

# Skills for International Postgraduates Program (SKIP) Cairns Campus, 2018

## What is SKIP?

**SKIP** is designed to help you finish your thesis on time by equipping you with training in professional academic writing, critical thinking, research presentation and writing for journals. SKIP is also the only postgraduate support program to provide individual editing assistance. You are entitled to up to three hours of one-on-one thesis editing from the SKIP convenor per year, in addition to the compulsory one-hour editorial consultation that forms part of the course.

As part of the SKIP program, you will have the opportunity to prepare for your Confirmation of Candidature seminar, including taking part in a student conference involving fellow SKIP students. At this event, you will be able to practise presenting a seminar to an audience of peers and will receive detailed feedback.

## Who attends SKIP?

**SKIP is compulsory for international postgraduate research students.** SKIP is not an English language course; it is specifically designed to assist international students to meet the writing and presentation demands of their degree in a timely and efficient manner. If you have prior experience in academic writing and wish to be exempted from SKIP, please ask your Primary Advisor to outline your reasons in a letter addressed to the Dean, Graduate Research, Professor Helene Marsh (contact [GRS@jcu.edu.au](mailto:GRS@jcu.edu.au)). Note that candidates who opt out of SKIP are no longer entitled to individual editing assistance.

## When do I attend SKIP?

International postgraduate research students must complete one series of six SKIP sessions during the first 12 months of their enrolment. Weekly attendance at SKIP is compulsory. If you are away on a field trip, or are sick, please inform the SKIP Convenor so your absence can be recorded. The Convenor will keep you up to date with any work you have missed. Candidates who have English as an Additional Language (EAL) are also required to attend the SKIP Consolidation Workshop at the end of the series. Attendance at the SKIP Consolidation Workshop is optional for native English speakers.

## Requirements for successful completion

To successfully complete the program, you will be expected to provide a sample of your work (such as a research proposal or a literature review) for appraisal by the Convenor, and also present your research to a discipline-specific group as part of the SKIP Student Conference. **You must attend all six of the compulsory SKIP sessions to be deemed to have completed the course, as well as the Consolidation Workshop if you are not a native English speaker.** Please discuss any special circumstances, such as extended fieldwork, with the SKIP Convenor. In addition, all SKIP participants will have a minimum of one hour of one-on-one editorial consultation with the SKIP Convenor, during which writing issues particular to the candidate will be discussed. A suitable time for this session will be organised to suit your schedule.

## Counting SKIP towards RD7003 Professional Development

Once you have completed the course and fulfilled its requirements, you will receive a Certificate of Completion. PhD candidates may count 19 hours towards the Conditional Component of the subject RD7003 Professional Development, made up of 18 hours of class time plus one hour of editorial consultation. If you participate in the Consolidation Workshop at the end of SKIP, you may add another five hours to your SKIP total, bringing it to 24 hours.

## Repository of SKIP materials

All notes and other relevant material will be placed into the SKIP folder on [eGRS](#). The exact location of the folder will be demonstrated during class. You are encouraged to use eGRS as your storage and sharing site for all materials related to your candidature.

## 2018 SKIP Schedule

Series 1, 2018	
Topic	Date, Time and Venue
<ul style="list-style-type: none"> <li>▪ The elements of great academic writing</li> <li>▪ Paragraphs and abstracts</li> <li>▪ Literature reviews</li> <li>▪ Preparing for confirmation of candidature</li> </ul>	<p>Wednesday 30 May 10:00 – 16:00 Room D3-063</p>
<ul style="list-style-type: none"> <li>▪ Grammar and punctuation</li> <li>▪ Writing skills: concrete and concise writing</li> <li>▪ Introductions and conclusions</li> <li>▪ SKIP Cairns student conference</li> </ul>	<p>Wednesday 27 June 10:00 – 16:00 Room D3-063</p>
Series 1 and 2, 2018	
<p>The Critical Thinking and Writing for Journals Workshops form part of <b>both Series 1 and Series 2</b> of the Cairns based SKIP Program.</p>	
Topic	Date, Time and Venue
<b>Critical Thinking Workshop</b>	<p>Wednesday 25 July 9:00 – 12:00 Room D3-149</p>
<b>Writing for Journals Workshop</b>	<p>Wednesday 25 July 14:00 – 17:00 Room D3-149</p>
Series 2, 2018	
Topic	Date, Time and Venue
<ul style="list-style-type: none"> <li>▪ The elements of great academic writing</li> <li>▪ Paragraphs and abstracts</li> <li>▪ Literature reviews</li> <li>▪ Preparing for confirmation of candidature</li> </ul>	<p>Wednesday 31 October 10:00 – 16:00 Room D3-149</p>
<ul style="list-style-type: none"> <li>▪ Grammar and punctuation</li> <li>▪ Writing skills: concrete and concise writing</li> <li>▪ Introductions and conclusions</li> <li>▪ SKIP Cairns student conference</li> </ul>	<p>Wednesday 28 November 10:00 – 16:00 Room D3-149</p>
Series 1 and 2, 2018	
<p>SKIP Consolidation Workshop, compulsory for candidates who have English as an Additional Language (EAL) and optional for all others.</p>	
Topic	Date, Time and Venue
Revision, refinement, redrafting, style and self-editing.	<p>Thursday 29 November 10:00 – 15:00 Room D3-149</p>