Welcome! Use this checklist to make sure you are prepared. Check off each activity as you complete it during Orientation Week and in the first week of semester.

Find an electronic version of this checklist at [www.cdu.edu.au/environment/student-resources](http://www.cdu.edu.au/environment/student-resources)

Contact us if you need help: [environment@cdu.edu.au](mailto:environment@cdu.edu.au)

### On Campus O Week Program

- Student Panel
- Campus Tour
- International House Darwin Tour
- Library Tour
- Exhibition
- Academic Session
- International Student Orientation Morning Session
- International Student Orientation Afternoon Session
- Thursday preparation for study sessions
- Get Activated – drop in session
- Learnline – drop in session
- Prepare Your Timetable – drop in session
- Library 101

### Explore CDU Casuarina Campus

Visit these locations on guided or self-guided tours. Download the [campus map](http://www.cdu.edu.au).

- Academic Liaison Unit
- Bookshop
- Bus Stop (for internal students)
- Course Coordinator Office (or phone number)
- Each room listed on your timetable
- International House (if applicable)
- IT Kiosk
- Library
- Office of International Services (if applicable)
- School of Environment Reception
- Student Central
Learnline
Complete during the O Week Learnline Sessions or online at home

- [ ] Learnline Student Orientation Module Complete the module during O Week sessions

Setting up IT

- [ ] Activate your student computer account
- [ ] Get your student card (Orange 1)
- [ ] Activate your student email
- [ ] Set up a forwarding email process on your student account to your personal one to make sure you don’t miss important emails from CDU.
- [ ] IT Kiosk or Helpdesk [Information Technology Management and Support](http://www.cdu.edu.au/itm) (ITMS)
- [ ] Connect to wireless internet if on campus

Enrol

- [ ] Check your study plan
- [ ] Select your units for Semester 1
- [ ] Speak with your Course Coordinator or the ALU if you need assistance to select units
- [ ] Have your course and unit codes ready
- [ ] Make sure your student account is activated
- [ ] Access [My Student Info](http://www.cdu.edu.au/)
- [ ] Check all your details on My Student Info are correct
- [ ] Domestic students: make sure your course enrolment and fee details are confirmed
- [ ] Enrol in your units online by adding or removing units. Remember to confirm.
- [ ] Print your receipt of enrolment

Prepare for study

- [ ] Review the School of Environment [Student Expectations](http://www.cdu.edu.au/)
- [ ] Note down your Course Coordinator and Unit Coordinator names and email addresses
- [ ] Make an appointment to speak with your course coordinator if you need help with your study plan, choosing units or advanced standing
- [ ] Read your Unit Information Guide
- [ ] Mark important dates in your dairy. Include assignment due dates as soon as you get your unit information: you might want to use a semester plan
- [ ] Check your booklist for each enrolled unit.
- [ ] Purchase or collect unit learning materials
- [ ] Check and record your class timetable, and visit each location in advance
- [ ] Explore [Scholarship](http://www.cdu.edu.au/scholarship) opportunities and apply
### Academic Support

- **Subscribe** to alerts for [Academic Language and Learning Success Workshops](#) (ALLSP).
- Access, bookmark and use the [Study Skills website](#). Very useful information and tips on becoming a confident and successful student.
- Take the [Online Microsoft Office Training](#) if you want to develop your skills

### Library

- Take the [virtual library tour](#)
- Note down the [Liaison Librarian’s](#) name for your area of study (Bernadette Royal)
- Sign up for [Library Workshops](#), especially in researching and referencing.
- Visit [online Libguides](#)
- Find the [Online Library Tutorials](#)
- Manage your [borrowing](#) and [printing](#)
- Learn how to reference correctly with the [CDU Library Referencing Guide](#)
- Learn how to use [EndNote](#) and sign up for the next workshop

### Visit CDU Online & review resources available

- [Orientation & Beyond](#)
- [Student Central](#) – first point of call for CDU
- [Important Dates](#) – including all census dates
- [Course Catalogue](#) – know your course structure
- [Academic Liaison Unit (ALU)](#) – course progression and advanced standing
- [School of Environment Website](#) – contact info, school information, field trips and prizes
- [RIEL Website](#) – Research Institute for the Environment and Livelihoods
- [Student Support Services](#) - study help, concerns and complaints, financial assistance, IT support, external student support
- [Equity Services](#) - disability services, counselling, careers and employment, accommodation
- [ALLSP](#) - academic assistance
- [Library](#)

### Connect with School Community and Professional Groups

- Like the [School of Environment Facebook](#) Page
- Sign up for the [RIEL](#) Mailing List to hear about weekly seminars and other events
- Join the [CDU Student Association](#)
- Sign up for the School of Environment [Student Course Advisory Group](#)
- Join the [CDU Enviro Collective](#)
- Attend [Bachelor of Science Honours](#) proposal and result seminars during semester
- Join the [Ecological Society of Australia](#)
- Join the [Environment Institute of Australia and New Zealand](#) (EAINZ)
- Join the [NT Field Naturalists Club](#)
- Join the [Top End Native Plant Society](#)
- Join the [Environment Centre NT](#)