



## UNSW Healthy Universities (HU) Initiative

### Instructions to access the HU: Mental Wellness Module

The Moodle site can be located here: <https://moodle.telt.unsw.edu.au/course/edit.php?id=50048>

### The Self Enrolment Keys are:

Instructors to enrol as **Teaching Assistant:** WeCare  
Auditor (tutors):        ucare  
Student:                    icare

## The Resource:

The module has 4 sections:

- Keeping on track
- Maintaining a balance
- Managing your studies
- Need HELP right now?

### Self management resources for success and wellbeing

Self-management is the capacity to work effectively towards meaningful goals, and be flexible in the face of setbacks (Cranney & Nithy, 2015). This course contains 4 modules, which each have resources and tools that are designed to foster self management skills with the goal of enhancing your academic success and wellbeing. Another recommended resource is 'The Rubber Brain: A Toolkit for Optimising your Study, Work and Life' (available from the UNSW Bookshop for about \$30)

#### Modules



#### NEED HELP right now?

Use this link if you need help managing your studies or health immediately

[Read](#)



#### Keeping on track

Resources for looking ahead, setting goals, and managing yourself in the moment

[Read](#)



#### Maintaining a balance

Resources to help you manage stressors and maintain physical and psychological wellness while you study

[Read](#)



#### Managing your studies

Resources to help you maximise the effectiveness of your study efforts

[Read](#)

# Keeping on track

## Time management and getting things done

What are your important things? Why are they important to you?

But let's now assume that you know what is important to you, and one of these things is at least passing all your courses this term. Most students (actually, most humans) find **time-management** a challenge, so here are a few evidence-based tools that could help you with that.

Some Scheduling Time Activities:

Activity	Description
 <b>Assessment Time Management Tool</b>	Use this worksheet to plan how to make time to work effectively on each of your course assessments.
 <b>WOOP goal striving tool</b>	Use a science-based approach to strive effectively toward a specific goal.
 <b>168 hour week</b>	Use the worksheet to monitor and better plan your time across the week.
 <b>Goal prioritisation Tool</b>	Use this approach to effectively prioritise your 'to do' task list.
 <b>Developing career readiness</b>	Scan UNSW Careers web page, and meet with a Careers Adviser. Why? Prepare for your career so you are more likely to gain the graduate position you want.
 <b>Additional time management tools/resources</b>	Looking for additional resources? Check out this list of helpful links
 <b>SCIENCE: of self-knowledge to inform goal setting</b>	Read brief article on psychological science of self-knowledge, which can lead to more effective goal setting & pursuit.
 <b>SCIENCE: on WOOP tool to promote goal attainment</b>	Video explains basic WOOP approach.



## Procrastination

In addition to time management, students also report **procrastination** as one of their top 3 issues. There are many reasons underlying procrastination, including a tendency toward perfectionism, which is fairly common among UNSW students. There are some up-sides to perfectionism (eg being motivated to do well), but often perfectionism stops us from 'getting important things done', like submitting a 'good enough' assignment.

Below are some activities that may help. But if you are too paralysed to try them, then please, ask for help from the CAPS team, Headspace, or get a referral from your GP to obtain evidence-based assistance from a professional - the sooner you get a handle on this maladaptive behavioural tendency, the sooner you can enjoy and be successful in your studies, and in your work.

Activity	Description
 UNSW Student-led resource on procrastination	Watch these videos & then choose a strategy to decrease your procrastination.
 UNSW Student-led resource on perfectionism	Watch these videos & then choose a strategy to decrease your non-productive perfectionism.
 Wellcast on automatic negative thoughts	Watch this video & then choose a strategy to decrease your ANTs.
 Self help tool for serious procrastination	Do it now! Use an evidence-based approach to deal with your serious procrastination.
 If the P's are problematic for you, get help now	Get help NOW from the experienced professionals at CAPS (not later when it may be too late).
 Procrastination: More resources/tools	Looking for more? Check out this useful list of resources
 SCIENCE: Effective strategies to deal with academic procrastination	Read about a study that compared two common psychological approaches in alleviating academic procrastination.

## Maintain a balance:

### Stressors vs distress

The physical aspects of the stress response (heart pounding etc) help us to prepare for a challenge to our 'status quo', and that challenge/stressor may be exciting to us (ie we are being given an opportunity to pursue our interests and extend ourselves) or be overwhelming (ie we feel we do not have the resources to deal with the challenge). Problem-focused coping with stressors is usually the best way to proceed.

Some Activities:

Activity	Description
 <b>Positive psychology tools</b>	Learn about how positive psychology techniques can help you cope better with stress.
 <b>Problem solving worksheet</b>	Use this problem solving approach to work through potential solutions to a problem in a structured way.
 <b>NEED HELP right now?</b>	<p>Many stressors are undeniably negative AND, regardless of the nature of stressors, if you are highly distressed, reach out for help:</p> <ul style="list-style-type: none"> <li>• your friends</li> <li>• UNSW CAPS 9385 5418,</li> <li>• or the many free and ANONYMOUS apps, online and telephone services</li> </ul>
 <b>Wellcast tips for stress relief</b>	5-min video of practical strategies you could use when it all feels too much.
 <b>Stress can be your friend</b>	This video explains how stress can sometimes "be your friend" in helping you achieve your goals.
 <b>Wellcast: Help prevent distress</b>	5-min video on how to balance what you really want to do right now, with what you should really do to set yourself up for future success.
 <b>SCIENCE: Students' Resilience Strategies</b>	Study of students' perspectives on effective resilience strategies.

## Physical and Psychological Health

Research suggests that lack of adequate sleep leads to a number of adverse consequences, including (a) decreased attentional capacity (which clearly affects assessment and other performance), (b) inability to sense when one has had enough to eat, leading one to overeat and thus become overweight, and (c) lack of capacity to self-regulate (e.g., drinking too much alcohol, not exercising enough).

We also know that **physical and psychological health** are interlinked. Thus, eating well, and getting enough physical exercise, can lead to a greater capacity to learn. There are both multiple determinants of psychological and physical health, as well as multiple strategies to get help to improve and maintain your health.

Here are some resources that might help.

### UNSW resources

[Arc Wellness](#)

[UNSW Student Life: Wellbeing, Health & Safety](#)

[UNSW Student Life: Medical & Health Services](#)

[UNSW Student Rep Council: Sex and Consent](#)

[Uni Student Success and Wellbeing](#)

### Eating, sleeping and exercising

[UNSW Student-led video resources on sleep](#)

[Arc on Eating Well](#)

[UNSW Student Life: Sport, Gym and Fitness](#)

## Money, housing, and living away from home

Managing your money and part-time work, living away from home, and finding affordable housing are likely to be some of the challenges you will face as you transition to university studies.

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## Connecting with other students

The need for relatedness is a basic psychological need, and connecting in a positive way with your fellow students is a key contributor to your success and wellbeing. UNSW is committed to creating positive learning communities within your courses and programs. In addition, there are many extracurricular opportunities for you to engage with students with similar interests. If your program offers a peer mentoring program, we suggest that this is a great way to meet fellow students and to learn about the 'culture' or your discipline/profession.

# Managing studies

## Making the most of feedback

Two very important capacities both at university and in employment are (1) having an accurate sense of what you know and what you don't, and (2) responding constructively to feedback on your performance, such that you work effectively toward improving your performance. These capacities are part of metacognition and self-knowledge - they are not easy, as they demand self-honesty, self-awareness, courage, and focused hard work.

Here are some resources to help you get the most benefit from feedback

Activity	Description
 Reflecting on how you handled an assessment	Complete this reflection activity to potentially improve how you approach your <i>next</i> assessment.
 NEED HELP right now?	Sometimes it is hard to manage extreme negative emotions following assessment feedback. See "Maintaining a Balance" OR seek assistance listed at this site.
 UNSW student-led resource on feedback	Choose a strategy to respond more constructively to feedback.

## But I worked so hard! Effective study strategies

Have you had the experience of being disappointed by the mark that you received for an assessment, given the amount of effort you expended?

This is not an uncommon experience. The answer is, that although time and effort is obviously needed to get an assessment task done, it is equally important that your effort is **EFFECTIVE**, that is, that you are approaching and undertaking the task in an effective way. Clarify with your instructor about what is required, and ensure that you have the resources and skills required to undertake the task (eg you may need to brush up on your essay writing skills, or practice your lab skills).

We cannot cover everything here (see the leads in the additional resource categories below), but we can give you an idea of what generally works in terms of studying for exams. And - exam stress is the third 'top issue' for students. Understandably, this has a lot to do with time-management, and the paralyzing P's!

Activity	Description
 <p>Are you using effective study strategies?</p>	<p>Reflect on the study strategies you use, and whether you could use more effective strategies.</p>
 <p>How to get the most out of studying (Stephen Chew)</p>	<p>Become aware of what study strategies work, and which are a waste of your time.</p>
 <p>How to do lectures</p>	<p>Learn from Jenny Richmond about how to effectively use lectures and lecture recordings.</p>
 <p>Six strategies for successful study</p>	<p>The Learning Scientists' videos/resources on how to implement 6 of the best strategies.</p>
 <p>54321 Mindfulness</p>	<p>Learn a simple mindfulness meditation technique that could increase attention and feelings of calm, leading to better learning.</p>
 <p>UNSW student-led resource on EXAMS with LESS STRESS</p>	<p>Videos on how to decrease exam-related distress and thus increase exam performance.</p>
 <p>How to take good notes</p>	<p>Learn about how to take useful notes from your reading and in lectures.</p>
 <p>Study strategies: more resources/tools</p>	<p>Looking for more tips? Check out this helpful list of resources</p>
 <p>SCIENCE: study techniques</p>	<p>Read this very readable summary of research on the effectiveness of different study techniques.</p>
 <p>SCIENCE: mindfulness improves performance</p>	<p>READ: A taste of excellent research on the effectiveness of Mindfulness Meditation re. increasing attentional capacity &amp; academic performance.</p>

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## Earn credit and learn how to manage your studies (and life!)

We do not come to university with all the academic, work and life skills necessary to succeed. Thus we need to acquire skills along the way, and this can be a haphazard process. So, why not take advantage of credit-bearing courses (often meeting GEN ED requirements) and AHEGS courses that give you the opportunity to learn these skills in a systematic way? In addition, there are some great Careers resources relevant to anyone wanting to work toward a satisfying career....

*Some examples of courses & resources on academic, career and life skills:*

Self management and wellbeing

[PSYC1031 Psychological Science of Resilience](#) A flipped-classroom course introducing you to the theory, research and practice of self-management, success and wellbeing.

[PSYC1062 The Psychological Science of Wellbeing](#) A online course introducing you to the theory, research and practice of self-management, success and wellbeing.

Finance

[GENC3004: Personal Finance](#)

[GENC3003: Personal Financial Planning](#)

Academic/Professional skills

[GENY0001 + GENY0002 + GENY0003: Academic Skills Plus](#)

[Professional Development Program \(for International Students\) - AHEGS](#)

[CDEV3000 Practice of Work: undertaking projects with Industry Partner: For-credit course](#)

Career planning

[DIPP1112: Creating your career](#)

[UNSW Career Development Learning Resources & Services](#)

## Getting help with academic skills

This topic gives links to resources and services (including The Learning Centre) that may be useful to you when you feel that you need to improve your general academic skills in order to succeed. To improve your interpersonal communication skills, see Chapter 8 of *The Rubber Brain*.

- [Educational Support Advisors](#)
- [Ongoing health issues? Obtaining support for learning](#)
- [UNSW Learning Centre: Academic skills, including communication, referencing, avoiding plagiarism](#)
- [Working with Academic Integrity online workshop](#)
- [Need help with writing?](#)
- [Need help with English as a second language?](#)
- [Working in a group](#)
- [Communicating professionally](#)

# I need help immediately

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## 1. Health

### [Counselling and Psychological services \(CAPS\)](#)

#### **Kensington**

Level 2, East Wing,  
Quadrangle Building,  
University of New South Wales,  
Sydney, 2052

**T:** +61 (2) 9385 5418

**F:** +61 (2) 9385 6115

**E:** [counselling@unsw.edu.au](mailto:counselling@unsw.edu.au)

**Office Hours:** 9:00am - 5:00pm

Monday to Friday

#### **Paddington Campus**

G Block G106.  
Cnr Green Road & Oxford,  
Street

PADDINGTON NSW 2021

**T:** +61 (2) 9385 5418

**E:** [counselling@unsw.edu.au](mailto:counselling@unsw.edu.au)

**Office Hours:** 9:00am - 4:00pm

Monday to Friday

#### Other Health Services

- [Emergency Contacts](https://student.unsw.edu.au/emergency) <https://student.unsw.edu.au/emergency>
- List of university health services
- Mindhub
- LGBTIQ support <https://student.unsw.edu.au/ally>

## 2. Courses/Programs/Academic skills

- Your School or Faculty Student Office: Ask your tutor!
- The Nucleus
- The Learning Centre <http://www.lc.unsw.edu.au/>

## 3. Disability, Health/Mental health

- Equitable Learning Services <https://student.unsw.edu.au/els>

## 4. Careers

- Careers & Employment <https://www.careers.unsw.edu.au/>

## 5. Finance

- Financial support and scholarships <https://student.unsw.edu.au/finance>

#### Other helpful links

[HeadSpace](#)

[LifeLine](#)

[Arc \(on loneliness\)](#)

[Arc links to external services](#)