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For Internal Circulation Only



Transitions: From School to College



Also Inside:

- Pre-U Explore Programme
- Researching for College & University Students
- Ye Olde English Language: Grammar



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**Jeffrey Cheah
Foundation**
Nurturing the Seeds of Wisdom



TRANSITIONS:

From School to College

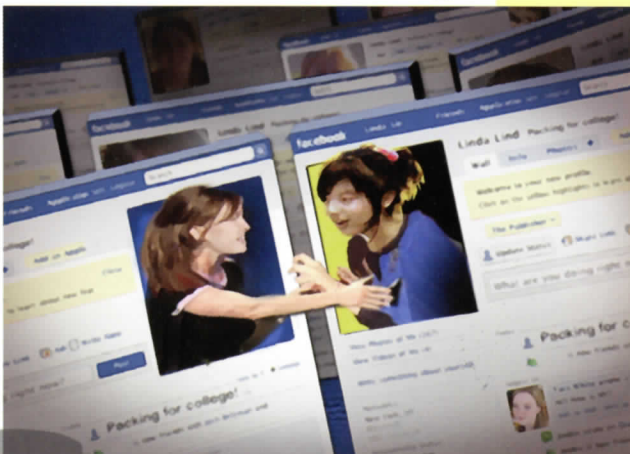
Leaving High School to attend College is a very different prospect from leaving Form 4 to go into Form 5. Everything is new, and you're no longer the biggest fish. But at least you don't have to wear uniforms anymore!

Freedom! You're going to have a lot more free time and freedom to do what you want (especially if you have a car), depending on your parents, of course. Coping with this freedom is important to your campus life and studies, as there are a million distractions out there. Hiding in a box doing nothing but homework is not the solution however. The solution is Moderation. Some of everything, including partying, is good. Too much of one thing is bad. The most valuable currency you have to spend is time; spend it wisely.



Freedom!

Brave New World



If you're lucky enough to have entered campus life with some old school friends, count yourself privileged. Many, if not most, campus students have to make new friends, deal with new cliques, and deal with a new environment. Friends are good to have, so go get some! Luckily, there are a million things on campus to do with other people, so just look around for events that you like, and you'll naturally meet like-minded people. If nothing suits your fancy, start something yourself! You're probably not the only [insert hobby]-liking person out there. The important thing is to actually do stuff and not be a hermit.



A woman with blonde hair, smiling, is depicted with multiple arms, multitasking. She is sitting at a desk with a keyboard. Her arms are holding a donut, a hairbrush, a tablet, and a coffee cup, while her hands are on the keyboard.

What's most important to you?

- ☐ Money
- ☐ Friends
- ☐ Family
- ☐ Romance
- ☐ Education
- ☐ Fun
- ☐ Faith

A row of ten black silhouettes of graduates in caps and gowns, celebrating with their caps raised in the air. The background is a light yellow gradient.



WHY JOIN?

DESIGNED FOR
PRE-UNIVERSITY
STUDENTS (YOU)

OPPORTUNITIES TO
LEARN
SOFT SKILLS,
ADAPT TO
CAMPUS LIFE,
ENHANCE YOUR
STUDY & LEARNING
SKILLS,

TAKE THE
FIRST STEPS
IN DISCOVERING
THE CAREER PATH
THAT'S JUST RIGHT
FOR YOU.

HOW TO JOIN?

REGISTRATION IS
SUPER-DUPER EASY!
JUST COME TO THE
STUDENT SERVICES
DEPARTMENT AND
ASK FOR MEMBERSHIP.

THE COST IS
A ONE-TIME
FEE OF RM10*

THAT'S IT!

*REFUNDABLE TO
SCHOLARSHIP HOLDERS

1

2



WHAT'S IN STORE?

TEA-TIME TALKS
BY PROFESSIONAL
TRAINERS,
COMPANY VISITS,
CAREER DISCOVERY,
JOB SHADOW DAYS
(EXPERIENCE A
DAY IN THE LIFE
OF A REAL-WORLD
EMPLOYEE)!



WHAT DO I GET?

CERTIFICATE OF
COMPLETION
CERTIFIED BY
SUNWAY'S
DIRECTOR OF
STUDENT SERVICES
AND
HEAD OF
CAREER SERVICES.

COLLECTING EXTRA
CREDITS GETS YOU
A FREE
PREMIUM GIFT.

PLUS OTHER
REWARDS AND
BONUSES!



FOR MORE INFORMATION ON THE

eXplore PROGRAMME

VISIT BIT.LY/SUNWAYEXPLORE, OR

COME DOWN TO SSD
AND HAVE A CHAT WITH
MARK SAW OR SHARON TAN.

FOR NEWS UPDATES:

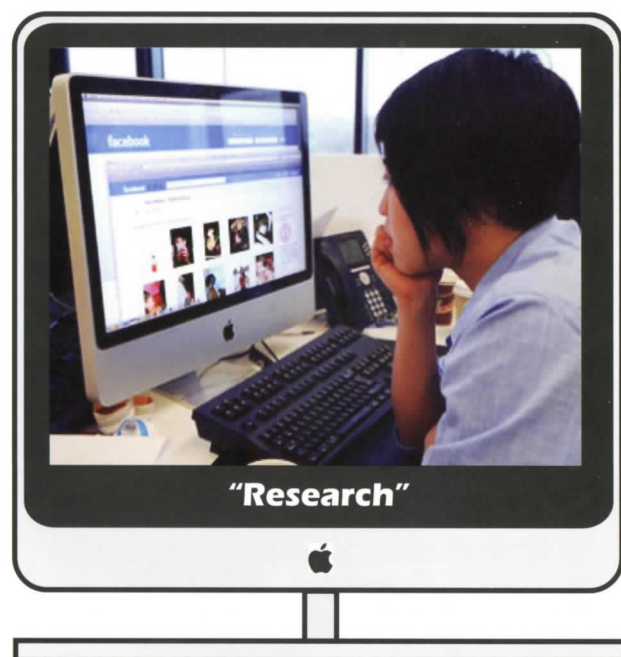
 [FACEBOOK.COM/SSD.SUNWAY](https://www.facebook.com/SSD.SUNWAY),
 [@SUNWAYSSD](https://twitter.com/SUNWAYSSD)

RESEARCHING FOR *COLLEGE &* UNIVERSITY STUDENTS



RESEARCHING

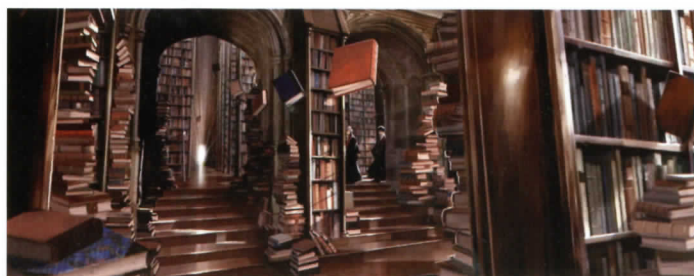
is a fundamental skill in college life. You WILL be doing lots of research assignments in college, university, and in life! One thing to note: Academic Research is many things, but it is NOT copy-pasta-ing Wikipedia articles! You must use properly accredited and scholarly resources, and note them down properly. "Source - ME!" is not acceptable, neither is "My lecturer said so" - however if your lecturer did write a book or article that you use, feel free to cite them in whichever style you are using for your essay.



PLANNING YOUR RESEARCH

It's very important to plan your research. Randomly looking around the internet is a great way to get distracted and waste time. You'll most likely be on facebook or 9gag or youtube within 20 minutes of doing 'research'. Write down the key information you need to know, and where you're going to get it. If it's a research assignment, break up the question into smaller subtopics, so you can narrow the focus (hint: typing out your entire question verbatim will not work, as everybody else is going to be doing this) of your research.

You should plan to get references from multiple sources, so try to get sources from books (library) as well as online articles and journals. Plan a timetable too! You cannot do all your research in a single day, or you will have a badly-researched paper.



Research Is Magic

LIBRARY RESEARCH

You do remember where the library is, right? Once you get there, find a workspace that is quiet enough for you to think and spacious enough to spread your work out.

Familiarise yourself with the library's layout and sorting before beginning. If you need help you can ask the librarian, but it will go much faster (and you can get out quicker) if you know how to search for books yourself. There will be a sorting system and a computer terminal to help you look for specific topics or books. Use it!

When you have several books ready, start looking through the content pages for potentially useful sections. You don't need to read the entire book to reference it! Learn to skim text for key words. It should not take you more than a few minutes to skim a section. If a section does not look usable for your project, move on to the next. If it does seem good, then read it more in depth and UNDERSTAND what it says.

Reading through reference books and understanding their concepts is a form of studying, and WILL help in your exams! If it's a borrowed book, highlighting is out of the question, so photocopy the relevant information you need. It is also VERY IMPORTANT to note the title, author, publication date and publisher of the book, as well as page numbers of material you are using (although the page numbers should be on your photocopies) for citation purposes. Once you have several references and citations for each subtopic that answers the question, you're done! If you feel the need to read more, you should borrow one or two key books to refer to at home.



ONLINE RESEARCH

The college student has never been more blessed and cursed than by the CTRL-C and CTRL-V keys. Stay away from these! You should VERY RARELY copy a sentence (or even worse, a paragraph) directly into your essay. Learn to paraphrase.

When looking online, there are vast amounts of knowledge at your fingertips. Unfortunately there are also vast amounts of rubbish, so it is a dangerous prospect. Be sure to use only verified trusted sources, such as scholarly articles and peer-reviewed journals. Check with your college as they probably will provide some access to paid online scholarly works for you such as LexisNexis. You may be able to find some free article access out there as well, but make sure the site is legit and not just someone's blog. Note down the URL of the website you visit as well as the date you accessed it for citation purposes. News sources such as Reuters or Associated Press are generally considered acceptable. Citing scholarly articles and peer-reviewed journals is similar to citing physical books, by the way. Check your style guide to make sure you're doing it right.

CITATIONS, REFERENCES, AND PLAGIARISM

Proper referencing and citation is of UTMOST importance. If you do not properly reference you can be guilty of plagiarism. Plagiarism in many institutions can result in anything from failing the subject to being expelled! Luckily, many colleges use verification tools to assist students in this, such as Turnitin. Check carefully with your lecturer to avoid being accused of plagiarism!

How you actually cite and reference depends on which style you choose, or your college chooses for you. You may have a choice, or be limited to one or more styles. Get familiar with them! There are many, but some of the most common include MLP, APA, or Harvard. Ask your lecturers for help in learning these methods, or find out how to do them online and follow them TO THE LETTER.

If you do have a choice, it is completely up to you as to which you choose. Choose one that you feel comfortable with. Some styles use in-text citations, some use footnotes, and bibliography/reference sections can differ as well.

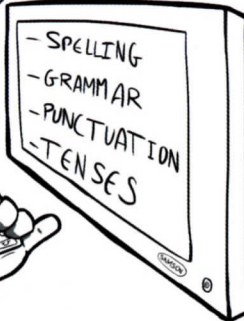


WRAPPING UP

Once you've written your essay/project, be sure that you check through your citations and references, making sure that proper credit is given for each case. If you have conducted your planning phase well, this should be very easy. The important thing is to be organised, or you may lose track of your references and end up being accused of plagiarism (this is a bad thing).

1

HI! I'M SAMSON THE SUN BEAR, AND TODAY WE'LL BE DISCUSSING THE ENGLISH LANGUAGE, COMMON MISTAKES THAT STUDENTS MAKE, AND THE IMPORTANCE OF GETTING IT RIGHT! A WELL-WRITTEN TEXT PIECE REQUIRES PROPER USE OF SPELLING, GRAMMAR, PUNCTUATION, AND TENSES!



YOU MAY NOTICE THAT I'VE JUST DEMONSTRATED ONE ASPECT OF THE ENGLISH LANGUAGE; I USED A COMMA AFTER THE LAST ITEM IN A LIST BEFORE THE "AND". THIS IS KNOWN AS THE "OXFORD COMMA", AND WHILE A STYLISTIC CHOICE, IS GENERALLY CONSIDERED THE MOST CORRECT WAY TO DO IT, AND IT'S THE EASIEST TO REMEMBER!

YE OLDE ENGLISH LANGUAGE: GRAMMAR AND WHY IT'S IMPORTANT

"2B OR NOT 2B?": THAT IS THE QUESTION!



2

SPELLING IS THE EASIEST THING TO GET RIGHT, BUT ALSO THE MOST COMMON THING THAT STUDENTS GET WRONG! YOU DO KNOW THAT MICROSOFT WORD HAS A SPELL-CHECKER, DON'T YOU? USE IT! CHOOSE EITHER AMERICAN OR BRITISH SPELLING, BUT STICK TO ONE!

COLOR
HONORARY
CENTER
CHECK
KILOMETER
LIGHTSABER
REALIZE
ANALYZE
ENCYCLOPEDIA



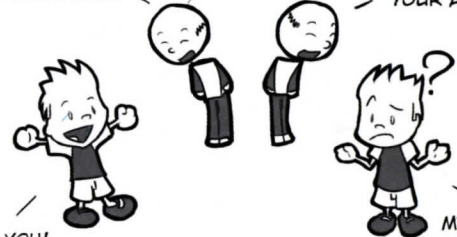
COLOUR
HONOURARY
CENTRE
CHEQUE
KILOMETRE
LIGHTSABRE
REALISE
ANALYSE
ENCYCLOPAEDIA

3

NAZI JOKES ASIDE, GRAMMAR IS EXTREMELY IMPORTANT! IT CAN FACILITATE UNDERSTANDING, OR IT CAN RENDER AN ESSAY COMPLETELY INCOMPREHENSIBLE! FOR EXAMPLE:

YOU'RE AMAZING!

YOUR AMAZING!



THANK YOU!

MY AMAZING WHAT?

4

PUNCTUATION MIGHT SEEM LIKE A SMALL THING, BUT IT CAN COMPLETELY ALTER THE MEANING OF A SENTENCE! PLEASE DON'T EAT GRANDMA!

LET'S EAT, GRANDMA!

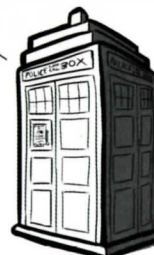


LET'S EAT GRANDMA!



HE WENT

WE ARE



SHE WILL

I HAD



CONSTANTLY PRACTISE AND LEARN THE NUANCES OF THE ENGLISH LANGUAGE; PRACTICE MAKES PERFECT!

5

COMMON CONFUSIONISM:

THERE VS THEIR VS THEY'RE - THESE ARE ALL PRONOUNCED THE SAME, BUT ARE COMPLETELY DIFFERENT!
ITS VS IT'S - "ITS" IS POSSESSIVE. "IT'S" IS SHORT FOR EITHER "IT IS" OR "IT HAS", NOTHING ELSE.
WOULD VS WILL - YOU "WOULD" DO SOMETHING "IF"...
YOU "WILL" DO SOMETHING "EVEN IF"...

I WOULD DIE FOR YOU, MY LOVE!

I WILL DIE FOR YOU, MY LOVE!



TENSES - KEEP THEM CONSISTENT IN YOUR WRITING; YOU ARE NOT A TIME TRAVELLER!

6

FIN.