From your SPH AMS Administrator: Anita Lucas  
OFFICE HOURS Mon, Tues 8:45am –4:45pm: Wed 9:30am–1:00pm  
SPH, 207 Bouverie St, Level 4, Room 427  

For additional tips, go to the SPH AMS Website for Current Students at  
All email bulletins for the year 2007/08 are also posted on this site.

To All SPH AMS students

In this bulletin you will find important information on
1. Presentation Skills Workshop 1
2. February Work–in–Progress (WIP) Presentations
3. SPH AMS Writing Support Group – Are You Interested?
4. Supervisor Meetings
5. CHS Students – Coursework Results
6. SPH AMS Report Library

1. Presentation Skills Workshop 1

All SPH AMS students are invited to attend a presentation skills workshop on

Monday 4th February
2:00 – 3:30pm
SPH, 207 Bouverie St, Level 4, Room 410

The workshop will focus on preparations for your Work–in–Progress presentations the following week. Use this opportunity to see how you can improve your presentation.

2. February Work–in–Progress (WIP) Presentations

All SPH AMS students will present their WIP Presentations on February 11, 12 & 28

A revised Work–In–Progress Presentation Program is now available on the Current Students Page  

ALL STUDENTS ARE REQUESTED TO ATTEND ALL SESSIONS AND PARTICIPATE IN ACTIVE DISCUSSION ABOUT THE TOPICS PRESENTED.

By the end of the WIP presentations you should all have a much clearer idea about how to proceed this Semester.

Morning teas will be provided in Room 515 on both February 11 & 12

I also look forward to seeing you all at an free SPH AMS Lunch to be held as part of the presentation program

AMS LUNCH  
MONDAY 11th FEBRUARY  
12:30–1:30PM  
SPH, 207 BOUVERIE ST, LEVEL 4, ‘THE HUB’
**Reminder**
Could all SPH AMS students please forward their proposed ‘Research Question’ to me by this Friday January 25 to finalise the WIP presentation program. This will be a work-in-progress title, so don't worry it is not refined as yet.

**3. SPH AMS Writing Support Group – Are You Interested?**

An SPH AMS writing support group is proposed to help you during the final semester of your project. The group would be coordinated by Ali Brookes, and meet fortnightly throughout semester (Monday, 4pm). Activities will include presenting your own writing to the group for comment and engaging with other students’ work in a critical manner.

A key aim of the group would be to enable students to gauge whether the purpose of their writing is met: i.e. being clear regarding what role or task a particular piece of writing has within your project, and ensuring it is achieved. This is often difficult to determine on your own as you become more immersed in your projects and it becomes more challenging to view your work from a reader’s perspective.

The group will only run if there is enough interest. People will be expected to provide feedback as well as receive it – both useful roles to develop your own writing. **Please let Ali know if you are interested:** abroo@unimelb.edu.au

**4. Supervisor Meetings**

With the commencement of the final AMS Semester, it is now even more important than ever to meet with your supervisor on a regular basis. This may be weekly or fortnightly as required. **Make sure that you set meeting dates in advance with your supervisor.**

**5. CHS Students – Coursework Results**

All CHS students who completed Arts Faculty and CHS Coursework subjects last Semester, were issued with their results via personal email today. Please let me know if you did not receive them.

Marked assignments from the following subjects can be collected from the filing cabinet in the AMS room – QHR (Available shortly), Key Concepts

**6. SPH AMS Report Library**

As you prepare your final AMS report, you may be interested in viewing reports from past students. This is a useful exercise not only in relation to content, but when considering your report structure.

From the SPH AMS Office, I manage a library of past SPH AMS reports from 2001/02 – 2006/07. The library was updated at the end of last year and now contains all KCWHS reports and many previously missing reports.

Reports in the SPH AMS Library are available for borrowing by all SPH AMS students during my work hours. Refer to the Library Catalogue **(updated January 2008)** on the Current Students Page for more details http://www.sph.unimelb.edu.au/undergrad/ams/current/

If you are unsure as to which reports may be useful, ask your supervisor for guidance. They will be able to alert you to the relative merit of particular reports.

The sixteen SPH AMS reports listed below can also be viewed online at http://www.sph.unimelb.edu.au/undergrad/ams/current/amsreportsonline.html

**KCWHS**

Candice Law May 2004 Complementary Medicine and Breast Cancer
All the best for the coming month. I look forward to seeing you around the building again.

Don't hesitate to contact me with any queries. At this crucial time of the year, I can put you in contact with extra support if required. Try to address any problems you might have NOW, rather than leaving it too late!

Cheers,
Anita