Upcoming Events

10-11 Mar **School Office including Finance/HR closed due to the move to Mansergh Shaw/Frank White buildings**

11 Mar **MBF seminar presentation on the UQ Corporate Health Plan**  
When: 9-10am  
Where: 50-N201

9-20 May **StemCore iPS Cell Workshop**  
The workshop is aimed at giving participants both practical experience with generation, identification and analysis of iPS cells (practical component); and providing a theoretical background to the fast developing field of iPS cell research (lecture component). There is also a full day lecture component of the workshop that is free of charge.  
Download a brochure here:  

**English opportunities**

It was productive to hear the issues facing the students. As mentioned, please see the following links;

- **English for Specific Purposes: Academic Communication Skills (ESP:ACS)** A Pre-semester course (3 weeks):  

- **English for Academic Communication (EAC)** In-semester course (8 weeks part time):  
  http://www.icte.uq.edu.au/eac

These programmes are run by the Institute of Continuing & TESOL Education (ICTE-UQ) on campus and are available to currently enrolled u/g or p/g students at UQ. One or either of these may be of assistance to students. Pre-registration is compulsory and there are further links to application forms on the above websites.

**Campus Travel**

Campus Travel is the preferred travel agent. You have a choice of buying your airfare online or through Campus Travel. If you find a cheaper price either online or from another travel agent, please note that Campus Travel will match the price.

**IT services for your students**

Staff are encouraged to be aware of the IT services provided to UQ students. Details:  
http://www.its.uq.edu.au/oweek

**Updating Staff Details**

Although staff provide HR with key information upon commencement, changes in personal circumstances can be missed or overlooked which subsequently affects the accuracy of information held in our HR systems. Please review your personal information in ESS and update where appropriate.  
In particular, update your Emergency Contact Details and Next of Kin, Country of Birth/Nationality; Academic and Professional Staff Qualifications and Aboriginal and/or Torres Strait Islander status.  
Log in to ESS here:  

**Chemical Orders**

Just a friendly reminder, when ordering chemicals please note that you need to order them through the University Chem Store. If Chem Store does not have any of the chemicals you need they will source (obtain) them for you. This will ensure that we comply with all policies and procedures when ordering chemicals.

**Toastmasters Club**

University of Queensland Toastmasters club is dedicated to training staff and students at the University of Queensland in the skills of public speaking. See their flyer on page 4.

**Respect DVD**

Respect is a subtitled DVD that The Equity Office developed in 2010 to raise awareness among students about acceptable and appropriate behaviour in social relationships on campus. The entire DVD is less than 20 minutes in length and is comprised of five subtitled modules which can be viewed independently. Please consider showing the Respect modules during the break in their 2 hour lectures. Respect is available for download here:  
http://www.uq.edu.au/equity/respect-dvd
Grants and Fellowships

The Australia-Korea Foundation (AKF), the Australian Academy of Science, the National Research Foundation of Korea and the Australian Academy of Technological Sciences and Engineering invite applications for their Early Career Science and Technology Researchers (ECR) program. The ECR program has been created to enhance Australia-Korea links in science and technology. If successful in their application, the visiting researcher is expected to travel to Korea for a two week period between 16 and 27 May 2011. The closing date: 5pm Friday 18 March 2011.

Application and further details can be obtained from: http://www.science.org.au/internat/asia/akf-ecr.html

Approved Calculators for Exams

The University-wide approved calculator scheme will take effect as of Semester 1 2011. Information on the scheme is available on myAdvisor from the Examinations page http://www.uq.edu.au/myadvisor/examinations

- Use of materials and equipment.

From that page, there is a link from the ‘More Important’ bar in the top right, as well as links from the text under the paragraph ‘Bags, laptop computers and other personal belongings’.

Information available includes:

- the list of approved calculators
- the list of non-approved calculators
- instructions on obtaining a label for approved calculators, available from the Student Centres
- the list of allowable (and non-permitted) features
- instructions and online application to have a calculator assessed as an allowable model, together with dates by which applications should be submitted.

Please note that a university approved label is not required for Casio-fx82 series calculators. Students will be advised of the scheme via various communications, including email, posters and web.

We have also included this information on all course profiles.

Calculator labels are now obtained from the Student Centre, Level 1 JD Story Building (not from the EAIT Faculty Office).

OH&S Training: March

The Occupational Health and Safety Unit will be delivering the following training courses over the coming month.

<table>
<thead>
<tr>
<th>Course</th>
<th>Date</th>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Radiation Safety with Unsealed Sources- Intro.</td>
<td>9 March 2011</td>
<td>1pm-4pm</td>
<td>International House, Rock St</td>
</tr>
<tr>
<td>Radiation Safety Officer Training</td>
<td>17 March 2011</td>
<td>9am-4pm</td>
<td>International House, Rock St</td>
</tr>
<tr>
<td>Safety with Analytical X-Ray Equipment</td>
<td>21 March 2011</td>
<td>1pm-4pm</td>
<td>International House, Rock St</td>
</tr>
<tr>
<td>Chemicals Management</td>
<td>23 March 2011</td>
<td>1pm-4pm</td>
<td>International House, Rock St</td>
</tr>
<tr>
<td>Requirements for Working with Biological Material</td>
<td>10 March 2011</td>
<td>10am-12pm</td>
<td>UQCCR-RBWH Herston</td>
</tr>
<tr>
<td>Working with Quarantine Material</td>
<td>2 March 2011</td>
<td>9am-11am</td>
<td>International House, Rock St</td>
</tr>
</tbody>
</table>

For detailed course descriptions and registration, please enrol online via the following Staff Development Website: http://www.uq.edu.au/staffdev/index.asp, or Email: staffdev@uq.edu.au for enquiries.
**Examination Timetable**

**Mid Semester Examinations**
The timetable for Saturday examinations will be released on 21 March 2011. There are three Saturdays that examinations can be held: 9 April, 16 April and 7 May.

**End of Semester Examinations**
Staff are reminded that details for both central and school-based end of Semester 1 2011 examinations must be entered into the Assessment section of the Semester 1 2011 electronic course profile (ECP), as ‘end-of-semester’ examinations. Schools are asked to check the data before finalisation and publication of the course profile/s to ensure details are entered appropriately and correctly.


**Exam Paper release**
The University is undertaking a trial of a revised process for exemption from release of examination papers to be undertaken in Semester 1 2011. The revised process is based on –

- A sample examination paper being released to the Library in place of the final examination paper, in cases where the final paper is not to be released;
- No justification or reason for requesting non-release of the final examination paper is required;
- The sample examination paper is submitted with the final paper, and must be of a similar format and duration to that of the final paper.

The School’s Teaching and Learning Committee supported the University’s preference for the release of all examination papers.

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**Congratulations**

**Award for Executive Dean**

Executive Dean of the Faculty of Engineering, Architecture and Information Technology (EAIT) Professor Graham Schaffer has been honoured for his contribution to the field of powder metallurgy (PM). Having devoted nearly 28 years to the PM industry, Professor Schaffer has been awarded a highly prestigious 2011 International Fellow Award from the American Powder Metallurgy Institute (APMI) International. The APMI International Fellow status is a prestigious, lifetime award bestowed upon eminent authorities and leaders in powder metallurgy and particulate materials. This highly selective award recognizes APMI International members for their significant contributions to APMI International and high level of expertise in the technology, practice, or business of the industry. Up to two awards are made each year. This is the first award to a person residing outside of Europe or North America.

**2010 Dean’s Commendation for Outstanding RHD Theses**

These awards give formal recognition to outstanding PhD and MPhil graduates who receive unanimous commendations from their examiners for a genuine and substantial contribution to their field of research. UQ insists that all our research higher degree theses are examined by acknowledged leaders in the relevant field, no matter where in the world those experts are. No more than 10% of research higher degree graduates are recognised in this way each year.

Congratulations to Dr Michael Bermingham who received this award in 2010. Michael’s project was on Grain Refinement of Cast Titanium Alloys and his supervisors were Dr Matthew Dargusch and Mr Stuart McDonald.

**DMTC Awards**

At the 2nd annual DMTC technical conference, the DMTC awards were announced. Congratulations to Dr Suresh Palanisamy whose team was awarded the Capability Improvement Award. This is awarded to the project team who achieves a significant improvement in technical capability in the area of materials and/or manufacturing technology. The project is on Manufacturing Benchmarking and involves BAE Systems, CAST CRC, SECO Tools, University of Queensland, Millatec, Goodrich, Avoca Engineering and the University of Melbourne.
Learn public speaking
University of Queensland
Six consecutive Thursday evenings

What is a Toastmasters speechcraft course?
- Speechcraft is a program designed for beginners in public speaking.
- The hands-on program provides the "how-to" and the practical experience so critical to progress.
- The Speechcraft program is cost effective as volunteers who are training to be better communicators provide the course.
- An atmosphere of professional camaraderie makes each course a unique learning environment dedicated to personal improvement.

How does the Program work?
The Speechcraft program exposes each participant to a wide range of communication experiences.
- Each participant receives a Toastmasters Speechcraft Handbook plus a range of other materials. These provide valuable reference material after the program is finished.
- The initial prepared speeches are designed with the novice speaker in mind. You need no experience.
- A variety of assigned short speeches help participants develop competency.
- During each meeting a short impromptu speaking session is conducted to help participants learn to think on their feet.
- After giving a prepared speech, each participant receives a constructive speech evaluation. This process recognises speakers for their strengths and provides valuable guidance on how future presentations may be improved.
- Upon completion of the basic course you may continue your training at a Toastmasters Club.

Week 1:
Educational – Dealing with Nerves
Educational - Impromptu Speaking
'Ice Breaker' speeches & evaluations
Educational - Selecting Your Topic
Discussion of next speech – 'Be in Earnest'

Week 2:
Impromptu speaking
Educational - Create an Introduction
'Be in Earnest' speeches & evaluations
Educational – Evaluations
Discussion of next speech - 'Organise your Speech'

Week 3:
Impromptu speaking
Video Review – Evaluations
'Organise your Speech' speeches & evaluations
Discussion of next speech – 'Show What You Mean'

Week 4:
Impromptu speaking
Educational – Making a Toast
'Show What You Mean' speeches & evaluations
Discussion of next speech – 'Vocal Variety'

Week 5:
Impromptu speaking
Making a Toast
'Vocal Variety' speeches & evaluations
Discussion of next speech – 'Working With Words'

Week 6:
Impromptu speaking
Toastmasters International Overview
'Working With Words' speeches & evaluations
Educational – Visual Aids
Presentation of Certificates
Participant Feedback
To register for this course please complete the following form and email it to Mark Griffin at m.griffin@uq.edu.au. For further enquiries Mark can also be contacted by phone on 0448 176 926.

Name: ........................................................................................................................................

Phone number: ......................................................................................................................

Email address: .........................................................................................................................

Total registration cost for the course: $40 per person

The deadline for receiving registrations is the 10th of March.

<table>
<thead>
<tr>
<th>Payment option (please circle)</th>
<th>Details</th>
</tr>
</thead>
</table>
| I have deposited $40 into the bank account | Account: Indooroopilly Toastmasters  
BSB 064 123 / Account Number: 1000 4868  
Please identify your deposit by using the customer reference “UQ Lastname” (eg. UQ Griffin) |
| I have posted my cheque | Payable to Indooroopilly Toastmasters  
Sent to 1 Kythira St, Sunnybank, 4109 |