Welcome

Welcome to the School of Architecture.

Executive Dean
Professor Vicki Chen

Dean & Head of School & Director of Engagement
Professor Cameron Bruhn

School Manager
Ms Katie Golischewski

Chair of Teaching & Learning & First Year Design Coordinator
Associate Professor Antony Moulis

Undergraduate Program Convenor
Dr Fred Fiahlo Teixeira

Academic Advisor
Mr Douglas Neale

Administration Officer
Mr Bernard Llanos

Senior Technical Officer
Mr Sam Butler

Technical Officer
Mr Mark Lynne
Contents

Use the checklist and work your way through the guide.

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- What’s on
  - update your diary
  - First Year Welcome
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- How to enrol
  - sign up to courses and view your timetable

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- Your first semester in architecture

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How to enrol

**We’re so happy you’re joining us at UQ!**

To enrol in your courses, you’ll use a system called **mySI-net**, which is the control centre for student administration at UQ. Among other things, mySI-net lets you:
- enrol in courses
- drop courses
- update personal information

During your time at UQ, you’ll always use mySI-net and My Timetable at the beginning of each semester. You can access both from the my.UQ Dashboard, your personalised portal to UQ systems and notifications.

Once you’ve enrolled, you’ll use a system called **My Timetable**. Through My Timetable you can register your preferred class times and then swap classes if you need to.

Keep ‘Starting at UQ’ open in a separate window as you work through the ‘Enrol’ section.

Log in to **Starting at UQ** for a step-by-step guide on how to set up your mySI-net profile, enrol in your courses and register your class preferences.

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**Need help?**

**Student Centre**
JD Story Building (61) Level 1
p (07) 3365 2600
w my.uq.edu.au/contact/student-centre

**Architecture Reception**
Level 3, Zelman Cowen Building (51)
e architecture@uq.edu.au
p (07) 3365 3537
w architecture.uq.edu.au
Your first semester in architecture will provide you with the foundational knowledge, technical skills and creative imagination to shape our built environment and design the cities and spaces of tomorrow. You will be required to complete units in design, culture and communications.

**ARCH1100 Architectural Design: Form & Space**

Class contact:
- 1 hour lecture
- 6 Practical / Laboratory hours

Coordinator:
Antony Moulis
a.moulis@uq.edu.au

Materials for your first class
- An open mind!
- Hat and sunscreen
- Water bottle
- A3 cartridge pad / sketch book
- A5 sketch book
- Felt tip pens (mix of colours) and graphite pencils
- Scale rule
- Greaseproof paper (from supermarket)
- 5m tape measure
- Smart phone / camera
- Measuring app for smart phone (eg. Apple "Measure" or GPS Fields Area Measure).

**ARCH1140 Buildings in History & Culture**

ARCH1140 develops knowledge of the principles and terms of architectural description, and how architecture and vernacular spatial practices function within a wider culture.

Class contact:
- 2 hour lecture
- 1 hour tutorial

Coordinator:
Pedro Guedes
p.guedes@uq.edu.au

Materials
- Notebook / laptop for note taking

**ARCH1160 Architectural Communication 1**

Class contact:
- 1 hour lecture
- 6 Practical / Laboratory hours

Coordinator:
Frederico Teixeira
f.frederico@uq.edu.au

Materials for your first class
- A3 cartridge pad
- A5 sketch book
- Set of graphite pencils (8 minimum)

Design studio classes offer a great opportunity to ask questions and seek feedback from tutors, lecturers and peers.

Your first semester in architecture

Step 2
Social Distancing – 1.5 Metres Away

COVID-19 (coronavirus)
MINIMISING RISK

COVID-19 is primarily spread through respiratory droplets produced when an infected person coughs or sneezes.

❖ Avoid unnecessary close contact with others
❖ Keep a distance of at least 1.5 metres between people
❖ Wave instead of handshake or hugging as a greeting
❖ Don’t share objects

Social distancing helps stop the spread of infectious diseases. It means less contact between you and other people.
FAQs for 1st Year

BRUCE Homeroom

What is the BRUCE Homeroom?
A space for you! All year levels are able to work in this social and learning space on Level 2 of the School (51-223)

Can I eat and drink in the Homeroom?
Yes – but you are expected to keep the place clean and tidy.

What else can I do in the Homeroom?
- Work collaboratively with your peers
- Get a headstart on your study using the computers available
- Meet your BRUCE and SONA representatives
- Use the materials space to assemble your architectural models
- Hang out with your mates IRL!
- Heat up your lunch, refill your water bottle
- Find out about the latest architecture events

UQ Union Microwave room
UQ Union Complex: Monday – Friday, 7.00am – 7.00pm
Sir James Foots Building (47) open 24/7

Tips

Work
We recommend less than 10 hours a week paid work for full time students

Student email
Remember to check your student emails regularly. Go to my.uq.edu.au/information-and-services/information-technology/email for details

How should I manage my time?
- Read dates carefully as not all classes are weekly
- Put together weekly and semester schedule
- Start each course by understanding how the course is structured, the requirements, learning resources and when the assessments are due.
  Course profiles: my.uq.edu.au/programs-courses
- BE ACTIVE! Attend all lectures, studios and tutorials; checkout Facebook groups for your courses; participate in learning activities; practice problems; revise and review your work; and if in doubt, ask!
- Utilise all of the learning resources available to you, such as:
  • Course tutors and studio assists
  • Learning workshops: my.uq.edu.au/information-and-services/student-support/study-skills

"Take risks and have the courage to explore new and different avenues, whether it be doing things differently to others in your projects, or following a unique career path or even taking the opportunity to travel overseas.

Daring to do things differently can be an unexpectedly rewarding and eye-opening experience."

Julia Zin
Bachelor of Architectural Design
What happens if I don't turn up for a lecture or studio?

You will need to catch up – talk to your peers and look on Blackboard for what you’ve missed. If it’s a compulsory session, you can lose marks for not attending. Contact your course coordinator for assistance.

- Blackboard – learn.uq.edu.au
- Contacts – uq.edu.au/contacts

Where do I hand in my assignments?

Read the course profile – most submissions will need to be uploaded via Blackboard and will need a cover sheet for submission.

What if my assignment is late?

There are only two allowable reasons: medical (medical certificate required) and exceptional circumstances.

Email architecture@uq.edu.au to discuss – the earlier the better.

Do I need to have my own laptop?

If you are planning on buying a laptop, tablet, external storage or software please wait until the first week of classes. Your course coordinator will advise what laptop is best suited for your requirements.

Tag & Testing? All electrical equipment used within UQ (laptops, chargers etc) must be tested for electrical safety.

Timetable: eait.uq.edu.au/workshops/test-tag-sessions

What facilities are available to me for use?

All students have access to the EAIT makerspace, UQ Innovate (Level 1, Mansergh Shaw Building 45), and the Co-Lab workshop (51A). In order to use the facilities, you are required to undertake relevant online training and attend induction sessions.

Training: makerspace.uq.edu.au

Can I ask for assistance in the workshop?

Workshop staff are available to provide technical advice to students and assist with the design, manufacture and implementation of their projects. Please direct initial enquiries to the team via email to discuss how they can support and/or collaborate with you. Your enquiry will be directed to an appropriate team member and responded to promptly.

Email: eaitmake@uq.edu.au

IMPORTANT DATES

For the academic calendar, teaching periods, summer semester dates etc. (relevant to both commencing and continuing students), head to:

uq.edu.au/startingatuq/important-dates

SAVE YOUR MONEY

Don’t carry on with courses you have ‘given up on’. Make sure you formally withdraw:

- by the end of March so you aren’t charged $$ for the course
- by the end of April so you don’t lower your GPA
Further Information

**Academic advice**

Academic Advisor – Douglas Neale

The academic advisor is happy to answer your questions and provide advice on:
- Credit from previous study
- Late addition of a course
- Withdrawing from a program or course
- Enrolling in more than 8 units per semester
- Deferred examinations
- Supplementary assessments
- Unsatisfactory Academic Progress and Show Cause Applications

Make an appointment today by emailing architecture@uq.edu.au

**Student employability**

The EAIT Student Employability Team offers a range of services to help you build your employability skills and become industry ready. Their services include:
- Guidance and support on how to obtain work experience
- Workshops on planning your job search strategy, job applications, resumes, cover letters, interviews and LinkedIn
- One-on-one employability consultations with our experienced employability advisors
- Tailored employability program for international students
- Industry networking events

For more details see: eait.uq.edu.au/employability

**EAIT Scholars program**

The EAIT Scholars program provides the Faculty’s top students in architecture, engineering and technology programs with enhanced academic, industry and cultural experiences, in preparation for long-term leadership positions.

The Architectural Design students in the program are Birrell Scholars, named in honour of James Peter Birrell and his long-standing relationship with Queensland architecture and the University.

Birrell Scholars are provided opportunities to connect with the architectural profession and enrich their learning experiences.
Scholarships
You might be surprised by how many scholarships you are eligible for at UQ. We offer more scholarships than any other university in the state, so you should take some time to research everything we have on offer.

Depending on the rules and conditions of the scholarship you apply for, it might be possible to hold more than one scholarship at once – so read all rules and conditions closely.

Study area scholarships
Many scholarships are offered for certain academic disciplines. These scholarships might be for students enrolled in a specific degree, school or faculty, or for students who are researching or studying a particular topic.

Study area scholarships open and close throughout the year, so it’s important to regularly check which opportunities you might be eligible for.

Employability Grants
At UQ, we know that finding a job goes beyond your degree – it’s also about the soft skills that can’t be taught in classrooms, like life experience, people skills or attitude.

That’s why we’ve developed the Employability Grant, which is designed to let UQ students enhance their employability through activities including exchange, global opportunities, entrepreneurial activities, and volunteering.

We believe that different experiences will make you a better person – and more employable as well.

For more information, go to:
EAIT Scholarships: [eait.uq.edu.au/scholarships](http://eait.uq.edu.au/scholarships)
The University of Queensland Scholarships: [scholarships.uq.edu.au](http://scholarships.uq.edu.au)

Become an entrepreneur
Ventures reflects the entrepreneurial spirit of our community. While you can’t predict the future, you can develop the knowledge, networks and skills to pivot between current and emerging careers, and flourish wherever life takes you.

Gain the skills and knowledge needed to think and act like an entrepreneur by joining our Idea Hub Unlimited six-week program.

[ventures.uq.edu.au/programs](http://ventures.uq.edu.au/programs)

Yasmine Melis studied abroad at Delft University of Technology in the Netherlands during her time at UQ.

Studying Overseas
Architecture students have an opportunity to enhance their degree by studying abroad for 1 or 2 semesters through the UQ Global Experiences program.

UQ has partnerships with almost 180 universities in 38 countries. Students studying overseas remain enrolled at UQ, continue to pay (or defer) fees and earn credit towards their UQ degree. No additional tuition fees are paid to the host university.

Depending on the university you go to, you can take equivalent compulsory courses, architecture electives or other electives.

Most architecture students go on exchange after one and a half years of study. Year 2, Semester 2 and Year 3, Semester 1 are the best times for exchange for a Bachelor of Architectural Design Student.

There are also over 100 short term global experiences (2-6 weeks) that can be completed in your Summer and Winter university breaks.

Meet with the International Relations Officer to discuss all the global experiences you can access as part of your EAIT program. They can guide you through all your international mobility options including how to apply, what funding is available and the best destinations for your specific program.

Your EAIT International Relations Officer is:
Melinda Knox
international@eait.uq.edu.au
Memberships and Student Societies

UQ BRUCE Architecture Student Society
BRUCE is the Architectural society at UQ. It has been initiating events and forging connections between year levels at the School of Architecture for 30+ years.
Look out for great events such as the Architecture Ball, BRUCE Speaks guest lectures and other social activities for architecture students.
2021 Memberships are on sale now!
facebook.com/bruce.uq

Student Organised Network for Architecture (SONA)
The Student Organised Network for Architecture (SONA) is the official student body for the Australian Institute of Architects. SONA represents architecture students from across Australia, organising local, state and national events that provide opportunities for students to collaborate with each other as well as registered architects and associated professionals.
wp.architecture.com.au/sona

Other Professional Organisations
Professionals Australia focuses on issues that affect you in your profession and represent more than 25,000 professionals and students across Australia.
professionalsaustralia.org.au

Women in Design and Construction (WIDAC) share experiences, challenges, successes, ideas and contacts to support all women within these industries and to help each other succeed. Women in Design and Construction (WIDAC) also invite guest speakers from the design, construction, engineering, consulting and property industries to present on different topics each month to share their knowledge and skills.
widac.com.au

Visit architecture.uq.edu.au/student-societies for more details
Student Services and Support

Student Services

Student Services provides a range of free services to support you during your time at UQ:
- Accommodation
- Counselling
- Disability support
- Faith support
- International support
- Learning support
- New2UQ
- Workshops

For more details go to: my.uq.edu.au/information-and-services/student-support

Student Advocacy and Support

We are a free, independent, short term support service for all UQ students. We can provide you with assistance on matters relating to the following services:
- Academic
- Job preparation
- Legal
- Proofreaders list
- Visa
- Welfare and wellbeing

For more details go to: uqu.com.au/supporting-u

Student Charter 3.60.01

The Student Charter sets out the University’s commitment to students’ education and experience at UQ; the expectations/responsibilities of all members with respect to conduct; and provides guidelines to foster a healthy, diverse, creative and high-achieving environment within which to study, research and work.

For more details go to: ppl.app.uq.edu.au/content/student-charter-policy

UQ ALLY Program

The UQ Ally Network is an award-winning program that provides a visible network of well-informed staff who create a safe, welcoming and inclusive space for sex, gender and sexuality diverse people at UQ and in the broader community.

staff.uq.edu.au/information-and-services/human-resources/diversity/sexuality/ally-network
Do you need help?

**Personal**

Headspace  
[website](headspace.org.au)

Mental health and wellbeing  
[website](about.uq.edu.au/campaigns-and-initiatives/mental-health)

Student Services  
[website](uq.edu.au/student-services)

UQ Dental  
[website](uqdental.com.au)

UQ Health Care  
[website](uqhealthcare.org.au)

**Emailing at UQ must be professional.**  
Email from your UQ student email account, and always include:

1. A salutation  
   (Dear, Good morning etc.)
2. Full name
3. Student ID number (8 digits)
4. Contact details

**Academic**

Where to get course details  
- Your Lecturer  
- Blackboard  
- Yout Tutor / Studio Assist  
- Course Profile

Assessment  
Blackboard  
[website](learn.uq.edu.au)

Course Profile  
[website](my.uq.edu.au/programs-courses)

General Advice  

**Architecture Reception**  
Level 3, Zelman Cowen Building (51)  
[email](architecture@uq.edu.au)  
[phone](07) 3365 3537  
[website](architecture.uq.edu.au)

**EAIT Faculty Office**  
Hawken Engineering Building (50–5204)  
[email](enquiries@eait.uq.edu.au)  
[phone](07) 3365 4666  
[website](eait.uq.edu.au)

Administration  

Student ID Card  
Go to [my.edu.au/starting-at-uq/prepare-for-semester/student-id-cards](my.edu.au/starting-at-uq/prepare-for-semester/student-id-cards)

Fees  
Student Centre  
JD Story Building (61) Level 1  
[phone](07) 3365 2600  
[website](my.uq.edu.au/contact/student-centre)

Timetable Issues  
If there are no suitable class times available, contact the EAIT Faculty for advice.  
[email](eait.mytimetable@uq.edu.au)
## Terminology explained

<table>
<thead>
<tr>
<th>Term</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>BArch Des</td>
<td>Bachelor of Architectural Design</td>
</tr>
<tr>
<td>BArch Des Course List</td>
<td>The courses you have to pass in order to receive your degree. Specifies compulsory and elective courses – <a href="http://my.uq.edu.au/programs-courses">my.uq.edu.au/programs-courses</a></td>
</tr>
<tr>
<td>Blackboard</td>
<td>Learning management system at UQ. Access via my.UQ under E-learning. Contains assessment information, announcements, updates, some assignment marks and discussion boards for each of your courses.</td>
</tr>
<tr>
<td>Course</td>
<td>Subject or class (e.g. ARCH1210, ARCH3120)</td>
</tr>
<tr>
<td>Compulsory Course</td>
<td>Course that you must take (e.g. ARCH1100)</td>
</tr>
<tr>
<td>mySI-net</td>
<td>UQ’s online student enrolment system – <a href="http://sinet.uq.edu.au">sinet.uq.edu.au</a></td>
</tr>
<tr>
<td>Prerequisite</td>
<td>A level of knowledge and skill you must have before enrolling in a course.</td>
</tr>
<tr>
<td>Program</td>
<td>Your program is the Bachelor of Architectural Design.</td>
</tr>
<tr>
<td>Studio</td>
<td>Your design course.</td>
</tr>
<tr>
<td>Units</td>
<td>Design courses in the Bachelor of Architectural Design are 4 units. Other courses in the program are 2 units. A full time study load for a semester is 6 units or more, so that’s 3 or more courses. Most students do 8 units in each semester. International students must do 8 units per semester.</td>
</tr>
</tbody>
</table>
School of Architecture
Zelman Cowen Building (51), Level 3
Phone: +61 7 3365 3537
Email: architecture@uq.edu.au
Website: architecture.uq.edu.au

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Architecture and Information Technology
Hawken Engineering Building (50), Level 2
Phone: +61 7 3365 4666
Email: enquiries@eait.uq.edu.au
Website: eait.uq.edu.au