



Orientation & Enrolment

Sydney Campus

TRIMESTER 1 2012

Tuesday & Wednesday 24-25 January 2012

The Gateway Building, Level 8, 1 Macquarie Place, Sydney

Tuesday, 24th January 2012

- 9:00-9.30** **Registration - Reception, Level 8**
- 9:30-10:15** **Welcome - Lecture Theatre 1, Level 8**
Associate Professor Nelson Perera, Deputy Dean
- 10:15-10:30** **Administrative & IT Matters**
Melek Nazenin, Executive Officer
- 10.30-11.00** ***MORNING TEA* – Student Lounge, Level 8**
- 11.00-11:10** **Student Support Services**
Dan Morgan, Student Support Advisor
- 11:10-11:20** **Counselling Services**
Tom Muzevic, Counsellor
- 11:20-11:30** **Overseas Health Cover**
Terri Evans, Australian Health Management
- 11:30** **Admissions/Conditional Offers/Enrolment**
UniAdvice – Visiting Faculties Office, Level 8 (next to Library) - to clear conditions
Enrolment Session – Computer Laboratory, Level 9
Student Cards – Meeting Room 2, Level 9
Payments – Student Services, Level 8
Master of Management Students: Please see Assoc. Prof Nelson Perera in Academic Office, Level 8 (next to Library)
- 14.00-17.00** **How to Survive in a Business School and University Environment: (Certificate in Professional Development Program - *Attendance is compulsory*)**
Associate Professor Nelson Perera (Deputy Dean)



Wednesday, 25th January 2012

Lecture Theatre 4, Level 9

- 09:30-10:15** Introduction to Turn-it-in online program
Melissa Smith, SBS Librarian
- 10:15-12:00** Library & Research Skills
Melissa Smith, SBS Librarian
- 13:00-15:30** Learning Development: Academic Expectations
Dr. Ruth Walker, Learning Development

NOTE: Attendance is compulsory in all sessions