
Tue, Jan 23	1:00 – 2:00pm	Conversation and Connections: Group Discussion Skills for ELS Pathway Students
Wed, Jan 24	10:00 – 11:00am	Strategies to Increase your Focus and Attention
Wed, Jan 24	1:00 – 2:00pm	Write in Your Own Words
Wed, Jan 24	2:00 – 3:00pm	Enhancing your Study Skills with Learning Approaches
Thu, Jan 25	10:00 – 11:00am	Getting the Best Out of Group Projects
Thu, Jan 25	7:00 – 8:00pm	Excel: Intermediate Skills for University Students
Fri, Jan 26	11:00am – 12:00pm	Pronunciation for Clear Speech
Fri, Jan 26	12:00 – 1:00pm	PebblePad Basics
Fri, Jan 26	1:00 – 2:00pm	Presenting Content Visually
Mon, Jan 29	2:00 – 3:00pm	Strengthening Your Learning Skills
Tue, Jan 30	1:00 – 2:00pm	Conversation and Connections: Group Discussion Skills for ELS Pathway Students
Tue, Jan 30	4:00 – 4:45pm	Word: Formatting Your Assignment
Wed, Jan 31	11:00am – 12:00pm	Writing and Editing your ePortfolio
Wed, Jan 31	4:00 – 5:00pm	How to Summarize and Respond to a Text
Wed, Jan 31	1:00 – 3:00pm	Find Your Writing Voice
Thu, Feb 1	3:00- 4:00pm	Completing Assignments with Academic Integrity
Thu, Feb 1	1:30 – 3:00pm	Writing in Biology

Date	Time	Workshop Title
Thu, Feb 1	7:00 – 8:00pm	PebblePad Basics
Fri, Feb 2	10:30 – 11:30am	Exam Preparation Strategies
Sun, Feb 4	7:00 – 8:00pm	PebblePad Basics
Mon, Feb 5	10:30am – 11:30am	Get Past Writer’s Block
Mon, Feb 5	12:00 – 1:00pm	Completing Assignments with Academic Integrity *In-Person*
Tue, Feb 6	7:00 – 8:00pm	Presenting Content Visually
Tue, Feb 6	1:00 – 2:00pm	Conversation and Connections: Group Discussion Skills for ELS Pathway Students
Wed, Feb 7	11:30am – 12:30pm	Writing More Effective Paraphrasing
Wed, Feb 7	1:00 – 2:00pm	Using Punctuation Correctly
Thu, Feb 8	9:30 – 10:30am	10 Tips for Learning Online
Fri, Feb 9	11:00am – 12:00pm	Balancing Life & Learning
Mon, Feb 12	9:30 – 10:30am	Note-taking and Summarizing
Mon, Feb 12	12:00 – 1:00pm	PebblePad Basics
Tue, Feb 13	10:30 – 11:30am	Say “No” to Procrastination
Tue, Feb 13	1:00 – 2:00pm	Conversation and Connections: Group Discussion Skills for ELS Pathway Students
Tue, Feb 13	4:00 – 5:00pm	Writing and Editing your ePortfolio
Wed, Feb 14	11:00 – 12:00pm	PebblePad Basics
Wed, Feb 14	2:00 – 3:30pm	ELST: Four Steps to Paraphrasing (Level 3 ELST)
Thu, Feb 15	2:00 – 3:00pm	Effective Presentation Skills
Fri, Feb 16	11:00am – 12:00pm	Writing in Biology
Tue, Feb 20	10:00 – 11:00am	Learning From Mistakes
Tue, Feb 20	11:00 am- 12:00 pm	Academic Boost Camp: Memorization and Learning strategies

Date	Time	Workshop Title
Wed, Feb 21	10:00 – 11:00am	Academic Boost Camp: Overcoming Procrastination
Wed, Feb 21	11:00am – 12:00pm	Academic Boost Camp: Deep Thinking and Questioning Strategies
Thu, Feb 22	10:00 – 11:00am	Academic Boost Camp: Strategies for Working and Studying
Thu, Feb 22	12:00 – 1:00pm	Academic Boost Camp: Identifying Errors and Planning for Improvement
Fri, Feb 23	10:00 – 11:00am	Academic Boost Camp: Writing and Editing your E-Portfolio
Mon, Feb 26	10:00 – 11:00am	Don't Panic: Plan for Your Final Exams!
Tue, Feb 27	1:00 – 2:00pm	Conversation and Connections: Group Discussion Skills for ELS Pathway Students
Tue, Feb 27	2:00 – 3:00pm	Say "No" to Procrastination
Wed, Feb 28	11:00am – 12:00pm	Monitoring Your Learning Through Rubrics
Wed, Feb 28	1:30 – 2:30pm	Write in Your Own Words
Thu, Feb 29	1:00 – 2:00pm	Making Your Writing More Concise
Fri, Mar 1	11:00 – 12:00pm	Whole Person Prep for Exams
Mon, Mar 4	9:30 – 10:30am	Enhancing your Study Skills with Learning Approaches
Tue, Mar 5	10:00 – 11:00am	Don't Panic: Plan for Your Final Exams!
Tue, Mar 5	1:00 – 2:00pm	Conversation and Connections: Group Discussion Skills for ELS Pathway Students
Tue, Mar 5	2:00 – 3:00pm	Strategies to Increase your Focus and Attention
Wed, Mar 6	11:00 – 12:00pm	Quick Energizers: Getting Back in Focus
Wed, Mar 6	4:00 – 5:00pm	Improving Sentence Structure
Wed, Mar 6	7:00 – 8:00pm	PebblePad Basics
Thu, Mar 7	1:00 – 2:00pm	Exam Preparation Strategies

Date	Time	Workshop Title
Tue, Mar 12	10:00 – 11:00am	Learning Strategies for Working Students
Tue, Mar 12	1:00 – 2:00pm	Conversation and Connections: Group Discussion Skills for ELS Pathway Students
Wed, Mar 13	10:30 – 11:30am	Preparing for Open Book and Online Exams
Wed, Mar 13	2:00 – 3:00pm	Exam Preparation Strategies
Thu, Mar 14	2:00 – 3:00pm	Writing and Editing your ePortfolio
Tue, Mar 19	10:30 – 11:30am	Exam Preparation Strategies
Tue, Mar 19	1:00 – 2:00pm	Conversation and Connections: Group Discussion Skills for ELS Pathway Students
Wed, Mar 20	10:00 – 11:00am	Master Your Memory
Thu, Mar 21	1:00 – 2:00pm	Reading Texts and Taking Notes
Tue, Mar 26	11:00am – 12:00pm	Exam Preparation Strategies
Tue, Mar 26	1:00 – 2:00pm	Conversation and Connections: Group Discussion Skills for ELS Pathway Students
Wed, Mar 27	2:00 – 3:00pm	Presentation Skills for Multilingual Students
Tue, Apr 2	1:00 – 2:00pm	Conversation and Connections: Group Discussion Skills for ELS Pathway Students

For the most updated workshop schedule, please visit
➤ kpu.ca/learningcentres/upcoming-workshops

CAN'T MAKE IT TO A LIVE WORKSHOP?

Join the following available anytime asynchronous workshops!

➤ 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



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/tlc

OR

➤ kpu.ca/learningcentres/workshops/english-language-support-multilingual-students



WRITING



GRAMMAR



VOCABULARY



SPEAKING



LISTENING



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

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, 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



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** 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**”



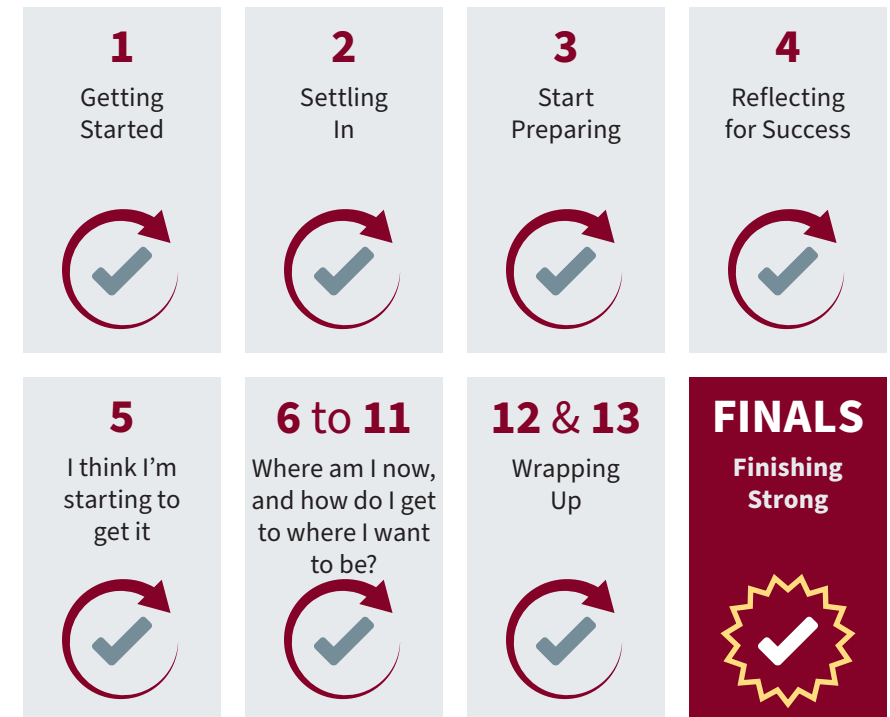
- STEP 1** Go to **writeaway.ca/connect** and select “**KPU**” from the list
- STEP 2** Select “**Submit your Assignment**”
- STEP 3** Fill in the required information, **upload your assignment**, and **submit**

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**



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

➤ **kpu.ca/tlc**



KPU 100 Introduction to University



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/learningcentres/kpu100-introduction-to-university

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 1.5 HOURS PER WEEK



Register here:

➤ 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

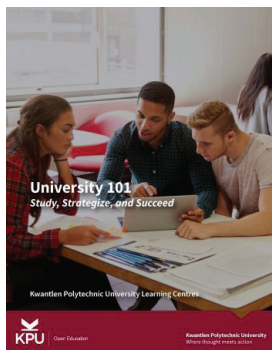


Online Self-Paced Resources

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



READING TEXTS

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

➤ 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



TIME MANAGEMENT FOR BUSY STUDENTS

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

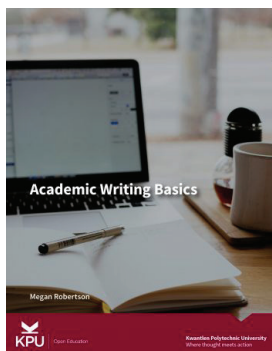
➤ kpu.pressbooks.pub/timemanagement



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

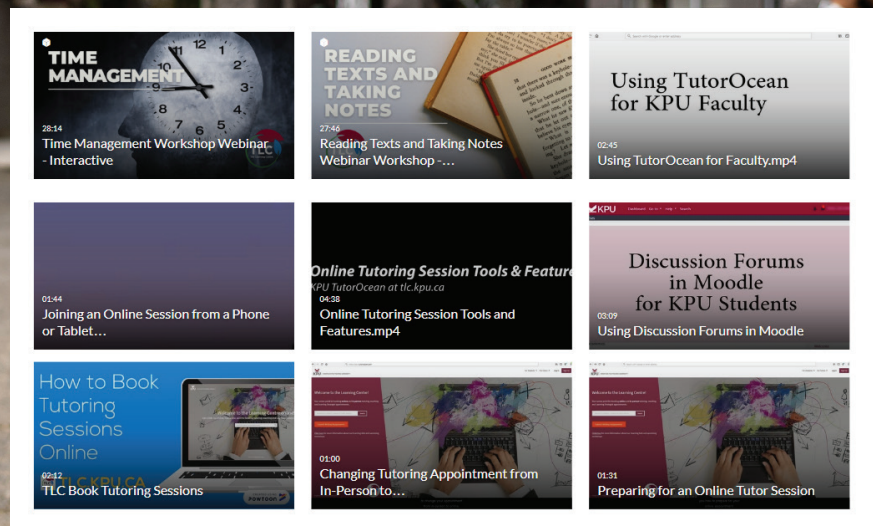


EFFECTIVE EDITING

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





Can't find what you want here?

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

Visit out our YouTube channel at

➤ bit.ly/3fbU80J



Contact Information

➤ kpu.ca/learningcentres/contact-us



tlcsurrey@kpu.ca

tlcrichmond@kpu.ca

tlclangley@kpu.ca

tlccloverdale@kpu.ca

tlccivic@kpu.ca

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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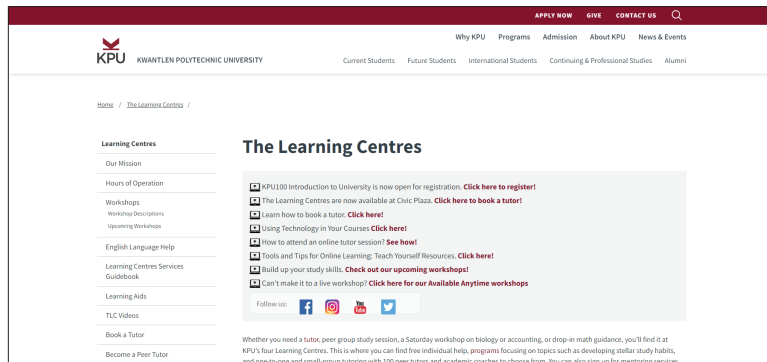
   **TLCKPU**

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.

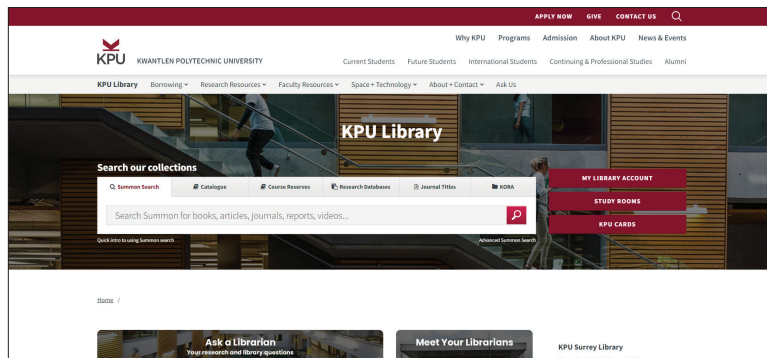
➤ kpu.ca/learningcentres



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



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



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

Use this guide to learn research skills.

➤ 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 Resources

RESEARCH GUIDES

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

➤ 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

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

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

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

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

Contact Information

➤ kpu.ca/library

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





For more information, visit
> kpu.ca/learningcentres

