

In Progress

Please note that this Unit Profile is still in progress. The content below is subject to change.



SKIL40025 *Preparation Skills for University*

Term 2 - 2026

Profile information current as at 08/06/2026 03:19 pm

All details in this unit profile for SKIL40025 have been officially approved by CQUniversity and represent a learning partnership between the University and you (our student). The information will not be changed unless absolutely necessary and any change will be clearly indicated by an approved correction included in the profile.

General Information

Overview

This unit is designed to help students become self-directed, active and confident learners. It introduces them to a range of theories and concepts to facilitate the development of practical skills and positive attitudes necessary for success in university. There will be opportunities for critical self-reflection on key aspects of student life, including: individual learning preferences and study habits; time management and goal-setting; individual study and career paths; note-taking and assessment strategies. Students will practise critical thinking, and apply information literacy skills to their research. They will learn to negotiate the procedures and systems used at CQUniversity, and practise communication skills in a range of contexts.

Details

Career Level: *Non-award*

Credit Points: 6

Student Contribution Band: 10

Fraction of Full-Time Student Load: 0.125

Pre-requisites or Co-requisites

There are no requisites for this unit.

Important note: Students enrolled in a subsequent unit who failed their pre-requisite unit, should drop the subsequent unit before the census date or within 10 working days of Fail grade notification. Students who do not drop the unit in this timeframe cannot later drop the unit without academic and financial liability. See details in the [Assessment Policy and Procedure \(Higher Education Coursework\)](#).

Offerings For Term 2 - 2026

- Bundaberg
- Cairns
- Gladstone
- Mackay
- Online
- Rockhampton
- Townsville

Attendance Requirements

All on-campus students are expected to attend scheduled classes – in some units, these classes are identified as a mandatory (pass/fail) component and attendance is compulsory. International students, on a student visa, must maintain a full time study load and meet both attendance and academic progress requirements in each study period (satisfactory attendance for International students is defined as maintaining at least an 80% attendance record).

Website

[This unit has a website, within the Moodle system, which is available two weeks before the start of term. It is important that you visit your Moodle site throughout the term. Please visit Moodle for more information.](#)

Class and Assessment Overview

Recommended Student Time Commitment

Each 6-credit Non-award unit at CQUniversity requires an overall time commitment of an average of 12.5 hours of study per week, making a total of 150 hours for the unit.

Class Timetable

Regional Campuses

Bundaberg, Cairns, Emerald, Gladstone, Mackay, Rockhampton, Townsville

Metropolitan Campuses

Adelaide, Brisbane, Melbourne, Perth, Sydney

Assessment Overview

Assessment Grading

This is a graded unit: your overall grade will be calculated from the marks or grades for each assessment task, based on the relative weightings shown in the table above. You must obtain an overall mark for the unit of at least 50%, or an overall grade of 'pass' in order to pass the unit. If any 'pass/fail' tasks are shown in the table above they must also be completed successfully ('pass' grade). You must also meet any minimum mark requirements specified for a particular assessment task, as detailed in the 'assessment task' section (note that in some instances, the minimum mark for a task may be greater than 50%). Consult the [University's Grades and Results Policy](#) for more details of interim results and final grades.

CQUniversity Policies

All University policies are available on the [CQUniversity Policy site](#).

You may wish to view these policies:

- Grades and Results Policy
- Assessment Policy and Procedure (Higher Education Coursework)
- Review of Grade Procedure
- Student Academic Integrity Policy and Procedure
- Monitoring Academic Progress (MAP) Policy and Procedure - Domestic Students
- Monitoring Academic Progress (MAP) Policy and Procedure - International Students
- Student Refund and Credit Balance Policy and Procedure
- Student Feedback - Compliments and Complaints Policy and Procedure
- Information and Communications Technology Acceptable Use Policy and Procedure

This list is not an exhaustive list of all University policies. The full list of University policies are available on the [CQUniversity Policy site](#).

Previous Student Feedback

Feedback, Recommendations and Responses

Every unit is reviewed for enhancement each year. At the most recent review, the following staff and student feedback items were identified and recommendations were made.

Feedback from Unit Evaluations

Feedback

Recognition of consistent feedback and support

Recommendation

Continue to provide regular contact and personalised feedback to students to support their learning.

Feedback from Unit Evaluations

Feedback

Real-world examples to enhance task relevance

Recommendation

Update curriculum to include additional real-world examples for increased relevance and engagement.

Feedback from Teaching Staff and Head of Course

Feedback

Approaches to support ethical Generative AI engagement

Recommendation

Implement strategies to help students use Generative AI responsibly and ethically.

Unit Learning Outcomes

On successful completion of this unit, you will be able to:

1. Develop strong study habits and effective learning strategies to become a confident and self-directed learner
2. Apply critical thinking skills in a range of contexts, with a particular focus on critical self-reflection
3. Set and manage goals for individual study and career paths
4. Find and evaluate relevant, scholarly research
5. Negotiate procedures and systems used at university
6. Develop communication skills appropriate for higher education

Alignment of Learning Outcomes, Assessment and Graduate Attributes

— N/A Level
 ● Introductory Level
 ● Intermediate Level
 ● Graduate Level
 ○ Professional Level
 ○ Advanced Level

Alignment of Assessment Tasks to Learning Outcomes

Assessment Tasks	Learning Outcomes					
	1	2	3	4	5	6
1 - Written Assessment - 30%	●	●	●		●	●
2 - Online Quiz(zes) - 20%	●			●	●	
3 - Written Assessment - 40%	●	●	●		●	●
4 - Online Quiz(zes) - 10%	●		●		●	

Alignment of Graduate Attributes to Learning Outcomes

Graduate Attributes	Learning Outcomes					
	1	2	3	4	5	6
1 - Self Management	—	—	—		—	
2 - Communication		—				—
3 - Information Literacy				—		
4 - Information Technology Competence					—	—
5 - Problem Solving						
6 - Critical Thinking	—	—	—	—		
7 - Cross-Cultural Competence	—		—	—	—	—
8 - Ethical Practice			—	—		
9 - Aboriginal and Torres Strait Islander Cultures						
10 - First Nations Knowledges						

Textbooks and Resources

Information for Textbooks and Resources has not been released yet.
This information will be available on Monday 22 June 2026

Academic Integrity Statement

Information for Academic Integrity Statement has not been released yet.
This unit profile has not yet been finalised.