

7 Hacks: Email Signature Template with Sample Frequently Asked Questions

Greetings

Thanks for your email. You'll find the answer to your question in the FAQs below.

Kind regards,
Associate Professor Bronwyn Lea
WRIT2100 Course Coordinator

FAQS for WRIT2100 Creative Writing: Poetics

Where is the WRIT2100 lecture held?

The Lecture is in [Abel Smith building](#) (24) room 301. It is scheduled from 5-6:20 pm on Mondays. See 4.1 of the WRIT2100 ECP for a calendar of learning activities.

What is an ECP?

The Electronic Course Profiles (ECP) contains all the information you need to know about a course including learning and assessment activities. You'll find the ECP on the WRIT2100 [Blackboard](#) site.

How do I sign up for a tutorial?

Login to [mySI-net](#) to register for a tutorial group as soon as possible. Here are some [instructions](#).

When do tutorials start?

Tutorials commence in week 2 of the [UQ academic calendar](#). See the WRIT2100 ECP for the schedule of learning activities.

Can I register for my preferred tutorial if it's already full?

Neither I nor your tutor have access to make adjustments to si-net. The best option is to check availability on a daily basis. In rare cases, the School of Communication and Arts [academic administrator](#) can help you to change groups.

Who is my tutor?

See the Contacts folder on the WRIT2100 Blackboard site to find the tutor assigned to the tutorial group you registered for on si-net.

What is Blackboard?

[Blackboard](#) is the Learning Management System for WRIT2100 and your other courses. Login with your student number to find the WRIT2100 ECP, as well as all learning resources, discussion boards, assessment materials, and your grades. Here's some [help](#) to assist you in navigating the site.

What if I need help using the library?

The librarian designated to assist you with information services at the SS&H library is [Ms Angela Hannan](#).

Where can I get help with MLA referencing?

Try the [UQ Library "How to" Guide](#) for MLA 8th Edition referencing style.

How do I request a remark on my assignment?

If you would like to apply for an assessment re-mark, you must submit the [Request for Official Remark form](#) to your tutor BEFORE the assessment due date.

How do I request an extension on my assignment? If you would like to apply for an extension, please upload an [Application for Extension of Assessment Due Date](#) form to the assessment folder in Blackboard with appropriate evidence.

Are there poetry clubs at UQ?

You might like to try the [Symposium Poetry Society](#) and [UQ Writers Club](#).

Are there state or national arts bodies that support poets?

You might like to try the [Queensland Writers Centre](#) or [Australian Poetry](#).