

INFORMATION SHEET

BE WHAT YOU WANT TO BE

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Online Study at CQEnglish

Studying online is an excellent opportunity that has many benefits. It's a chance for students to keep on track with their learning goals, it is convenient, and students can develop lifelong learning skills and grow as an individual. All these things are useful for their future study at CQUniversity.

What does 'online learning' mean at CQEnglish?

- 4 hours of classes per day, Monday – Friday with regular scheduled breaks
- The first 2 hr session will be on Zoom and the second session will be on Moodle or with other related tasks
- 3 drop-in sessions per week where students can get extra support, or speak to Director of Studies (DOS) or Senior Teacher about academic or non-academic issues, get 1-1 help and support, help with non-academic issues and well-being

The first two-hour session will be on Zoom and will be similar to a face-to-face classroom experience. Students will be able to see and hear their teacher and classmates for the full communicative and interactive online classroom experience.

Zoom has many useful and familiar features such as:

- An interactive whiteboard – for teacher and students to write on
- Screen sharing
- Breakout rooms (for pair work and small group work activities). The teacher can monitor these groups for error correction and feedback
- Chat and 'raise your hand' functions – students can still ask questions
- You will develop all four skills – reading, writing, listening and speaking as well as language
- The design of the program is still very communicative and focused on accuracy, fluency and gaining confidence in your developing skills
- Teachers will be planning lessons carefully to maintain the communicative nature necessary for language learning and to build rapport and personal relationships with and between students

In the second two-hour session we'll be using Moodle and other platforms to complete tasks set by the teacher

- Students will work individually, with a partner or in a small group depending on the task
- Students will have instant support from the teacher and instant feedback, as required (the teacher will be monitoring the whole 2 hours)
- You will be able to contact your teacher during this time for questions and support and they will be able to comment on your work

Other information

- For classes where students are still offshore, DOSs will consider time zones and classes will start in the afternoon (1pm or 2pm, tbc)
- Maximum 18 students to a class. The same low ratio of face-to-face classes
- Students still receive all learning materials necessary to complete the course
- We will still be monitoring attendance and academic progress to help students stay on track, so students will be expected to attend
- Students will need to manage time, plan workload and commit to the schedule.

To study successfully online, students will need access to:

- Access to a computer with audio and camera
- A reliable internet connection
- Writing materials such as notepads and pens
- A quiet learning environment

Students need access to the following platforms. They can be downloaded (for free) and login details are the student's CQU login details. **This will all be explained in a Welcome Guide DOSs will send to all students prior to their course commencing**

Moodle

When you study with us, you'll have access to our learning management system, called Moodle. As well as enabling our online course delivery, Moodle supports all our on-and-off campus learning. In Moodle you can:

- ✓ view class and assessment timetable
- ✓ view course content and materials
- ✓ upload assignments
- ✓ complete independent learning tasks
- ✓ communicate and collaborate with your peers, tutors and instructors

Zoom

Zoom offers quality video, audio, and a wireless screen-sharing performance. To download Zoom you will need to visit <https://zoom.us/download>. Your zoom meeting invitation link will be sent to your student email prior to the commencement of your course. You just need to click the link and follow the pop-up instructions to join the class.



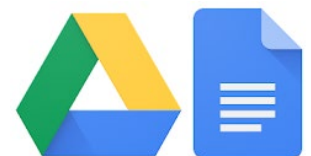
Microsoft Teams

Teams is a chat-based collaboration tool that provides online students with the ability to work together and share information via a common space. You can use features like document collaboration, one-on-one chat, team chat, and more. Your teachers will establish a team group for communication in your first few lessons. To download Microsoft Teams please visit <https://teams.microsoft.com/downloads>.



Google Drive and Google Docs

Google Drive is a file storage and synchronization service. It allows you to store files, access synchronized files across devices, and share files. Google Docs is an online word processor that lets you create and format documents and work with other people.



CQUniversity Mobile App

The CQUniMobile app provides you with quick access to key University information and systems from your mobile device, such as CQU email and Moodle. You may wish to download it if you want to stay connected via a mobile device such as a smartphone or tablet.



Our Expectations

CQUniversity English Learning and Teaching Principles

At CQUniversity our aim is to promote teaching excellence and ensure our English language courses are of the highest quality. We believe the following areas are very important for student success and wellbeing. We will work with students to make sure they benefit from personalized support to achieve their learning goals and are successful in both their English language courses and CQUniversity main course.

