



The
Learning
Centre

SPRING 2025

THE LEARNING CENTRES PRESENTS

Your Guide to Learning Services and Workshops

The Learning Centres is proud to offer this comprehensive listing of services and workshops for KPU students.

The services outlined in this booklet are FREE for all KPU students.



The KPU VISION 2026 Academic Plan declares a commitment to enhancing student success, advancing teaching practices, and supporting international student success and retention. The Learning Centre works to further these goals by providing wide-ranging learning and support services. These services promote academic and digital literacy by means of diverse teaching practices, including live and independent online workshops. The collaborative spaces of the Learning Centres also facilitate high levels of international student engagement, due in part to their effective support services and rewarding work opportunities.

Feedback

Your comments about, and suggestions for, the Learning Services Workshop Guide are welcome. Please feel free to provide feedback via email to:

tlconline@kpu.ca

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TLC Services



LEARNING STRATEGIST CONSULTATIONS

Learning Strategists are available on all campuses and offer students an opportunity to:

- » Develop a personalized learning profile and study plan for academic success
- » Learn more about individual strengths and weaknesses
- » Improve note-taking skills to allow for better retention of information
- » Develop time management and organizational skills
- » Learn how to cope with distractions and improve concentration
- » Learn strategies to remember many facts and formulas
- » Find ways to increase processing speed and memory capacity
- » Increase academic vocabulary
- » Develop strategies for working with sequences and visual patterns
- » Learn how to stay motivated and focused
- » Develop better test taking strategies
- » Learn how to reduce test anxiety
- » Become a more efficient reader and/or writer
- » Learn how to self-advocate and seek helpful resources at KPU

Learning Strategists also consult with academic faculty to provide assistance in learning approaches or strategies for working with a broad range of students. Working with the Learning Centre staff and tutors, they also offer workshops on request or as part of the Learning Centre programs designed to promote learning excellence. Learning Strategists work as partners and can help in the planning, implementation and delivery of certain aspects of courses including curriculum development. To book an appointment with a Learning Strategist, please visit tlc.kpu.ca.

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ACADEMIC SKILLS DEVELOPMENT

Check out our programs for students success. Access self-help resources such as learning aids, interactive workshops, and videos that provide guidance and instruction on a range of academic skills. Additionally, our workshops led by faculty, staff, and tutors are outlined in this booklet.

PEER TUTORING

Peer tutors are highly trained KPU students who provide a wide range of subject area tutoring and writing support across the disciplines. You can book a face-to-face or online appointment at tlc.kpu.ca.

Tutors are available at all campuses and can provide support for the following:

<i>Accounting</i>	<i>English Writing</i>	<i>Mandarin</i>
<i>Anthropology</i>	<i>Entrepreneurial Leadership</i>	<i>Marketing</i>
<i>Astronomy</i>	<i>Fashion</i>	<i>Mathematics</i>
<i>Biology</i>	<i>Fine Arts Digital Media</i>	<i>Music</i>
<i>Business</i>	<i>French</i>	<i>Philosophy</i>
<i>Business Math</i>	<i>Geography</i>	<i>Physics</i>
<i>Business Statistics</i>	<i>History</i>	<i>Political Science</i>
<i>Chemistry</i>	<i>Horticulture</i>	<i>Psychology</i>
<i>Communications</i>	<i>Human Anatomy</i>	<i>Reading</i>
<i>Computer Information Systems</i>	<i>Human Resources Management</i>	<i>Sociology</i>
<i>Computer Science</i>	<i>Interior Design</i>	<i>Spanish</i>
<i>Computer-Aided Design</i>	<i>Japanese</i>	<i>Statistics</i>
<i>Criminology</i>	<i>Learning Strategies</i>	<i>Study Skills</i>
<i>Economics</i>	<i>Legal Administrative Studies</i>	<i>Traditional Chinese Medicine</i>
<i>English</i>	<i>Linguistics</i>	<i>Design</i>
<i>English as a Second Language</i>	<i>Mahara</i>	<i>Writing</i>

WE'RE CONNECTED!

Faculty support at the Learning Centres

Each semester, the English Department and the Faculty of Academic and Career Preparation offers the service of faculty instructors who train and mentor our writing tutors, as well as tutor students directly at the Learning Centres.

The Mathematics Department also supports Math development at the Learning Centres by providing various math instructors who work with our tutors and assist students seeking help.

Office Hours at the Learning Centres

The Learning Centres welcome faculty who wish to host office hours to assist their students. Instructors from our seven Faculties can be found in various Learning Centres across campuses, supporting students and tutors.

If you are an instructor who wishes to offer office hours in our flexible and supportive environment, please feel free to contact your local Learning Centre.

How to Register for a Workshop

To register for an Academic Skills Workshop, please follow the steps below:

STEP 1 Go to kpu.ca/learningcentres to sign up


STEP 2 Select **Check Out Our Workshops** on the main page



STEP 3 Click to **view upcoming workshops**

 To see our upcoming workshops, **Click here.** 

 To request a workshop, **Click here.**

STEP 4 Click on the desired **workshop to register** 

Academic Skills Workshops

SPRING 2025

To view and register for workshops, visit

➤ kpu.ca/learningcentres/upcoming-workshops



Date	Time	Workshop Title
Tue, Jan 7	12:00 - 1:00 pm	Welcome Week - Your First 13 Weeks
Thu, Jan 9	12:00 - 1:00 pm	Welcome Week - Time Management Strategies
Fri, Jan 10	12:00 - 1:00 pm	Welcome Week - Reading Texts and Taking Notes
Mon, Jan 13	12:00 - 1:00 pm	Time Management Strategies
Mon, Jan 13	5:00- 6:00 pm	Pebble Pad Basics
Tue, Jan 14	12:00 - 1:00 pm	Learning Strategies for Working Students
Tue, Jan 14	2:00 – 3:00 pm	Plan Your Semester
Wed, Jan 15	10:00 – 11:00 am	Learning to Learn Online
Wed, Jan 15	12:00 - 1:00 pm	Excel: Basic Skills for University Students
Thu, Jan 16	10:00 – 11:00 am	University Essays: First Steps
Thu, Jan 16	1:00 – 2:00 pm	Improving Sentence Structure
Fri, Jan 17	11:00 – 12:00 pm	Reading Texts and Taking Notes
Fri, Jan 17	12:00 - 1:00 pm	Plan Your Semester
Sun, Jan 19	17:00- 8:00 pm	Pebble Pad Basics
Mon, Jan 20	10:00 – 11:30 am	Writing in Biology
Tue, Jan 21	11:00 –12:00 pm	Developing Reading Skills
Tue, Jan 21	2:00 –3:00 pm	Word: Formatting Your Assignment

Date	Time	Workshop Title
Tue, Jan 22	12:00- 1:00 pm	Writing and Editing your ePortfolio
Tue, Jan 22	3:00 – 4:00 pm	Excel: Basic Skills for University Students
Thu, Jan 23	10:00 – 11:00 am	Time Management Strategies
Fri, Jan 24	12:00 – 1:00 pm	Learning to Learn Online
Fri, Jan 24	3:00 – 4:00 pm	Excel: Intermediate Skills for University Students
Mon, Jan 27	9:00 – 10:00 am	Learning Strategies for Working Students
Tue, Jan 28	11:00 – 12:00 pm	University Essays: First Steps
Tue, Jan 28	12:00 – 1:00 pm	Pebble Pad Basics
Wed, Jan 29	10:00 – 11:00 am	Say “No” to Procrastination
Thu, Jan 30	12:00 – 1:00 pm	Quote, Paraphrase and Summarize (Writing More Effective Paraphrasing)
Fri, Jan 31	2:00 – 3:00 pm	Pronunciation for Clear Speech
Fri, Jan 31	4:00 – 5:00 pm	Word: Formatting Your Assignment
Mon, Feb 3	10:00 – 11:00 pm	Master Your Memory
Tue, Feb 4	11:00 – 12:00 pm	Four Steps to Paraphrasing
Tue, Feb 4	1:00 – 2:00 pm	Reading Texts and Taking Notes
Wed, Feb 5	10:00 – 11:00 am	Strategies to Increase your Focus and Attention
Wed, Feb 5	12:00 – 1:30 pm	Write It Out: Find Your Writing Voice
Thu, Feb 6	4:00 – 5:30 pm	Writing in Biology
Fri, Feb 7	5:00 – 6:00 pm	Pebble Pad Basics
Mon, Feb 10	12:00 – 1:00 pm	Write In Your Own Words
Wed, Feb 12	12:00 – 1:00 pm	Exam Preparation Strategies
Wed, Feb 12	4:00 – 5:00 pm	Making Your Writing More Concise
Thu, Feb 13	12:00 – 1:00 pm	Time Management Strategies

Date	Time	Workshop Title
Fri, Feb 14	10:00- 11:00 am	Learning From Mistakes
Tue, Feb 18	11:00 – 12:00 pm	Academic Boost Camp: Reading and Notetaking for Exam Preparation
Tue, Feb 18	12:00 – 1:00 pm	Academic Boost Camp: Strategies for Working and Studying Students
Wed, Feb 19	11:00 – 12:00 pm	Academic Boost Camp: Overcoming Procrastination
Wed, Feb 19	12:00 – 1:00 pm	Academic Boost Camp: Memorization and Learning Strategies
Sat, Feb 22	2:00 – 3:00 pm	Pebble Pad Basics
Mon, Feb 24	12:00 – 1:00 pm	Quick Energizers: Getting Back in Focus
Wed, Feb 26	12:00 – 1:30 pm	Writing in Biology
Wed, Feb 26	11:00 – 12:00 pm	Presenting Content Visually
Wed, Feb 26	4:00 – 5:00 pm	Improving Sentence Structure
Thu, Feb 27	12:00 – 1:00 pm	Writing and Editing your ePortfolio
Fri, Feb 28	11:00 – 12:00 pm	Quote, Paraphrase and Summarize (Writing More Effective Paraphrasing)
Mon, Mar 3	12:00 – 1:00 pm	Learning Strategies for Working Students
Tue, Mar 4	11:00 – 12:00 pm	Four Steps to Paraphrasing
Wed, Mar 5	12:00 – 1:00 pm	Getting the Best Out of Group Projects
Thu, Mar 6	10:00 – 11:00 am	Preparing for End of Semester
Fri, Mar 7	2:00 – 3:00 pm	Enhancing your Study Skills with Learning Approaches
Sun, Mar 9	7:00 – 8:00 pm	Pebble Pad Basics
Mon, Mar 10	11:00 – 12:00 pm	Writing and Editing your ePortfolio
Mon, Mar 10	4:00 – 5:00 pm	Presentation Skills for Multilingual Students
Wed, Mar 12	10:00 – 11:00 am	Learning From Mistakes

Date	Time	Workshop Title
Thu, Mar 13	10:00 – 11:00 am	Master Your Memory
Fri, Mar 14	12:00 – 1:00 pm	Balancing Life and Learning
Mon, Mar 17	12:00 – 1:00 pm	Quote, Paraphrase and Summarize (Writing More Effective Paraphrasing)
Tue, Mar 18	11:00 – 12:00 pm	Exam Preparation Strategies
Wed, Mar 19	11:00 – 12:00 pm	Time Management Strategies
Thu, Mar 20	1:00 – 2:00 pm	Reading Texts and Taking Notes
Fri, Mar 21	10:00 – 11:00 am	Say “No” to Procrastination
Mon, Mar 24	12:00 – 1:00 pm	Quick Energizers: Getting Back in Focus
Tue, Mar 25	12:00 – 1:00 pm	Preparing for End of Semester
Thu, Mar 27	1:00 – 2:00 pm	Preparing for Open Book and Online Exams
Fri, Mar 28	12:00 – 1:00 pm	Mastering Exams with Confidence
Thu, Apr 3	12:00 – 1:00 pm	Exam Preparation Strategies



Please note that our schedules may change, for the most updated workshop schedule, please visit

➤ kpu.ca/learningcentres/upcoming-workshops

CAN'T MAKE IT TO A LIVE WORKSHOP?

Join the following available anytime asynchronous workshops!

➤ kpu.ca/learningcentres/workshops

- » Effective Editing
- » Time Management Strategies
- » Reading Texts
- » Power Phrasing: Using Information from Sources
- » Work Effectively in Teams
- » Exam Preparation Strategies
- » Pushing Back Against Procrastination
- » Reflective Writing



How to Book a Peer Tutor



Book an appointment with a peer tutor for more explanation related to course concepts.

Book an appointment with a Learning Strategist for issues related to your study skills.

STEP 1 To sign up, visit
➤ tlc.kpu.ca

STEP 2 Search for a **Tutoring Subject** or a **Tutor's Name**

STEP 3 Select a **time** and **tutor** that works for you

STEP 4 Fill in the **appointment details** in the form

STEP 5 Make sure to **select the required appointment** (online or in-person)

STEP 6 **On the day of the appointment:**

- » For online appointments, log into tlc.kpu.ca, click on the Calendar tab in the dashboard to view upcoming bookings and click on the blue arrow to launch the eClassroom
- » For in-person appointments, please visit the Learning Centre you've booked the appointment at

STEP 7 Watch this video to learn more on how to prepare yourself for the online session:
➤ kpu.ca/online-tutoring

English Language Support for Multilingual Students

The Learning Centres at KPU offer support around writing, grammar, vocabulary, speaking, and listening skills to students.

For further information, please visit

➤ kpu.ca/learningcentres/workshops/english-language-support-multilingual-students



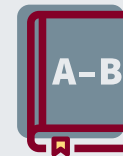
WRITING



GRAMMAR



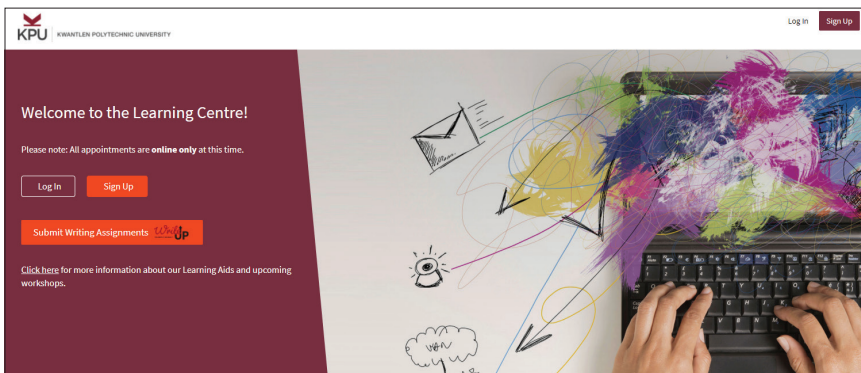
VOCABULARY



SPEAKING



LISTENING



How to Get Writing Help

We provide KPU students with access to online writing feedback services through WriteUp and WriteAway. These services allow KPU students to submit writing assignments online to receive written feedback from a trained writing tutor within 1–3 days. Follow the steps below to get writing help:



- STEP 1** Visit tlc.kpu.ca and log in with your KPU student number and password
- STEP 2** Click on “**Submit writing assignment here**”
- STEP 3** Click on “**Request Assignment Help**”
- STEP 4** Fill in the required information, attach the assignment and then click “**Submit**”



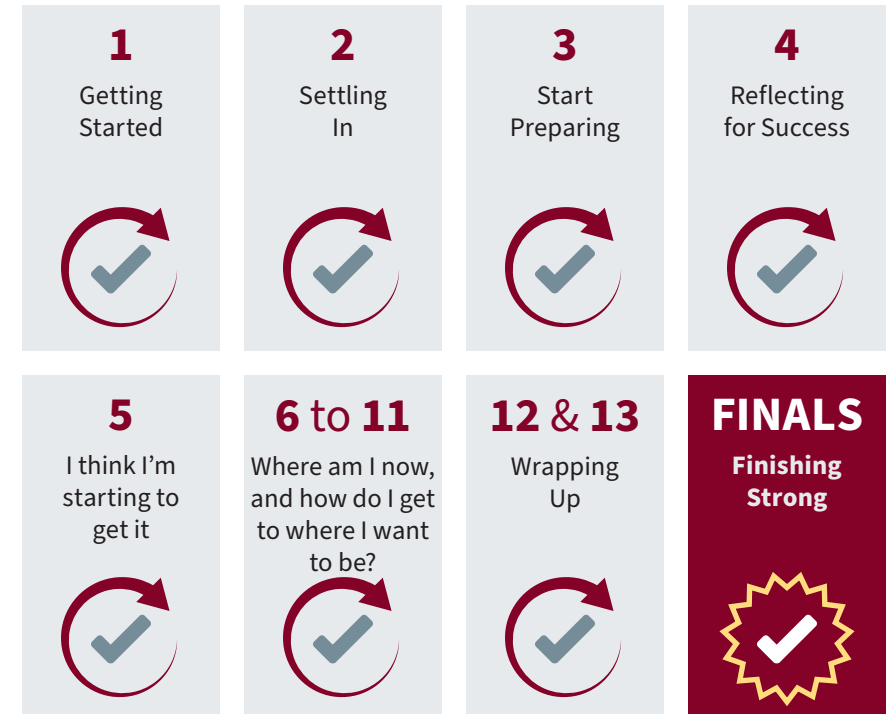
- STEP 1** Go to writeaway.ca/connect and select “**KPU**” from the list
- STEP 2** Select “**Submit your Assignment**”
- STEP 3** Fill in the required information, **upload your assignment**, and **submit**

Your First Semester in 13 Weeks

Your first semester will be filled with new experiences and learning opportunities, and you should aim to do the best that you can throughout the semester. This site has been specially prepared to help you stay on track, just click on the weeks to see what skills, resources, events and information you should be familiar with at every point during the semester.



To get started, go to kpu.ca/learningcentres/first-13-weeks



Don't hesitate to book an appointment with a Learning Strategist if you need more clarification.

➤ kpu.ca/tlc



KPU 101

Thriving in Action

6 WEEKS X 1.5 HOURS PER WEEK



Register here:

» kpu.ca/learningcentres/kpu-101-thrive-action

Thriving in Action is a program that has been proven to enhance student well-being, confidence and competence in managing university studies successfully.

KPU 100

Introduction to KPU



Excited about your studies? Get prepared with some highly effective learning and life strategies before you start the upcoming semester.

This non-credit program is offered completely free to KPU students.

Find out more here:

» kpu.ca/kpu100

KEY CONTENT

- » Personal goals development and maintaining focus in an online environment
- » Time-management
- » What is the science behind deep learning theory?
- » Why do we need a growth mindset?
- » Methods and strategies to read texts and take notes
- » Proven memory strategies
- » Why is physical activity and exercise necessary for learning and well-being?
- » Why is sleep and self compassion so important?
- » The power of questioning
- » How to cultivate optimism and resilience
- » How to communicate effectively online
- » Strategies to work in groups and teams online
- » Improve your test taking skills

KEY CONTENT

- » Grit
- » Willpower & Habits
- » Growth Mindset
- » Curiosity & Creativity
- » Awe & Meaningfulness
- » Sense of Belonging
- » Character Strengths
- » Gratitude
- » Group Work
- » Intentionality
- » Micro-Resilience
- » Note-Taking
- » Optimism
- » Self-Compassion
- » Studying
- » Test-Taking & Feedback

For more information, visit

» kpu.ca/tlc

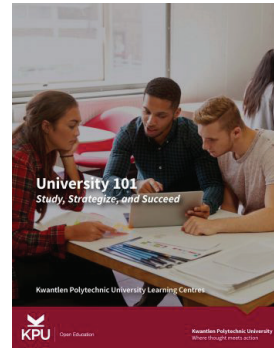


Online Self-Paced Resources

UNIVERSITY 101

By taking the time to read this book and work through the exercises included, you are investing in the skills that will support you in all of your classes and future learning.

➤ kpu.pressbooks.pub/studystrategizesucceed



READING TEXTS

Learn effective techniques for reading textbooks, articles, research studies and manuals at your own pace.

➤ kpu.pressbooks.pub/readingtextsworkshop



LEARNING TO LEARN ONLINE

You will be introduced to effective learning strategies: time management for online learners, information management, professional communication, and reading strategies. Welcome to your online learning journey!

➤ kpu.pressbooks.pub/learningtolearnonline



TIME MANAGEMENT FOR BUSY STUDENTS

Learn strategies to becoming a stronger and more efficient learner at anytime and anywhere you like.

➤ kpu.pressbooks.pub/timemanagement



ACADEMIC WRITING BASICS

Designed specifically for Kwantlen Polytechnic University students, this Pressbook offers interactive activities and strategies for developing academic writing skills. Learners have the opportunity to review key parts of the writing process from interpreting their assignment instructions, to organizing their ideas, drafting their writing, and revising their work.

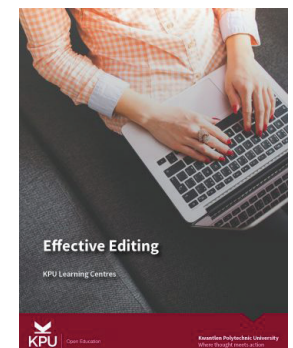
➤ kpu.pressbooks.pub/academicwritingbasics



EFFECTIVE EDITING

Improve your writing by developing strong editing skills. In this interactive online workshop, you will learn a systematic process for editing your writing. You will also learn some effective tips for proofreading grammar, spelling, and mechanics.

➤ kpu.pressbooks.pub/effectiveediting

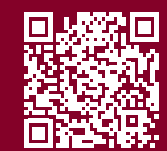




<p>TIME MANAGEMENT 28:14 Time Management Workshop Webinar - Interactive</p>	<p>READING TEXTS AND TAKING NOTES 27:46 Reading Texts and Taking Notes Webinar Workshop - ...</p>	<p>Using TutorOcean for KPU Faculty 02:45 Using TutorOcean for Faculty.mp4</p>
<p>01:44 Joining an Online Session from a Phone or Tablet...</p>	<p>Online Tutoring Session Tools & Features KPU TutorOcean at tlc.kpu.ca 04:58 Online Tutoring Session Tools and Features.mp4</p>	<p>Discussion Forums in Moodle for KPU Students 03:59 Using Discussion Forums in Moodle</p>
<p>How to Book Tutoring Sessions Online 02:12 TLC Book Tutoring Sessions</p>	<p>01:00 Changing Tutoring Appointment from In-Person to...</p>	<p>04:31 Preparing for an Online Tutor Session</p>

Can't find what you want here?

Go online and check out some of our online video tutorials!



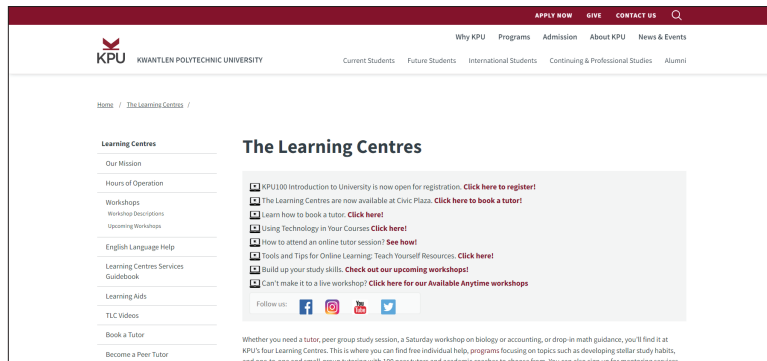
Visit our YouTube channel at

Self-Help Resources

THE LEARNING CENTRES WEBSITE

The Learning Centres website provides students with access to a wide range of learning resources and services. Through this website, students can book a face-to-face or online tutor, schedule a session with a Learning Strategist, learn more about upcoming academic workshops, and access supplementary Learning Aids.

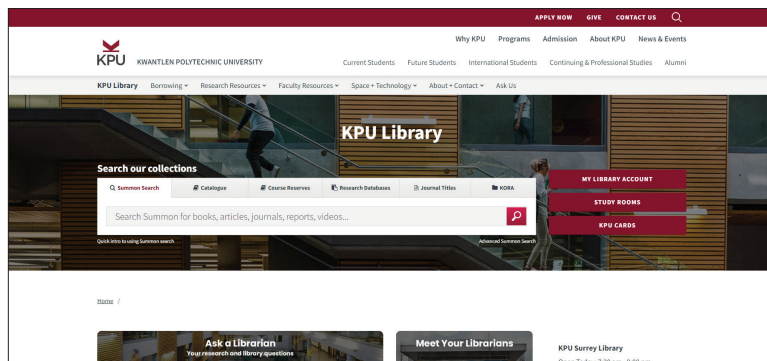
➤ kpu.ca/learningcentres



LIBRARY WEBSITE

The Library website provides access to a wealth of scholarly resources in both print and electronic formats. On the Library website, you'll find links to a range of services to help you achieve your learning goals. This includes access to the library catalogue, online materials, research guides, citation guides, and more!

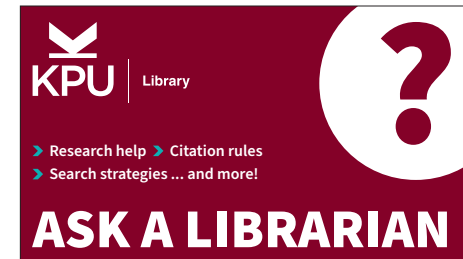
➤ kpu.ca/library



ASKAWAY: ASK A LIBRARIAN

AskAway is a free chat service that allows students to ask librarians questions about research or citations in real time. In addition to chat, you can also find information about how to email, call, or speak one-on-one with a librarian.

➤ kpu.ca/askalibrarian



A STUDENT'S GUIDE TO FINDING & USING THE BEST SOURCES

Use this guide to learn research skills.

➤ kpu.pressbooks.pub/doingresearch

Doing Research has four sections, one for each part of the research process, which detail the steps for approaching research in a library setting. Topics covered include “Developing your Research Question” and “Popular and Scholarly Articles”. It is perfect for a student new to research and a refresher to an experienced researcher.





Library Research Skills

KPU Librarians can help you develop and refine your research and information literacy skills.

KPU Library offers a variety of collections and services. Your instructor might arrange to have a librarian teach you basic research skills and orient you to the library, and we also encourage students to explore our on line learning resources and reach out to librarians. Librarians can help you via chat, text, Zoom, one-on-one appointments, or through email. We welcome all your questions about research and the library. Ask Us!

➤ kpu.ca/library/services/askus

VISIT THE RESEARCH HELP DESK!

Each campus has a Research Help Desk where you can get help directly from a KPU Librarian. Librarians are happy to help with research and citation questions.

You can also Contact Your Librarian if you wish to get in contact with your Liaison Librarian for one-on-one help. Every KPU Department has a dedicated Librarian.

➤ kpu.ca/library/contact-your-librarian

Library Research Resources

RESEARCH GUIDES

These subject specific guides are the ideal place to start your research for a class assignment.

➤ libguides.kpu.ca

RESEARCH STRATEGIES

Learn search techniques for the ideal approach to find the best information for your assignment, either from library resources or the open web.

➤ libguides.kpu.ca/research

CITATIONS & PLAGIARISM

Kwantlen Polytechnic University has very strict policies around plagiarizing. Make sure you are citing your sources properly with these guides.

➤ libguides.kpu.ca/citations

COPYRIGHT GUIDELINES

Don't break any copyright laws. Learn about Fair Dealing and be sure about what you are able to copy, across a variety of formats, for academic use.

➤ libguides.kpu.ca/copyright

Contact Information

➤ kpu.ca/library

📞 604-599-2103 KPU Surrey
604-599-3111 KPU Richmond
604-599-3204 KPU Langley
604-598-6030 KPU Tech





Contact Information

➤ kpu.ca/learningcentres/contact-us

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604-599-3444 KPU Langley
604-598-6062 KPU Tech

Follow us at
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For more information, visit
➤ kpu.ca/learningcentres

