If in-person, open zoom link to follow / add to chat

Go to Agenda on Faculty of Nursing webpage;

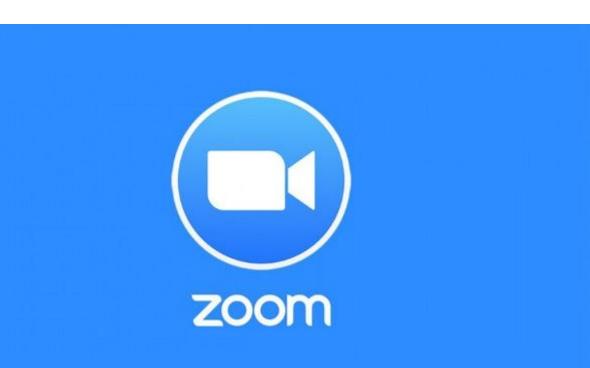
Programs;

Graduate Student Resources and Services;

Graduate Programs Orientation (left hand column) - click on agenda (top of the page)

Zoom link provided there

(ensure you are muted)





# MN & PHD STUDENT ORIENTATION

# FACULTY OF NURSING

Dr. Kara Schick-Makaroff Associate Dean Graduate Studies

Tracy Quigley Anna Hnit Graduate Program Administrators









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•Please contact the Graduate Office team for assistance with any of your questions about course registrations, program progress, graduate research / teaching assistantships, graduate supervision and examinations, and University policies and procedures.

### •Graduate Services Administrators nugrad@ualberta.ca

- Tracy Quigley (MN programs)
- Anna Hnit (Doctoral program)

### •Associate Dean Graduate Studies

kara.schickmakaroff@ualberta.ca

• Dr. Kara Schick-Makaroff RN, PhD

The University of Alberta respectfully acknowledges that we are located on **Treaty 6 territory, a traditional** gathering place for diverse Indigenous peoples including the Cree, Blackfoot, Métis, Nakota Sioux, Iroquois, Dene, Ojibway/ Saulteaux/Anishinaabe, Inuit, and many others whose histories, languages, and cultures continue to influence our vibrant community.





If in-person, open zoom link to follow / add to chat

Go to Agenda on Faculty of Nursing webpage;

Programs;

Graduate Student Resources and Services;

Graduate Programs Orientation (left hand column) - click on agenda (top of the page)

Zoom link provided there

(ensure you are muted)





# AGENDA



# Meet the Dean



Dr. Greta Cummings Dean, Faculty of Nursing

# Communication from the Graduate Services Office

- The <u>Resources for Nursing Graduate Students</u> page on eClass and email messages are the main communication tools we use with students. Please let us know if there is information that you feel would be helpful for us to post.
- Please check the Resources for Nursing Graduate Students eClass page (and sign up for notifications) to receive information about upcoming awards & scholarships, Thursday Afternoon Graduate Sessions (TAGS), student opportunities (such as assistantships) and any other news or events that we feel would be helpful to students.
- Contact our office (<u>nugrad@ualberta.ca</u>) if you do not have access to the Resources for Nursing Graduate Students page on eClass.



# Faculty of Graduate Studies and Research

About Programs Prospective Students

udents Current Students

ts Fellows and Visitors

nd Visitors Awards a

Awards and Funding

Professional Development

t Policies

\* > Current Students > Welcome to Grad Life

https://www.ualberta.ca/graduate-studies/current-students/newgrad.html

# Welcome to Grad Life



#### Gaining Your Bearings

View this short introduction to the services and supports offered by FGSR.

Watch the video Access GSA Orientation events

#### **Taking Early Steps**

Be sure to register for courses, meet admissions conditions, and sign up for your ONEcard by the stated deadlines.

Register for Courses

Faculty of Graduate Studies & Research (FGSR)

- FGSR is your "home Faculty"
- Rules and regulations pertaining to your graduate programs are found in sections for both the Faculty of Nursing & FGSR in the University Calendar
- FGSR is responsible for
  - graduate admissions, program progression, leaves of absence, convocation
  - regulations guiding graduate supervision & examination
  - quality assurance of graduate programs
  - graduate scholarships and awards
- Webinars, workshops, programs for graduate students

# Student Organizations

# GET INVOLVED!!

# Graduate Students' Association (GSA)

- Student-led organization
- Mission: To advocate for a safe, supportive, respectful, accessible, & inclusive community for all graduate students
- Graduate student representatives on University committees
- All graduate students are automatically members (7,600)
  - Access GSA benefits (health & dental plan, student assistance, grants & awards)
  - Collective agreement for Teaching/Research Assistantships
  - Serve on committees, vote in elections
  - Workshops & social events
- GSA Orientation (eClass)

https://www.ualberta.ca/graduate-students-association/services/graduate-student-orientation.html Complete all the modules by September 30, 2023 to be entered into a draw for an iPad!

https://www.ualberta.ca/graduate-students-association/index.html



### Services and Resources for GSA Members

The GSA negotiates for and offers its own services for graduate students at the University of Alberta. Information on our services can be found by choosing a link from the left-side list. Please <u>Contact Us</u> if you have any questions or concerns.

#### Highlights

Mental Health	-
<ul> <li><u>Graduate Student Assistance Program (GSAP)</u> offers free access to short-term counselling as well as specialized resources</li> </ul>	
<ul> <li><u>GSA Health and Dental Plan</u> offers coverage for visits to your Psychologist, among others</li> </ul>	
<ul> <li><u>U of A Counselling and Clinical Services</u> for free access to individual and group therapy</li> </ul>	
Wellness Supports:	
<ul> <li>Mental Health Skills Training</li> </ul>	
<ul> <li><u>Community Engagement and Wellness</u></li> </ul>	
<ul> <li>Individual <u>Social Worker Support</u></li> </ul>	
<ul> <li><u>A Psychologist's Survival Guide to Graduate School</u></li> </ul>	

https://www.ualberta.ca/graduate-students-association/services/index.html

# Nursing Graduate Students' Association (NGSA)

- Official voice for Faculty of Nursing graduate students at the University of Alberta
- Both Master's and PhD students can sign up to become members (nursgsa@ualberta.ca)
- Promote general welfare of nursing graduate students through social, recreational, cultural, academic, & community-oriented endeavours
- NGSA has two representatives who serve on GSA Council
- NGSA recommends names of graduate students for representation on Faculty of Nursing Committees
- Follow NGSA on Facebook and Twitter

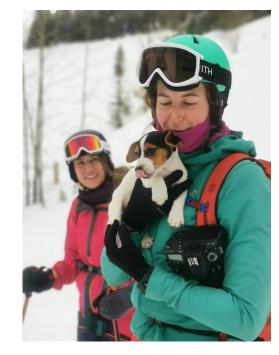


# **DENTORUS**

Outgoing 2023-2024 Co-Directors: **Muriel Valenzuela** BScN, RN, MN Student **Karlin Su** BScN, RN, MN-NP FAA Student **Alyssa Lord** BScN, RN, MN-NP FAA Student

## Your Current Co-Directors





### Muriel

Karlin

Alyssa

### About us

MentorUs is a nursing graduate and doctoral student initiative to provide peer-peer mentorship at the University of Alberta Our hope is to build community and provide a platform for connection amongst MN and PhD nursing students

**Our Vision** 

### **Our Mission**

Mentor Us envisions an academic community in which nursing students of all backgrounds and programs experience empowering relationships and community networking. To enhance the quality of the Nursing Graduate student experience through the use of a peer-to-peer mentorship program that facilitates students' personal growth, confidence levels, leadership abilities, and academic success, to develop exceptional nursing scholars, practitioners, and leaders for the future.

### How you can get involved

# Apply to be a mentor!

Apply to be a mentee!

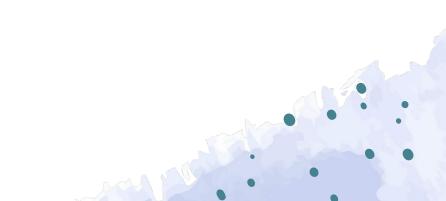
# Apply to be a co-director!

# Benefits of Being a Mentor

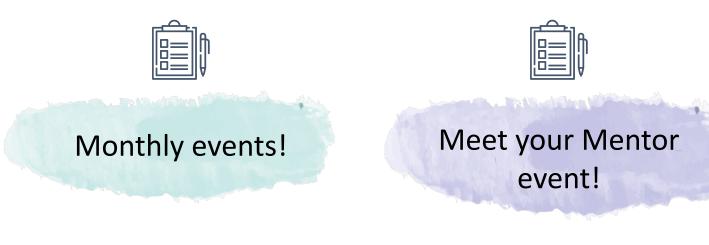
- Opportunity to practice leadership skills
- An opportunity to pass on your knowledge
- Practice giving/receiving feedback
- Refine communication skills
- Networking
- Improved graduate experience
- Contributes to CV

### Benefits of Being a Mentee

- Meet other nursing graduate and PhD students
- Ask questions to peers about expectations of the program
- Learn about university services
- Navigate program coordination
- Share your experiences with capstone/thesis projects
- Networking



### What to expect this year!





Ability to participate remotely and in-person

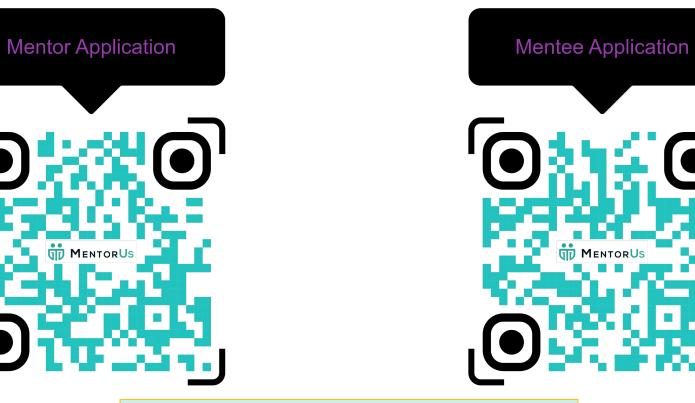
Panels with alumni & practicing NPs

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Interested in being a **Mentee?** 



Scan QR Code for Application form. Application Deadline: Oct 1, 2023



www.mentor-us.com

### Where to find us Or you can join us for our

monthly events:

Stay tuned with your U of A gmail to find out about events!

Email us at: mentorus@ualberta.ca

## Interested in Being A Co-Director?

### Join Our Team!

If you are passionate about fostering mentorship among peers, this is a role for you!

Commitment of 2 years minimum, 2023/2024 and 2024/2025 academic years required.

Time commitment approximately 1 hour weekly.



# THANK YOU!

CREDITS: This presentation template was created by Slidesgo, including icons by Flaticon, infographics & images by Freepik

Date	Торіс	Presenter
Sep 14 1:00 - 1:50pm Zoom Registration link	Technology Tools for Academic Success in Graduate Studies	Erik Berglund eLearning Office
Sep 21 1:00 - 1:50pm <u>Zoom</u> <u>Registration link</u>	Graduate Student Welcome & Essential Tips for Your Success – Getting Started on a Good Path	Dr. Shannon MacDonald Dr. Hannah O'Rourke Sobia Idrees (PhD student) Josh Vriends (MN-NP student)
Sep 28 1:00 - 1:50pm ECHA 2-464 <u>Zoom link</u>	Research & Chocolate PhD & Post-Docs	Dr. Kara Schick-Makaroff



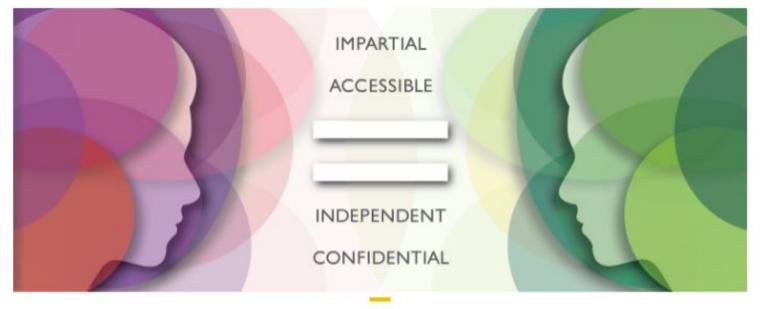
# Thursday Afternoons in Graduate Studies

# Campus Services & Resources



# Student Ombuds

## Office of the Student Ombuds



The Office of the Student Ombuds is a confidential service that strives to ensure that university processes related to students operate as fairly as possible. We offer information, advice, and support to students, faculty, and staff as they deal with academic, discipline, interpersonal, and financial issues related to student programs.

# Ombuds Services

- Consultations to support students, faculty and staff as they deal with academic, supervisory, discipline, interpersonal, and financial issues related to student experiences in their program.
- Provide educational awareness and consciousness-building to address issues of systemic racism and discrimination
- Support students to ensure fair processes and to ensure that student voices are heard in addressing issues.
- Students can make appointments for independent and confidential consultation at any time.
- <u>ombuds@ualberta.ca</u>, <u>gradomb2@ualberta.ca</u>, <u>gradomb@ualberta</u>.

### **International Student Services**

Prepare for U of A

**Online Orientation** 

Entering Canada

Tuition Deposit and Fees

**Course Registration** 

Budgeting

Find Housing

What to Bring

**Bringing Family** 

Welcome Services

U of A+: International Undergraduate Academic Success Program

## International Student Online Orientation

### Prepare for your U of A experience!

#### Complete the International Student Services Online Orientation today!

Online Orientation consists of nine modules and is a self-paced e-Class, accessible through <u>Bear Tracks</u> with your CCID. Each module contains valuable information on the unique aspects of student life at the U of A.

You will learn what you need to know for each step of your transition to the University of Alberta, starting with information on:

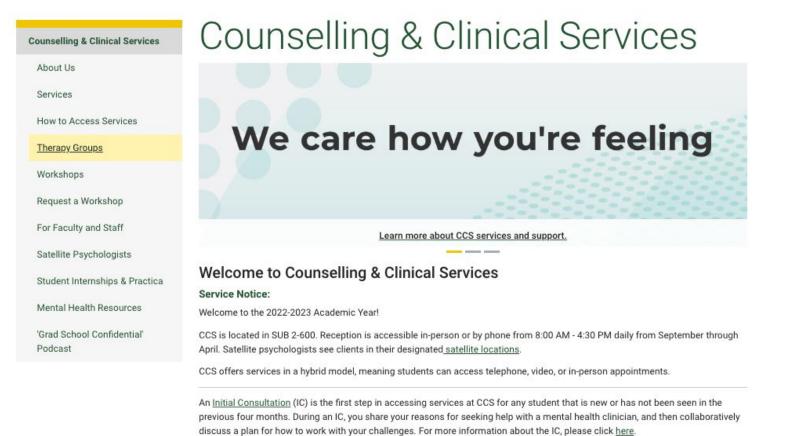
- · How to apply for a study or work permit
- How to find housing
- · What health insurance you require
- · What you need to bring
- What Cultural Patterns to start to think about

#### Take Online Orientation in your own time.

You have the freedom and flexibility to complete each module on your own time. It is a great introduction to the University of Alberta and some of the surrounding Edmonton community; it allows you to explore and familiarize yourself with U of A's services and resources.

Start Online Orientation now

### **Student Wellness Supports**



Students who currently reside in Alberta can book an IC by calling CCS reception at 780-492-5205 on weekdays, between the hours of 8:00 a.m. - 4:00 p.m. As our service is experiencing unprecedented demand this year, and we have been unable to book many

#### https://www.ualberta.ca/current-students/counselling/index.html

# Graduate Students Association – Homewood Health

### Graduate Student Assistance Program

You can also learn about the Graduate Student Assistance Program in Farsi, Amharic, Arabic, Slovak, or Tigrinya.

Administered by Homewood Health, GSAP provides **confidential counselling services** on a broad range of issues including, but not limited to: anxiety, stress, depression, conflict, managing multiple life roles, etc. The GSAP also offers a wealth of **health promotion programs** and services including nutritional and fitness consultations, legal and financial consultations, and a health and wellness library of articles and e-courses.

Homewood Health's health professionals are registered psychologists or master's-level registered counsellors, chosen for their extensive experience dealing with a variety of psychological and health issues. The counselling provided is solution focused cognitive behavioural therapy (CBT) and the counsellor and client determine the number of sessions needed to address the issue.

All GSA members are enrolled in GSAP, and their partners and dependents can also access the program. Homewood Health's services are accessible 24 hours a day, 7 days a week, 365 days a year.

#### Services Include:

E-Learning Courses	Financial Consultation	Elder and Family Care	Career Counselling
Health Assessments	Resolving Conflict in Intimate Relationship	Legal Advisory	Shift Worker Support
Mobile Solutions and Social Media	New Parent Support	Taking Control of Alcohol Use	Taking Control of Stress
Jumpstart Your Wellness	Foundations of Effective Parenting	Smoking Cessation Program	Responsible Optimism
Nutritional Counselling	Childcare and Parenting	Stop Smoking: Get You Life Back	Resilience
Taking Control of Your Money	Busy Family	Embracing Workplace Change	Taking Control of Your Mood
Taking Control of Anger			

### https://www.ualberta.ca/graduate-students-association/services/graduate-student-assistance-program.html

### Academic Writing Development

#### Writing Services

#### Undergraduate Support

Graduate Support

Academic Copy Editing

About

### Writing Services

### Writing Services

Peer Tutoring | Professional Advising | Writing Cafés Writing Workshops | Academic Copy Editing

#### WELCOME TO WRITING SERVICES

Looking for support to enhance your academic writing skills? Writing Services at the Academic Success Centre (ASC) provides **free** support to undergraduate and graduate students of all levels. We are conveniently located on the second floor (2-703 SUB) of the Student Union Building. Our services are available year-round.

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Our team is made up of experienced peer tutors and professional writing advisors who are dedicated to providing high-quality support to students. We offer a range of services and resources to support students in their academic writing journey, including:

- Writing appointments: online and in-person consultations with a peer tutor or professional writing advisor.
- Workshops: in-person and online courses to help you develop specific writing skills.
- Writing Cafés: group writing sessions where you can work on your writing in a supportive environment.
- Academic Copy Editing: professional editing services to enhance the clarity and accuracy of your writing.

### https://www.ualberta.ca/current-students/centre-for-writers/index.html



## Applying for Graduate Student Awards

### Faculty of Graduate Studies and Research

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Awards and Funding > Scholarships and Awards

#### Scholarships and Awards Department Awards University of Alberta Graduate Recruitment Scholarship University of Alberta Graduate Entrance Scholarship FGSR Graduate Travel Awards Graduate Student Engagement Scholarship Scholarships and Awards Killam Trust Scholarships Faculty of Graduate Studies and Research Andrew Stewart Memorial Graduate Prize Tri-Council Canada Graduate FUNDING YOUR GRADUATE EDUCATION Scholarships The University of Alberta has a wide array of awards, scholarships and prizes to assist in funding your graduate studies. Top-Up Awards

Awards, scholarships and prizes, which are awarded to outstanding applicants, are funded by a variety of sources including the Government of Canada, Government of Alberta, and the generosity of the university's many donors. Some awards are exclusive to specific programs

**Key Sites** 

Access the GSMS Awards Portal

Search for Department-Specific Awards

### https://www.ualberta.ca/graduate-studies/awards-and-funding/scholarships/index.html

#### Scholarships and Awards

Alberta Innovates Graduate Scholarships

# Types of Scholarships & Awards

- **Department specific** open to Nursing students only
  - Awards sponsored by Nursing donations / endowments
- Interdepartmental & Open Competition open to students in all faculties
  - Students cannot apply directly, and must be nominated by their Faculty
  - Initial review & recommendation by Faculty of Nursing Awards Committee (eg. AGES-Alberta Graduate Excellence Awards)
- External awards & studentships (eg. Killam; CIHR / SSHRC doctoral scholarships; Graduate Scholarship Awards; Vanier; Trudeau Foundation)
  - Students apply directly
  - Reviewed and nominated by FGSR Graduate Scholarship Committee
- External awards adjudicated outside the University
  - Apply directly to external agency (eg. Alberta Innovates AbSPORU Awards)

# Scholarship Application Deadlines

- Awards are offered throughout the year, including Summer months
- For awards adjudicated within the University, the Graduate Services Office will set an internal deadline
- Deadlines will be posted on eClass
- Deadlines are firm! FGSR does not accept late applications

#### Applying for

#### Graduate Teaching Assistantships (GTA)

#### Graduate Research Assistantships (GRA)





# Assistantships (GTA and GRA)

- The Faculty of Nursing invests >\$250,000 / year in our program of teaching and research assistantships
- Available positions are either
  - Posted by faculty members who have available funds
  - Graduate students recruited directly by their graduate supervisor
- Graduate students may work up to 12 hours / week each term in these roles
- Develop skills for future academic roles
- Obtain experience in teaching roles
- Learn how to be a member of a research team
- Obtain funding for graduate student support

## Faculty of Graduate Studies and Research

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Professional Development

Policies

A > Professional Development > Professional Development Requirement

https://www.ualberta.ca/graduate-studies/professional-development/professional-development-requirement/index.html

Professional Development Requirement

Forms

Eight Hours of Professional Development Activities: Guidelines

Individual Development Plan (IDP)

PD Requirement Training Series

## Professional Development Requirement



#### FGSR Professional Development (PD) Requirement

- **Step 1** Create Your Individual Development Plan (IDP)
  - Engage in self-assessment & reflection
  - Identify 2 or 3 development goals that you want to focus on to develop skills not directly included in your program of study
  - Review your IDP with your Faculty Advisor/Graduate Supervisor
- Step 2 Document your completion of 8 hours of professional development activities related to your IDP goals
  - Complete self-assessment/reflection How did the activity support your goals?
- Step 3 Review with graduate supervisor and submit the IDP & PD Completion form summarizing completion of PD activities. This form can be found in both the FGSR Forms Cabinet and the Faculty of Nursing's Forms and Guidelines page
  - FGSR Forms Cabinet: <u>https://www.ualberta.ca/graduate-studies/policies/resources-for-faculty-and-staff/forms-cabinet.html</u>
  - Faculty of Nursing's Forms and Guidelines: <u>https://www.ualberta.ca/nursing/programs/graduate-student-resources-and-services/forms-and-guidelines.html</u>

Nursing **Options to** meet PD Requirement in 2023-2024

- Are you interested in professional development in:
  - 1. Developing Academic Writing Skills?
  - 2. Addressing *Planetary Health*\* in Nursing Issues?
  - 3. Systematic Literature & Evidence Review for Nurse Practitioner Students?
- Each of these 3 topics are available on the <u>Resources for Nursing Graduate Students</u> eClass site that illustrate:
  - examples of development goals for your IDP
  - summaries of available resources, webinars, workshops, learning activities

\**Planetary Health* – "A rapidly emerging field focused on understanding, communicating, and addressing the extensive human health threats associated with rapidly changing environmental conditions." (Faeron Guzman, C.A., and Potter, T. (2021). The Planetary Health Education Framework, (p. 49)

#### Faculty of Graduate Studies and Research

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☆ > Professional Development > Ethics and Academic Citizenship Requirement

Ethics and Academic Citizenship Requirement

What is Academic Citizenship?

INT D 710: Ethics and Academic Citizenship

INT D 720: Advanced Ethics and Academic Citizenship

Academic Integrity and Ethics Requirement Resources

Ethics Online Training Suite

#### Ethics and Academic Citizenship Requirement



As members of the University of Alberta community, graduate students are expected to uphold the highest degree of ethical practice in the conduct of their education, research, workplace behaviour, and professional activities. To ensure that you understand your rights, responsibilities, and obligations, all graduate students complete an ethics requirement.

#### https://www.ualberta.ca/graduate-studies/professional-development/ethics/index.html

### Graduate Grading System

#### **Final Grades**

•At the end of the course, the total (out of 100) will be converted into a final grade using the University of Alberta grading system. The FINAL COURSE GRADE is based on a combination of absolute academic achievement (an individual student's term summary mark) and relative performance (a comparison of a student's term summary mark to all students' term summary marks achieved in the class). The University of Alberta uses a letter grading system for most courses. For students registered in the Fac and Research the minimum passing course grade is C+. In addition, some courses are offered on a credit/ distribution according to the four-point system is as follows:

Course Grades Obtained by Graduate Students:

	Alpha	Grade Point	
	A+	4.0	
Excellent	А	4.0	
	A-	3.7	
	B+	3.3	
Good	В	3.0	Minimum admission GPA
	B-	2.7	Min. Academic Standing GPA
Satisfactory	C+	2.3	Minimum Course Pass Mark
Failure	с	2.0	
Failure	C-	1.7	
Failure	D+	1.3	
Failure	D	1.0	
Failure	F	0.0	

# **Code of Student Behavior**

- Identifies potential wrongdoings by students against people and property that may result in formal investigation and discipline.
  - Defines investigation procedures and potential sanctions/penalties
- Examples of inappropriate behavior include (but are not limited to):
  - Disruptions, harassment, discrimination
  - Damage to property
  - Unauthorized entry, unauthorized use of facilities or equipment
- Examples of inappropriate academic behavior
  - Plagiarism, cheating
  - Misuse of confidential materials
  - Research & scholarship misconduct
- Examples of potential sanctions include expulsion, suspension, fines, restitution, conduct probation, written reprimand, exclusion from specific University areas, mark reduction, grade reduction

https://www.ualberta.ca/governance/resources/policies-standards-and-codes-of-conduct/code-of-student-behaviour.html

### Requests for Informal Grade Appeal & Formal Appeal



Before launching a formal appeal, seek informal resolution by working directly with the faculty member. If unresolved, consult the Associate Dean Graduate Studies



Formal requests for reappraisals of grades on assignments/exams must be in writing (see required form)

- Submitted within 10 days of receiving grade
- Assoc Dean arranges for blind reappraisal, and the resulting mark is final



Consult the Ombuds for support in navigating appeal processes, and preparing your materials for appeals

https://www.ualberta.ca/nursing/media-library/forms/grad/gpi\_general-information\_appeal-polici es-and-procedures-for-graduate-programs.pdf

# Requests for Leave of Absence

- If you encounter personal challenges that impact your progress in your studies, you may be able to apply for a leave of absence (Maternity/Parental leave, Exceptional leave including medical or compassionate grounds, or Professional leave of absence).
- The time limit for completion of the degree will be extended by the duration of an approved leave.
- Note that leaves may have impact on funding from awards and scholarships.
- Please consult with your supervisor and the Graduate Office to explore possible options.

Learning in Hybrid and Virtual Environments

- Classes are predominantly "synchronous", meaning that the instructor meets with students for seminar at a regularly scheduled time.
- "Hybrid" classes are timetabled with two sections (one on campus, and one on zoom), who meet at the same time and are engaged as one group.
- Instructors may choose whether to record lectures / zoom sessions.

#### Panel

Anne Summach / (NP Program Coordinator)

Stephanie Chamberlain (Assistant Professor)

Theodosie Umugirwa (MN student)

Marlo Salum (MN NP student)

Laura Reifferscheid (PhD candidate)

### Expectations: Online / Hybrid Learning

The etiquette of online learning is that you are physically and cognitively present.

Turn your cameras on.

Engage in discussion either verbally or via chat (or both).

If you cannot attend an online / hybrid class, email the instructor in advance to let them know.

If you cannot have your camera on for a period of time, let the instructor and your colleagues know why.

These expectations further support students in developing relationships with their peers and cohort.

Out of respect for your colleagues, guest speakers, and instructors, it is your professional responsibility to be present and fully engage in online / hybrid learning.

#### What are the differences between didactic teaching (i.e. lecture)

and seminar?



# What are your responsibilities as a graduate student?

Read about these expectations <u>here</u> You are required to have expertise in Word, Track Changes PowerPoint, U of

Date	Торіс	Presenter
Sep 14	Technology Tools for Academic	Erik Berglund
1:00 - 1:50pm	Success in Graduate Studies 1	eLearning Office
	Zoom registration link to follow	

# Get to know the eClass learning management system!

- eClass is a site that contains resources for each course that you are registered in (eg. Course outlines, announcements, readings, assignment drop box)
- TAGS session on Technology Tools (eClass, Google suite, tips for Zoom) by the Faculty of Nursing eLearning support team

Thank you!

Your questions are welcomed.

