

# Orientation Program



# Welcome

Welcome to Endeavour College of Natural Health — we are so happy to have you studying with us. In your choice to study at Endeavour, you have now joined the largest community of students in natural medicine in the Southern Hemisphere. Endeavour College offers fully accredited, high quality Bachelor-level and Undergraduate programs across Australia. We hope you will find your time at the College engaging and rewarding.

The aim of Endeavour College is to equip you with the knowledge, skills and confidence you need to enter the workforce as a competent and knowledgeable practitioner, an employee of the ever-growing natural health industry or, indeed, to proceed to undertake further studies in tertiary education or research. The education you enter into here is a rigorous one, as the role of natural medicine in present and future Australian and world health is a weighty one. We urge you to undertake your education and future career with an understanding of the importance of the safety, efficacy, scope and power of natural medicine – and study hard!

The course in which you are enrolled will expose you to a variety of experiences and perspectives and provide you with many opportunities for your growth, not only intellectually, but also emotionally, developmentally and even spiritually. And, of course, you will have many opportunities for new ways of caring for your body as well. You will find that your course is up to date, recognised by relevant professional bodies and registration authorities and will provide a mix of different types of learning experiences and methods.

As a student at Endeavour College, you have certain rights and responsibilities, most of which are outlined in the Student Handbook and are also supplemented by the full policy bank found on the main Endeavour website. Please feel free to check in with your local Student Advisers and Support departments should you have any further queries regarding these topics, or for academic matters, please chat to your Lecturer or to your Academic Supervisor. Many of you are new to higher education as you enter your study at Endeavour. How you utilise your time whilst with us depends largely on your personal motivation and dedication to achieving your aspirations. We are committed to providing you with a learning environment that helps you achieve your educational goals. And as an adult learner, you are a partner in determining what exactly you will personally take from your education. The sky is the limit!

My best wishes for your successful completion of your enrolled qualification here at Endeavour.

Dr Jenny Wilkinson

Director of Education



Endeavour College of Natural Health acknowledges the Australian Aboriginal and Torres Strait Islander peoples as the first inhabitants of the nation and the Traditional Custodians of the lands where we live, learn and work. We pay our respects to ancestors and Elders, past, present and future. Endeavour College of Natural Health is committed to honouring Australian Aboriginal and Torres Strait Islander peoples' unique cultural and spiritual relationships to the land, waters and seas and their rich contribution to society.

# **Your Endeavour Orientation program**

Our Endeavour Orientation program runs over a series of weeks with activities commencing at the start of your studies. This extended approach to orientation means you'll receive the right information at the right time during your transition into study so you won't suffer from information overload. This program will give you the information, contacts and knowledge to successfully start your studies.



# **Preparing for study**

#### Your email account

Your email account is your primary source of communication. Be sure to check it regularly to ensure you receive official communications regarding your classes, enrolment fees or academic progression. You should already have your Endeavour eWeb email address by now.

# Setting up your email

It's easy to set up your Endeavour eWeb email address. Visit <a href="mailto:eweb.endeavour.edu.au">eweb.endeavour.edu.au</a>, enter your student number and complete the steps to set up your account.



Get help when you need it!

Q help.endeavour.edu.au

#### Student Portal

The Student Portal is the platform that supports the administration side of your studies. This is where you are able to apply for FEE-HELP, check your accounts, manage your payments, manage your enrolments, check your academic history, access resources and links, request assistance and feedback and update your profile.



Go to Study Assist for FEE-HELP info

**Q** studyassist.gov.au/help-loans/fee-help

#### Enrol for classes and check your enrolment

You are able to view the subjects you are currently enrolled into via the Student Portal under the Manage Enrolments option. For extra assistance managing your enrolment or support as you start out with the College, book a consultation with a Student Services Adviser or Student Success Adviser via the LMS (Help > Consultations).

Q portal.endeavour.edu.au

# LMS (Learning Management System)

The Learning Management System (LMS) is where students will have access to all their subjects at the start of the intake. Access to materials is generally opened one week prior to the start of the teaching period under My Courses tab. Click on the subjects and you will see tabs including a weekly breakdown on content, subject outlines, assessments overview, connect and feedback tabs

It is important that you engage with your studies once your subject is open and be certain to check your assessment tabs. Make sure you participate in all assessment items including the weekly forums as these will support valuable marks for participation that count towards your overall assessment grades.



Download the LMS app today and access your studies any time, anywhere!

#### **Key dates**

It is important to know your start date, census date, exam period commencement and results release dates. These calendars can be viewed on the **Re-enrolment** pages on the website and key dates can be found on the Key Dates section on the website.

Domestic students key dates

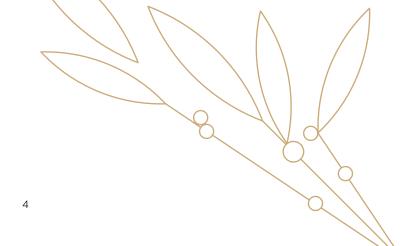
International students key dates

**Start date** is the day your course starts. You will be expected to engage in all your subjects from day one so make certain that you are logging in and taking action the day your subjects start in the LMS.

**Census date** is the date on which your enrolment is considered finalised for the teaching period and is the last date you can drop a subject (course) without receiving a financial and academic penalty. If you withdraw from a subject (course) after this date you will be liable for any fees/financial liability relating to these subjects (course).



Get organised with MyStudyLife – it's free!



# **Preparing for study**

#### Student ID cards

A student identification (ID) card is proof that you're a student at Endeavour, and all students (whether you're studying online or on campus) must have one. You need a student ID card to sit exams, borrow/access library resources, access buildings on campus, and more.

To get a student card please email <a href="mailto:library.online@endeavour.edu.au">library.online@endeavour.edu.au</a> with the following information:

- ▶ A copy of photo ID (license, passport)
- A photo of you against a white background
- ▶ Your home campus.

You will be contacted by your campus librarian when your ID card is ready for collection on campus.

#### The library

The College library supports student learning, provides assistance with library research tutorial skills, library appointments and access to a wide variety of online and physical resources. In order to physically access your campus library, you will need an access card or PIN, the PIN will be sent to your email.

If you are not on campus, you can book in with the virtual librarian via the LMS under the 'Library' tab or via the library website. If you need library assistance, connect with the virtual librarian via the chat section on the website.



Library Virtual Chat – visit the website and chat for quick answers.

#### **Endeavour Career Service**

Endeavour's Career Service enables students to start planning for their future career in natural health whilst studying. As a new student it is important for you to access the career resources available. Doing this will help you plan your future career goals.

#### **Bookstore and textbooks**



Link to the Careers Service

Q endeavour.edu.au/careers-service

The Endeavour Bookstore is the official textbook site for Endeavour College of Natural Health. To purchase textbooks please visit **Endeavour Bookstore's website**.

#### **Student Services**



Get 10% off\* when you use the code STUDY10.

\*This discount does not apply to the clinic uniforms, book bundles or textbook packs.

Endeavour is committed to helping students achieve success. Our Student Services team will continue to support you from enrolment to graduation. Book an appointment with a Student Services Adviser or Student Success Adviser via the LMS (Help > Consultations) or request assistance through your Student Portal under Assistance & Feedback.

For any queries, please head to the website or call 1300 462 887 (ext. 2).

"I met so many like-minded people. Meeting all those people on my first day at Endeavour was something really special. Those people I met then are now life-long friends."

Ally Bongard, Nutritional and Dietetic Medicine alumna

"It was a valuable opportunity to become familiar, meet people, get clarity on what the semester would look like and get set up for study."

Olivia Croker, Naturopathy student



# Need a refresher? Our webinars can help

## **Orientation Webinars**

We know there is a lot of information to take in when you first start so, if you need a refresher, our monthly online orientation webinars will provide you with all the orientation you need to know. Just visit our website to sign up to the next one.

#### Course Progression Webinars

As you begin your studies, we know there is a lot to juggle as you become familiar with the demands of study and balancing your everyday commitments to family work and existing schedules. Take the time you need to become familiar with all the tools and support resources available to you to help you balance your study with your life.

#### Need to change your study load?

If you need support with changing your study load from full time to part time or increasing from part time to full time, you can connect with a Student Success Adviser or join a monthly Course Progression Planning webinar to learn how to manage your studies, register for the next one on our <u>website</u>.

# **Virtual Orientation**

#### Virtual Orientation

Join us for an upcoming <u>Virtual Orientation Day</u> or check out our self directed <u>Online Orientation Module</u>.

## **Virtual Orientation Day**

This is a great opportunity for you to meet your classmates, and familiarise yourself with all of our student support services, as well as the systems you will use throughout your studies.

Virtual Orientation Day is open to anyone who has just joined Endeavour and for anyone who has recently started but hasn't attended an orientation previously!

Register for your sessions of interest by logging into the **Virtual Orientation Website**.

#### **Virtual Orientation Website**

The <u>Virtual Orientation Website</u> is your one stop shop for all of your orientation needs! Here you can register for our upcoming orientation events (including new to studies and campus tours), access useful links, dive straight into student life content and plenty more!

## **Online Orientation Module**

This module is designed to suit your needs. Complete it at your own pace, in the order that works for you. Need it now? Go straight to it.

Come back as many times as you like: the module remembers what you've done. Orientation Essentials stays here forever as a reference, so you can check information any time.

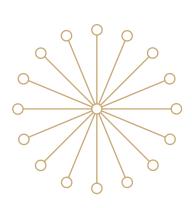
Information you need, when you need it.

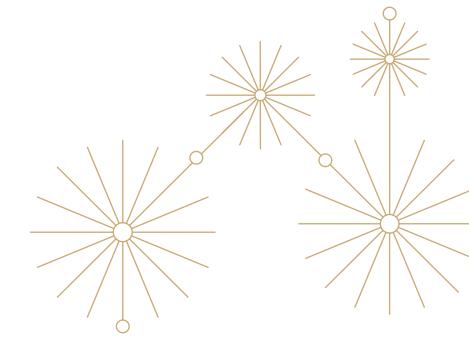
Top Tip

On your lunch break why not try out these recipes from our **blog**!



Get exclusive access to discounts, events and more with our Student Wellbeing Offers – keep an eye on your inbox!





# Prizes to be won!

We love to hear about your experiences at our events. Just by letting us know what you thought of our orientation sessions, you can go in the draw to win a \$20 Giftpay voucher which can be redeemed at over 50 stores including Endota Spa, Myer, eBay, Coles, Woolworths, Target, Bunnings and more! Make sure to complete the survey at the end of each session to increase your chances of winning!

# **Short courses and workshops**

#### Free Micro-Courses

In preparation of commencing your studies, why not check out our free micro-courses on the LMS. These micro-courses are a great way to brush up on your skills and help you to get use to our study environment.

#### **Essential Academic Skills**

The Essential Academic Skills micro-course is intended to provide students with the basic academic skills required to undertake tertiary studies in health science. The subject will introduce study skills, academic writing, reflective writing, numeracy, referencing, critical thinking, collaboration, timemanagement, communication, goal-setting and technology-based skills.

Access this course

#### **Essentials of Health Science**

The essentials of health science micro-course is intended to provide learners with a basic overview of the key concepts in human anatomy, physiology and chemistry. These concepts are intended to support those who have a general interest in health sciences or who are intending to undertake further study in health sciences.

Access this course

## **Library Skills**

Your assignment is only as good as your research. Let the library staff teach you how to build some serious research muscle, perfect referencing and avoid plagiarism.

Watch it here

## **Student Wellbeing Webinar**

As an Endeavour student, you will have exclusive access to wellbeing events including virtual webinars and movement classes (Qigong, yoga, meditation, and more).

#### Presented by:

Student Wellbeing Coordinator

#### **Student Life Events**

Monthly Student Life events are run online or on campus as a way for students to connect and engage outside of their studies. Events held throughout the year include tea blending workshops, DIY natural skincare, gut health, candle making and plenty more! Check out <u>upcoming events</u> by visiting the current student events section on the website.



# The first semester journey: engage and succeed

Welcome to your first teaching period at Endeavour College! This time will be exciting, challenging, and sometimes overwhelming. You will discover new learning technologies, academic communication and writing standards, referencing, and more.

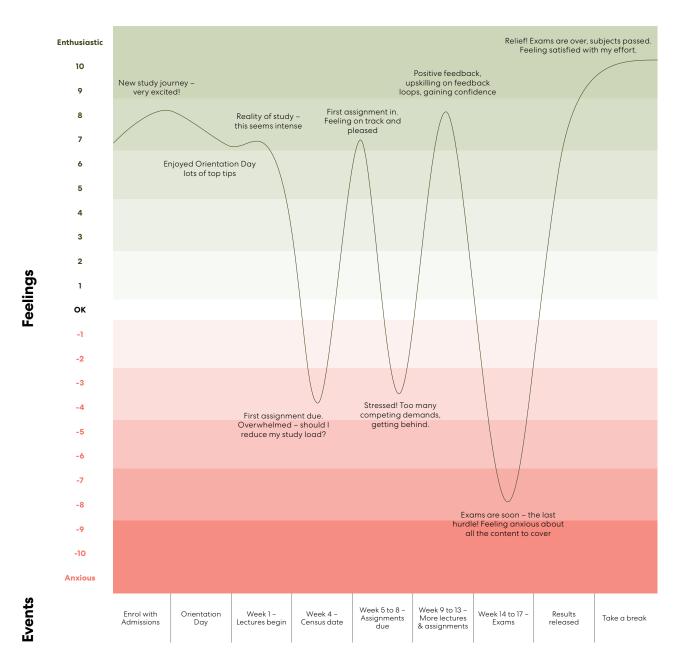
Taking in this new world of information can result in stress, anxiety, and a feeling of uncertainty (especially around assessment and exam time). It's an emotional rollercoaster! Please rest assured that these feelings are 100% normal during your first teaching period as, for many of you, this will be your first experience learning in a higher education setting. So, be kind to yourself and take small and steady steps as you transition into your studies.

The good news is, if you engage with your studies, attend Orientation Day and the free support sessions, you'll be more easily able to navigate your transition to studies. There are a lot of free support services available to help you succeed and remember to ask questions and seek help early. Planning and



Get instant support for your mental health any time of day or night through the **TalkCampus app**. Download the app from students.talkcampus.io/endeavour-college

Download the app from <u>students.</u> talkcampus.io/endeavour-college



# Study tips



#### Tick tock - watch the clock!

Plan your studies from day one, segment your lecture times, your study time, your assessment schedule and commit to it. Juggle it around until you get it right. After all, it is an investment in your future!



# Know your subject outlines

Read all your subject outlines multiple times throughout the teaching period. They contain vital information including essential readings, expected study hours, assessments and weightings and due dates. These will become an essential guide for every subject.



## Find a study buddy... or three

Be brave, connect with some people in the same subject, in one of your groups, via the forum, or through social platforms and form an informal study group – help each other to succeed and stay connected with your studies and goals.



#### Rest, relax and recharge

Plan your studies using time blocks. At times you will need to walk away and let yourself recharge and reconnect with friends and family. Often it helps kick your brain into another gear ready for the next study shift.



# Stay ahead

Read the set materials beforehand and complete any tutorial work/workshops before you start each class. This will help develop context and support new concepts and consolidation as you study.



## **Engage to achieve**

Engage in your studies from day one, week one. Students who attend ALL classes maximise their learning and success. Each class is a stepping stone towards your goal, so make it a priority to attend. Become tech savvy to support your study goals.



#### **Healthy habits**

Eat well, sleep well and exercise. All of this contributes to a healthy body and healthy mind. Study regularly and start assessments early – they always take longer than you think!



## Stay positive!

Be mindful, regularly take the time to take a break, check in with your thoughts and be in the present moment with a few deep breaths. Walk away if needed. Challenge the negative thoughts and replace them with positive. Be kind to yourself – you've got this!

# Study tips



## Weekly check in

Give yourself a weekly check in and connect to your study buddy, join tutorials or book an appointment with an academic via the LMS. For confidential counselling for study related or personal problems, connect with **TalkCampus app**.



## Boost your brain health

Sleep is important for memory recall and maintaining attention, both important factors when it comes to learning new information. Make certain you get a good night's sleep before all main assessments, quizzes and final exams!



## Study is a journey

Gaining a degree is going to take you outside of your comfort zone. You will meet new people that will offer different perspectives, concepts and ways of being. Take this opportunity to embrace your new world, new knowledge and the direction this will take you.



## Reward yourself

Study is hard work. After a successful major assignment, reward yourself. Celebrate your achievements (big and small) and remind yourself regularly of your strengths and career goals.



# **Practice period**

It will take at least one full study period to settle into College life and your studies. You'll have to initially invest a lot of time learning about academic expectations, researching, writing, and technologies, as well as your course content. Remember to be kind to yourself and give yourself a break if you have some hiccups along the way. Soon you will be a pro!



## Drop down, not out

Review your study load before census date and determine whether you need to drop a subject (or two) in order to be successful and remain in your studies. Always seek advice on which subjects to drop and what that impact may be on your financial assistance.



## Remember your goal!

What is your why? The reason why you started, your motivation, your goal, your inspiration, your aspiration. Check into your why, ensure this is the right path for you then get back to planning, taking action steps towards your progression to graduation and your career goals.

# **New student checklist**

**Tick, tick... It's time to get started!** Throughout your time at Endeavour, you will further develop your skills in organising and prioritising a number of competing and challenging tasks. And what better time to start than now? Work though the checklist below to keep your orientation on track.

Bef	fore Orientation
$\bigcirc$	Refer to Page 4 for information that will help prepare you for study.
Du	ring Orientation (Week 1 to Week 4)
0	Attend the Virtual Orientation information sessions and get to know your classmates, your support channels and get ready for your studies.
0	Access the Online Orientation Module to support you through your studies.
0	Log into the Student Portal and complete the eCAF application if you are using the Australian government FEE-HELP loan scheme or make a note of payment due dates.
0	Go to MyHELPbalance to check and manage your FEE-HELP balance.
0	Get familiar with the <u>Student Portal</u> and explore the resources, links and feedback tabs available to you.
0	Log into the <u>Learning Management System (LMS)</u> to find your subjects and information from your lecturers about subjects including forum posts, assessment topics and deadlines. FYI, subjects are opened one week prior to start date.
0	Get connected to College life through our campus Facebook pages (visit <u>Facebook</u> and find your campus), <u>Instagram</u> , <u>student events</u> (they're listed on the website) and <u>blog</u> posts.
0	Stay informed with the weekly student newsletter delivered to your eweb account every Wednesday morning.
0	If you have a disability, medical or mental health condition, or injury that may impact your studies, book a consultation with a Student Adviser via our LMS. Visit our <u>Access and Equity Program</u> page.
0	Download the <u>TalkCampus app</u> to get instant support for your mental health any time of day or night.
0	Familiarise yourself with the academic skills and support modules at the College. Jump onto the Orientation Week section on the LMS (this can be found under Learning Resources).
0	Start to plan your studies. Note down your start date, census date, and check your subject outline – this is your key to planning and understanding assessments, timings, and planning for success. Subject outlines can be found in the LMS and on the website.
0	Engage with your studies. Log into the LMS, find your first subject and watch the first lecture. You've officially begun!
0	Get help whenever you need it. We have a robust <u>FAQs section</u> on the website. Alternatively you can call student services on 1300 462 887 (ext. 2) or submit a ticket to connect with a student support team member via the Student Portal Assistance and Feedback tab.  Q <u>help.endeavour.edu.au</u>
Aft	er Orientation
	Download this checklist to help you stay on track and succeed in your studies.

# Stay connected

Going to College is about more than just studying. It's about developing connections with the people you meet during your learning journey - from fellow students to your lecturers and practitioners. Endeavour College offers you many ways to make and keep connections, both on campus and virtually!

## Take part in our student wellbeing events

Join us for free virtual wellbeing sessions such as QiGong, yoga and meditation. These are often run by fellow Endeavour students and are a great way to break up a study day and get your body and mind moving!

For all our upcoming student events, visit our events section on the website.

#### Join us on social media

For campus specific news and updates, be sure to like your local campus' Facebook page. To keep up to date with the College news and stories, follow us on Facebook, Instagram and LinkedIn.

## Lecturer and subject connections

Check in with your lecturers on a regular basis. You can do this in person, over email or through the LMS.

Endeavour students are currently eligible for two free clinic sessions.

> Find out more

#### Visit our clinics

Head to our Endeavour Wellness Clinics to experience firsthand what we teach. Our senior students are supported by industry professionals, so you're in safe hands. And with student discounts and promotions, it's a great way to keep your own health and wellness in check.



and surroundings on campus. We are committed to the health, safety and wellbeing of everyone who visits our campuses.

#### On campus connections

As well as our on campus Endeavour student exclusive events, we also provide students with breakout spaces, comfortable kitchens, virtual classrooms, study areas and free Wi-Fi.

#### Alumni connections

Connecting with alumni and people in the natural health industry is incredibly valuable. We regularly host events where you can hear from speakers who will share their journey, experiences, knowledge, and advice. For upcoming events, visit the current student events section on our website.

#### Get to know your local area

Familiarise yourself with the city, surrounding shops, cafes, public transport routes and feel comfortable with your local area.

- Campus Life Brochure Adelaide
- Campus Life Brochure Brisbane
- Campus Life Brochure Gold Coast
- Campus Life Brochure Melbourne
- Campus Life Brochure Perth
- Campus Life Brochure Sydney

#### Explore your local campus

Our campus tour videos give you an insight into what's available on campus and where to find places like the library, clinic and breakout areas. To watch your local campus tour video, select your campus here. Or why not join us for an in-person campus tour. Visit the current student events section on our website for details on our next tour.



# Your student support guide

## **Student Services Support**

We are here to connect you to essential support services throughout your educational journey.

**\** 1300 462 887 (option 2)

Q LMS (Help > Consultations)

Submit a ticket at help.endeavour.edu.au

# **Library Support**

The dedicated library team offer research and referencing skill sessions to assist you in finding resources and citing them correctly.

**\( \)** 1300 462 887 (option 5)

Q Library Information

#### Careers Service

The Careers Service offers guidance about any issue related to planning your career. Book a one-on-one consult with a careers adviser.

Q LMS (Help > Consultations)

## **LMS Support**

Contact the LMS team.

Submit a ticket at help.endeavour.edu.au

#### **Access and Equity Program**

The Access and Equity Program (AEP) connects students with a disability, mental health or medical condition with support services that facilitate fair and equal participation in all areas of College life.

Q LMS (Help > Consultations > Student Wellbeing)

#### TalkCampus App

Get instant support for your mental health any time of day or night through the TalkCampus app.

Q students.talkcampus.io/endeavour-college

#### **Academic Support**

Our Academic team are accessible to help you with your studies. Book an Academic Consultation via the LMS.

#### Q LMS (Help > Consultations)

Submit a ticket at help.endeavour.edu.au

#### **IT Assistance**

Submit a ticket for support at  $\underline{\text{help.endeavour.edu.au}}$ 

#### **Student Success Support**

Contact the Student Success team to discuss your study load.

#### Q LMS (Help > Consultations)

Submit a ticket at help.endeavour.edu.au

#### **Student Portal**

For assistance or feedback please log a ticket for support. Submit a ticket at **help.endeavour.edu.au** 

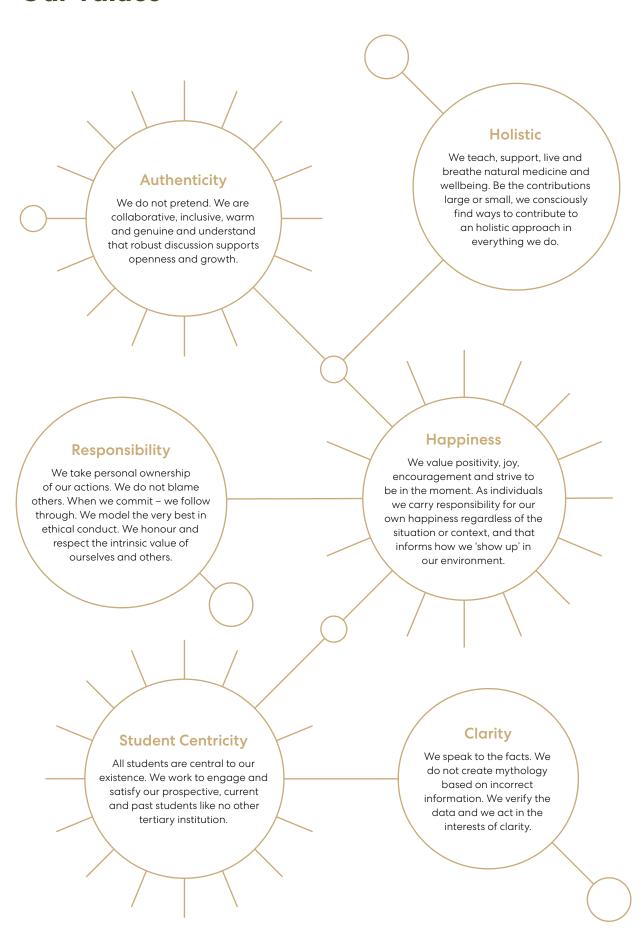
#### Studiosity

Online study support when you need it. To support you in your studies, we have launched a service that will provide you with online study help 24/7, 365 days a year – free for all Endeavour students.

Q LMS (Help > Studiosity)

If you have any further queries, visit the **Endeavour** website.

# **Our values**



This publication is intended as a general guide, the information is correct at the time of publishing. The College reserves the right to change any of the information to align with policies and procedures. Admissions requirements are confirmed at the time of enrolment and the College reserves the right to alter any course or admission requirements without prior notice to align with the Higher Education Industry guidelines.
© Australian College of Natural Medicine Pty Ltd T/A Endeavour College of Natural Health.
CRICOS: 00231G   HEP: PRV12070   RTO: 31489

Q endeavour.edu.au

**\** 1300 462 887