

myGriffith

myGriffith user guide for students

The purpose of this document is to provide an overview of myGriffith for students.

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Section 1. myGriffith overview

myGriffith is your gateway to find services and resources at Griffith University.

The information you will see in myGriffith is personalised for you.

You will see information specific for your home campus, your program of study, and your stage in your study (e.g. first year, graduating). You can also view information for other campuses.

Figure 1 myGriffith home page

Section 2. myGriffith home page

The home page displays information which is relevant to you. You will find information that you need daily (f your daily schedule) on the home page.

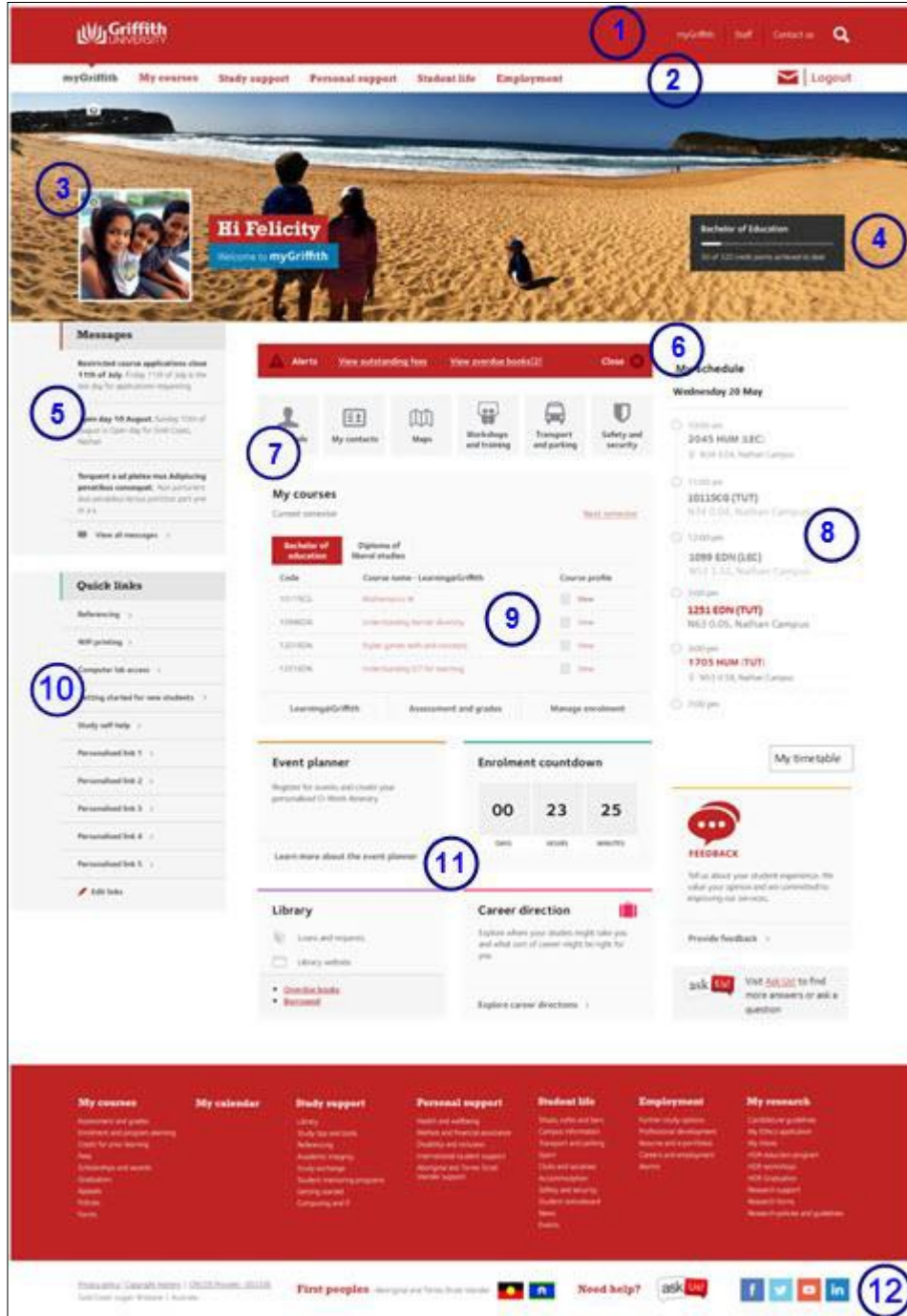


Figure 2 Home page overview

Number	Name	Description
1	Global header	Displays on every page.
2	Menu	Provides access to level 1 pages.
3	Banner	You can upload your own banner and user image photos.
4	Progress bar	Indicates how many credit points you have achieved out of the total for your program.
5	Messages	Keep an eye on the messages. These will include important announcements specific to you.
6	Alerts	Identifies any current negative service indicators. If you have an alert, it may impact the ability for you to enrol or graduate.
7	Icon panel	Links to important information.
8	Personal schedule	Displays your daily schedule. A link to your timetable is available.
9	Course list	A list of courses in which you are enrolled with links to Course profiles.
10	Quick links	You can add your own links for web pages you want to be able to access quickly.
11	Navigation tiles	Keep an eye on the tiles – they will change during the academic calendar.
12	Global footer	Links to all second level pages.

Table 1 Home page features

2.1. Banner



Desktop view




Mobile view

Figure 3 Home page banner

You can upload your own images. The image will stretch to the width of the screen. If no image is uploaded, a default image will be displayed.

2.1.1. To upload an image

Choose  (update your cover photo).
The upload an image window will be displayed.

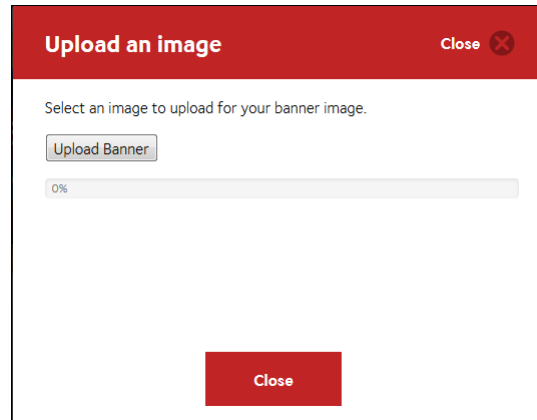
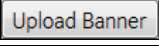


Figure 4 Upload an image window

Select the required file.

Choose  (Upload banner).

Choose  (Close).

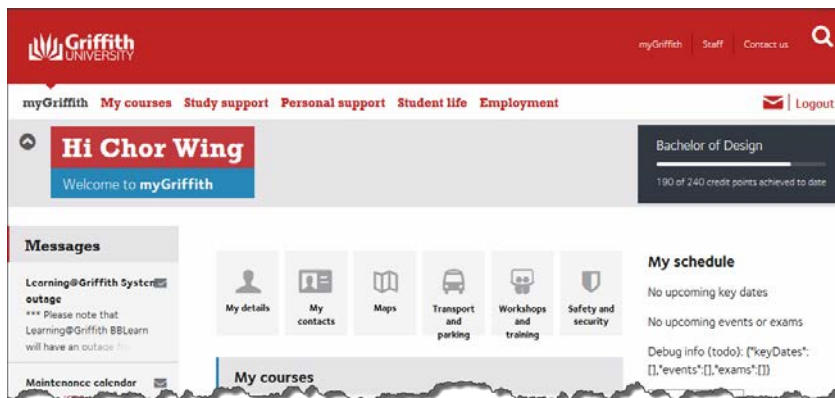
The new image will be uploaded.

2.1.2. Hide the banner

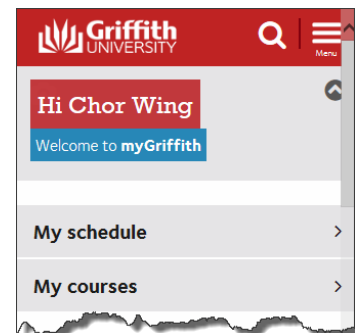
Choose  (Hide banner).

The banner will be hidden. (Refer Figure 5)

A small up arrow will display next to the your name.



Desktop view



Mobile view


Figure 5 Hidden banner



Hint

Hiding the banner is very useful on tablets and small displays to allow maximum screen space.

2.1.3. Displaying a hidden banner

Choose  (Show banner).
The banner will be displayed.

2.2. User image

A small user image displays within the banner.
If no image is uploaded, a silhouette graphic will be displayed.

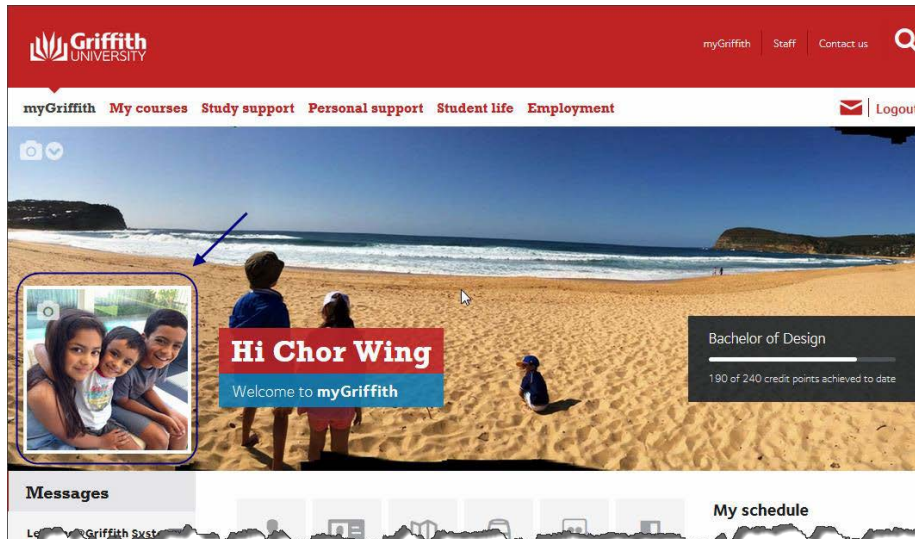



Figure 6 User image displays within the banner

2.2.1. To upload an image

Choose  (update your avatar).
The upload an image window will be displayed. (Refer Figure 7)

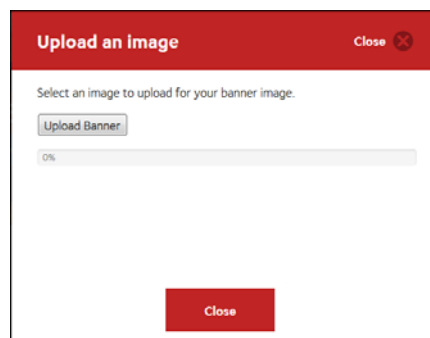


Figure 7 Upload an image window

Select the required file.

Choose  (Upload banner).

Choose  (Close).

The new image will be uploaded.

2.3. Progress bar

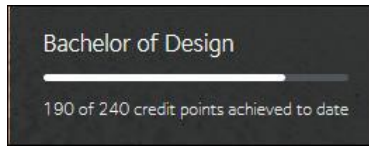


Figure 8 Progress bar



The progress bar is not displayed in the mobile view.

The progress bar shows the title of your program and text indicating how many credit points you have achieved out of the total for that program.



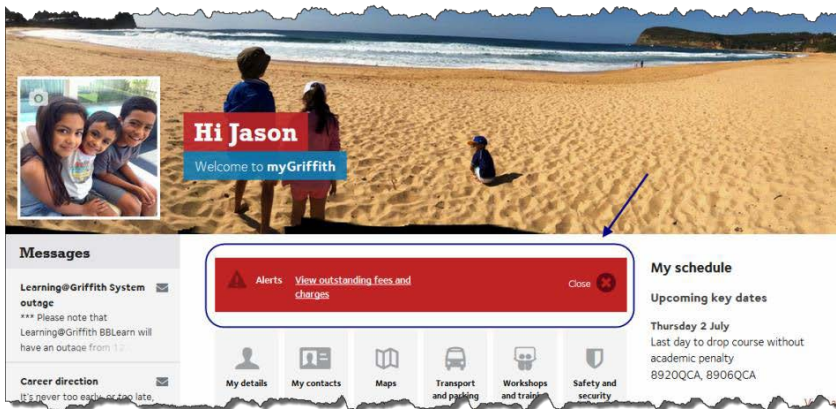
The progress bar will not display for non-award programs and HDR programs.



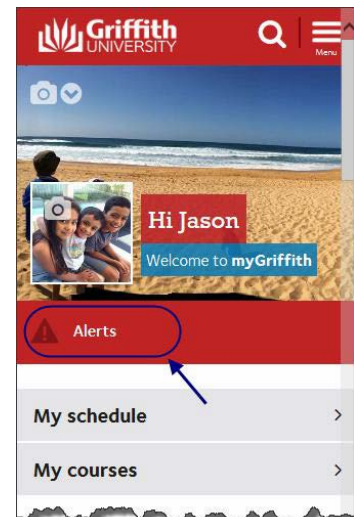
It is important that you check the degree requirements for your program to ensure that all credit points will count towards your graduation.

2.4. Alerts

If you have current negative service indicators, a red alert element displays at the top of the home page, below the banner image (on the desktop view).



Desktop view



Mobile view

Figure 9 Alerts display on home page

2.5. Messages

The three most recent unread messages will be listed in the Messages section on the homepage. For each message, the title and the message summary will be displayed.

Keep any eye on your messages as this is one method for official communication from Griffith University.

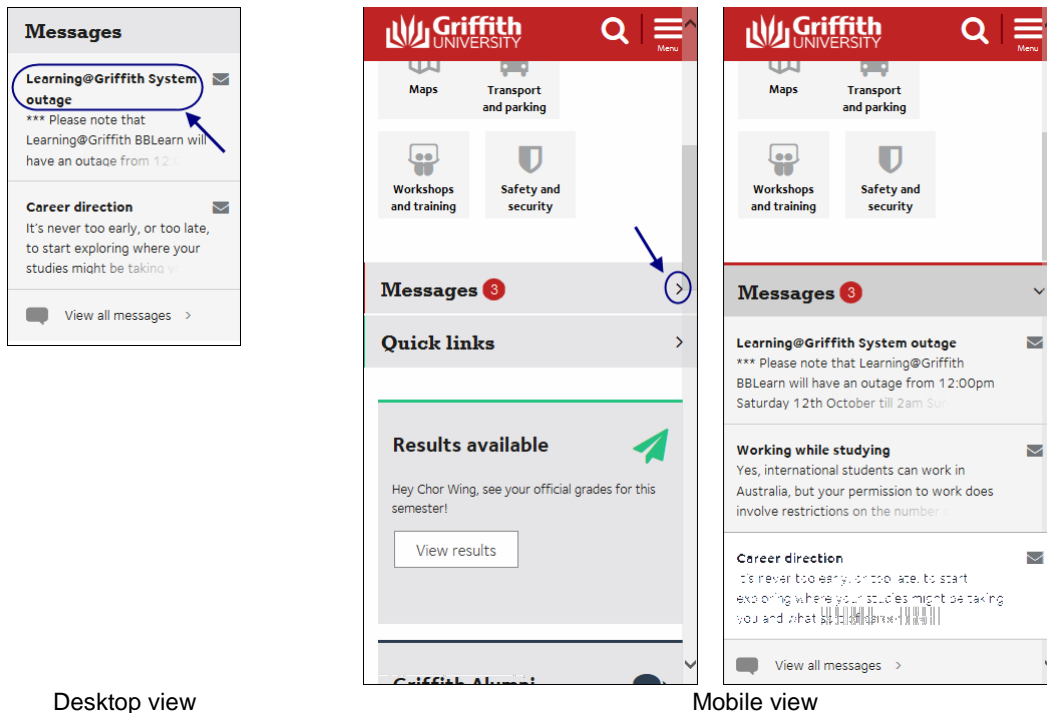



Figure 10 My messages

2.5.1. Messages on mobile view

The number of messages will display adjacent to the heading “Messages”.

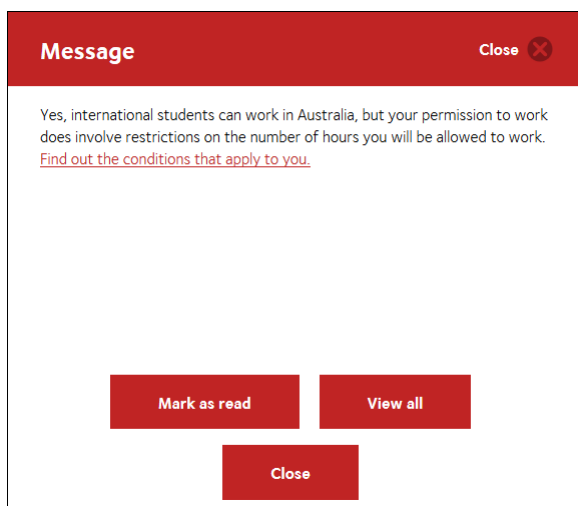
To see the listed messages, choose  (arrow).

2.5.2. To view a message

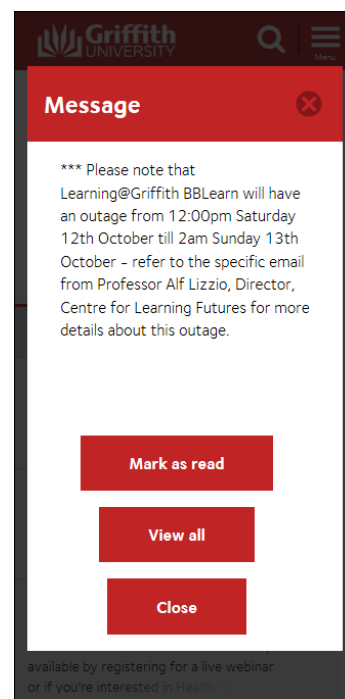
Click the message title.

The message window will be displayed.

You can choose to either mark the message as read, view all messages or close the window.



Desktop view



Mobile view

Figure 11 Individual message window


2.5.3. Mark as read

You can mark a message as read from the home page, when you view the individual message or all messages.

Choose  (Mark as read).

The message will be removed from the Messages section on the Home Page.

2.5.4. View all messages

Choose  View all messages (View all messages) from the message list or

View all from the individual message window.

The All messages window will be displayed.

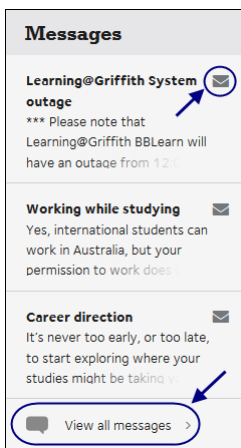
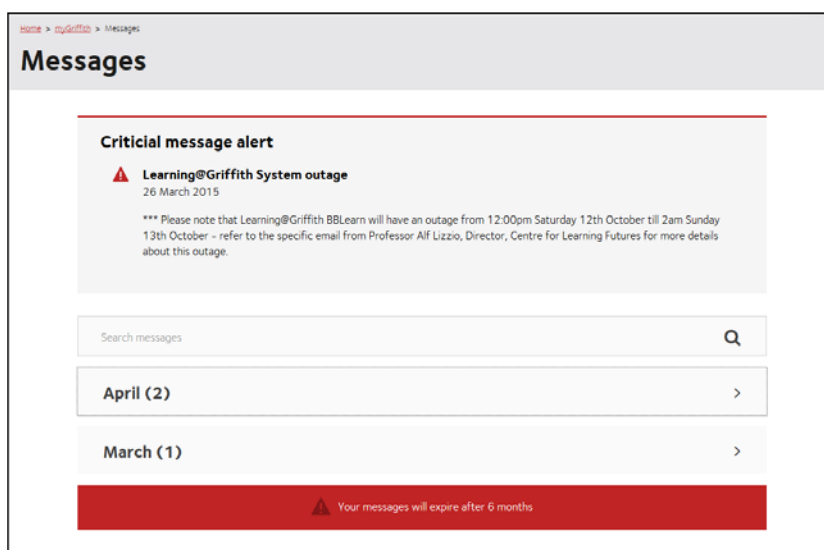
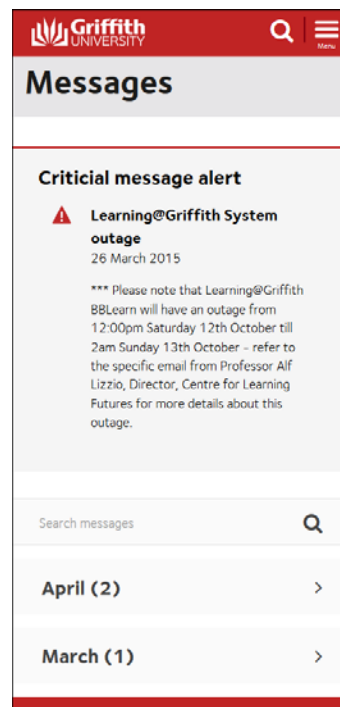


Figure 12 Choose View all messages from the message list



Desktop view




Mobile view

Figure 13 All messages window

2.5.5. All messages grouping

The messages are grouped into the month they were published. The most recent month is automatically expanded.

Choose  (arrow) for the required month to expand the messages for that month.

2.5.6. Critical messages

Critical messages will be displayed at the top of the all messages window.



If you mark a critical message as read, it will not display on the home page messages. It will be listed on the all messages window.

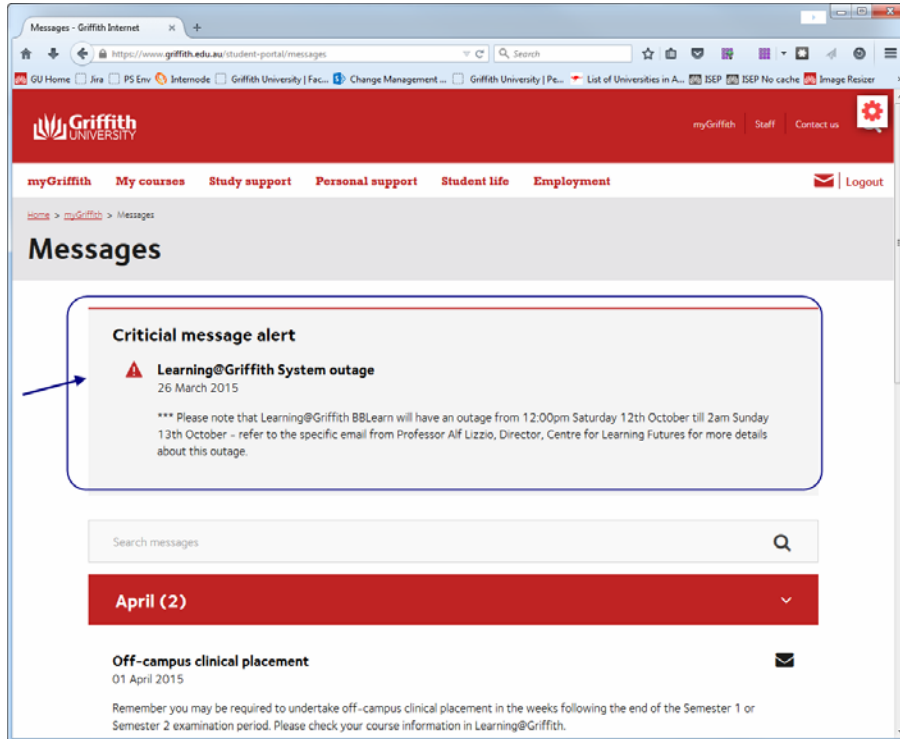


Figure 14 Critical message

2.5.7. Search for a message

In All messages, you can search for a message using a key word search. Messages across the last six months will be searched (read or unread).



Desktop view

Mobile view

Figure 15 Search for a message

Enter the required key word in the search box.
The matching messages will be displayed below the search box.

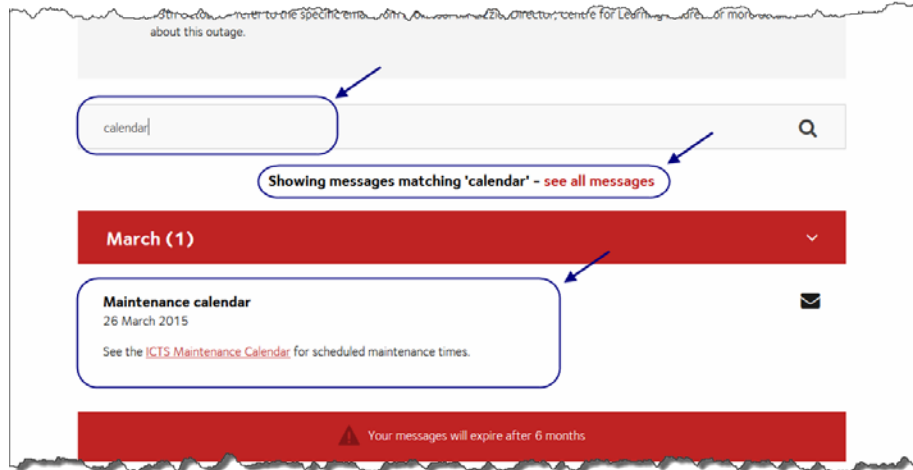


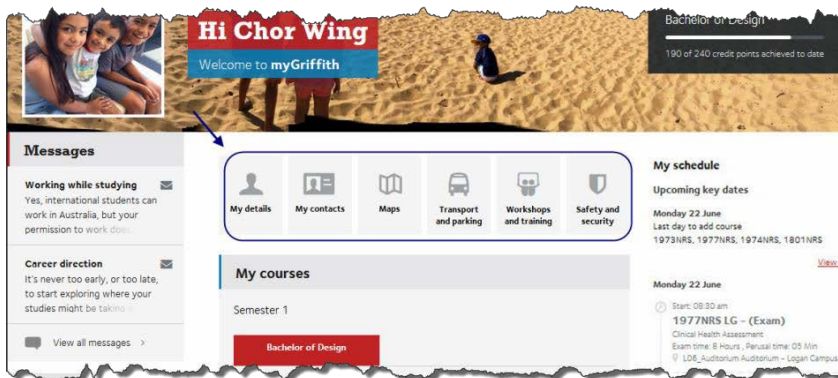
Figure 16 Message search results



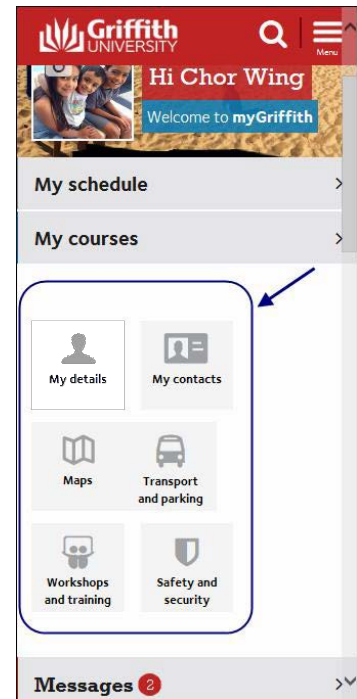
Use the browser back button or choose myGriffith in the breadcrumb trail to return to the home Page.

2.6. Icon panel

The icon panel shows a set of icons which relate to key tasks.



Desktop view



Mobile view

Figure 17 Icon panel

When the mouse is paused over an icon, the icon displays a grey background to indicate that it is selected.



Figure 18 Selecting an icon displays grey background.

2.6.1. Icon panel links

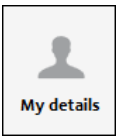
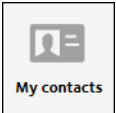
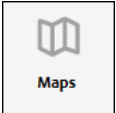



Icon	Name	Page details	Refer
	My details	<ul style="list-style-type: none"> • Student name, address and phone numbers. • Ability to update details • Apply for Student ID card • Link to view internet quota • Link to print / copy balance 	
	My contacts	<ul style="list-style-type: none"> • Key contacts including program director and course convenors • Link to my details • FAQs 	<ul style="list-style-type: none"> • Get program device • Talk to a student success advisor • Talk to a welfare advisor • Talk to a counsellor • Talk with an International student advisor • Get careers advice
	Maps	Links to Campus maps http://www.griffith.edu.au/about-griffith/campuses/campus-maps	
	Transport and parking	Links to Parking http://www.griffith.edu.au/parking	
	Workshops and training	Links to Workshops and training http://www.griffith.edu.au/library/workshops-training	
	Safety and security	<ul style="list-style-type: none"> • Security phone for all campuses • Contacts: Fire, ambulance, police • Mental health crisis support • FAQs 	<ul style="list-style-type: none"> • Get a security escort to my car • View my swipe card access • Submit a security incident report • See a counsellor • Report a computer security incident • Report an injury • Buy antivirus software

Table 2 Icon panel links

2.7. My schedule

My schedule displays your key dates, class times and exam times.

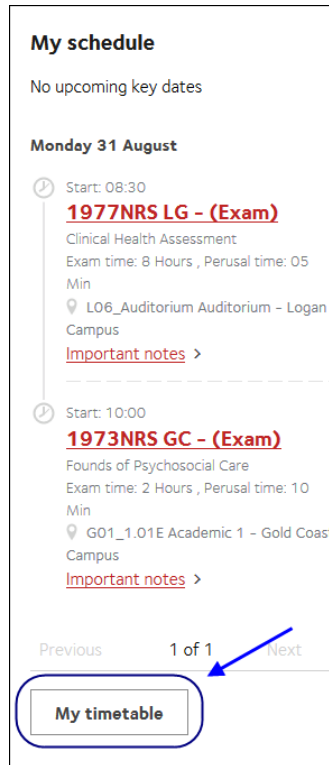


Figure 19 My schedule

2.7.1. My timetable

Below My schedule is a link to My timetable.

Choose (My timetable) to view your weekly timetable.

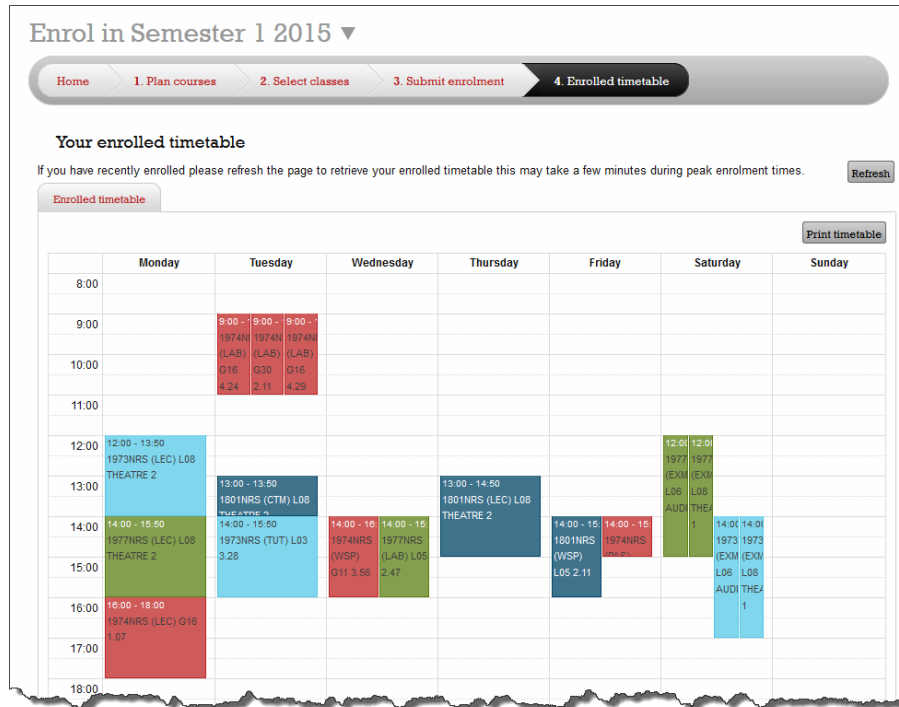


Figure 20 My timetable

**Hint**

Use the browser back button to return to myGriffith.

2.8. My courses

A list of your enrolled courses and links to the relevant course profiles displays in the centre of the home page.

Below the course list are links to:

- Learning at Griffith
and
- Manage enrolment.

My courses		
Semester 1		
<div style="display: flex; justify-content: space-between;"> <div style="background-color: #c00000; color: white; padding: 2px 5px; border-radius: 3px;">Bachelor of Criminology and Criminal Justice</div> </div>		
Code	Course name	Course profile
3012CCJ	Social Science Research Methods	View
3007CCJ	Developing Professionally	View
3016CCJ	Race, Crime and Justice	View
Learning@Griffith	Assessment	Manage enrolment

Figure 21 My courses

2.8.1. Multiple programs

My courses		
Semester 1		
<div style="display: flex; justify-content: space-between;"> <div style="background-color: #c00000; color: white; padding: 2px 5px; border-radius: 3px;">Bachelor of Aviation</div> <div style="border: 1px solid #ccc; padding: 2px 5px; border-radius: 3px;">Graduate Certificate in Aviation Management</div> </div>		
Code	Course name	Course profile
1501NSC	Introductory Aviation Studies	View
1031SCG	Physics 1A	View
Learning@Griffith	Assessment	Manage enrolment

Figure 22 My courses for multiple programs

If you are enrolled in multiple programs, each program will display in a tab. The selected tab will display the course list for that program. The progress bar will also display for the selected program.

2.9. Quick links

A small number of standard links are provided. You are able to add your own quick links for websites you wish to access.


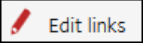
Quick links
WIFI printing >
Computer lab access >
Study self help >
 Edit links
<div style="display: flex; justify-content: space-between; align-items: center;"> Previous <div style="border: 1px solid #ccc; padding: 2px 5px; margin: 0 5px;">1</div> Next </div>

Figure 23 Quick links

2.9.1. Add a quick link

Choose  (Edit links).
The Edit quick links window will be displayed.

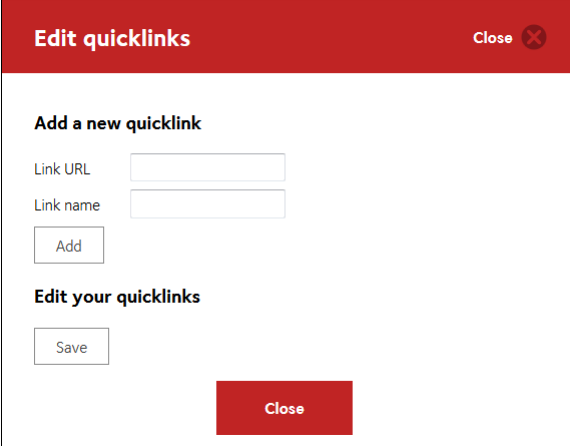




Figure 24 Edit quick links window

Enter the website address in the *Link URL* textbox.
Enter the desired name in the *Link name* textbox.

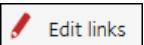
Choose  (Add).

Choose  (Close).
The new link will be displayed in the Quick Links.



The website URL must include http:// or https://

2.9.2. Editing quick links

Choose  (Edit links).
The Edit quick links window will be displayed.

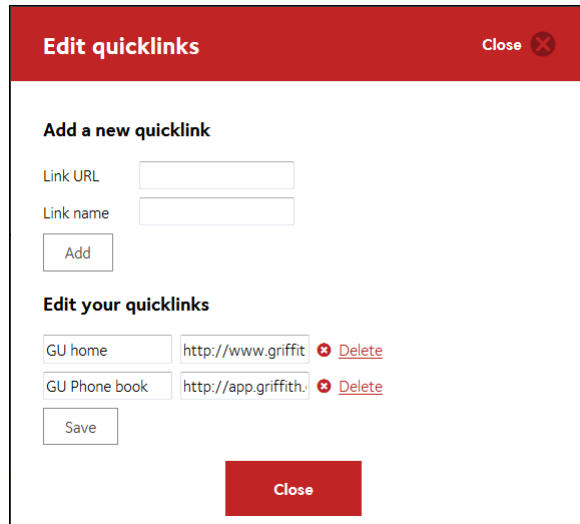


Figure 25 Edit quick links

Edit the link name or URL as required.

Choose  **Delete** (Delete) to remove the link.



Note

Quick links cannot be reordered. New links will be added to the bottom of the list.

2.10. Home page - Level two pages

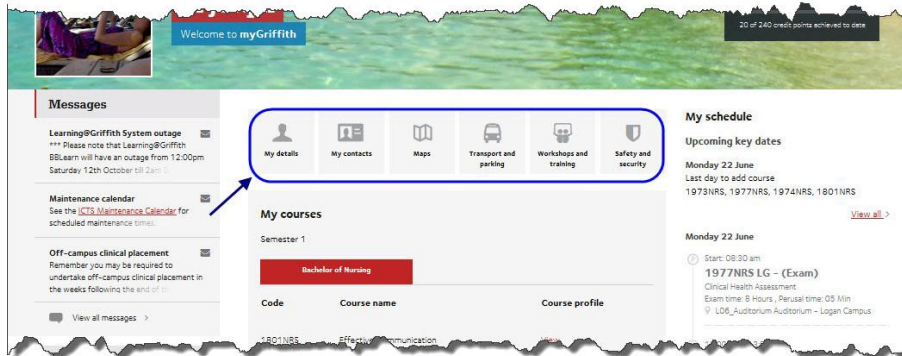
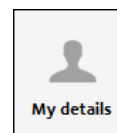


Figure 26 Home page level 2 pages

2.10.1. My details

My details displays your current address, telephone numbers and emergency contact details.



It is important that this information is always kept up to date.

Figure 27 My details

Number	Name	Description
1	I want to...	Links to websites relevant to My details.
2	My details	Name, address and contact details.
3	Edit details	Edit information in <i>My details</i> .
4	Student ID card	Information about the student ID card.
5	Enrolment and program planning	Direct link to enrolment and planning.
6	Internet quota	View your current internet quota balance.
7	Print / copy balance	Information on how to check your print balance.

Table 3 My details page

2.10.1.1. Edit your details

Choose [Edit details](#) (Edit details).

The Personal information page will be displayed. (Refer Figure 28)

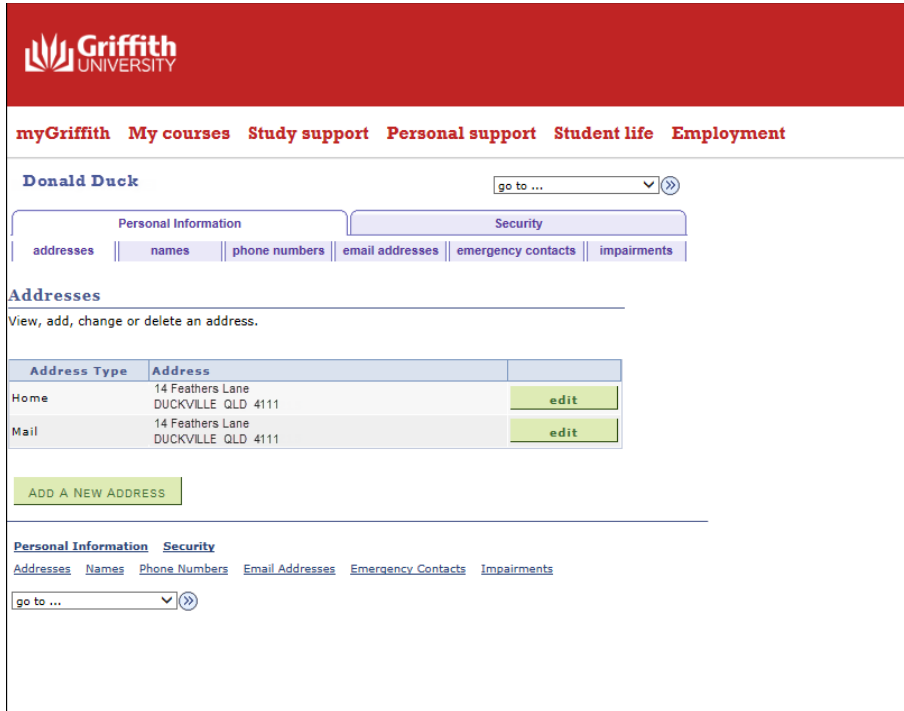


Figure 28 Editing My details

A number of tabs will be available for each section of personal information. (Refer Figure 29) Select the required tab.

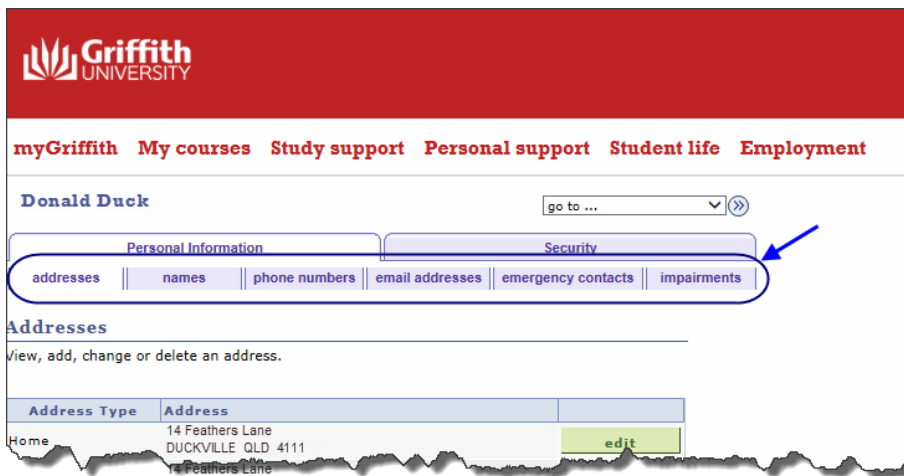



Figure 29 Personal information is divided into six tabs.

Choose  (Edit) for the information that you wish to change.

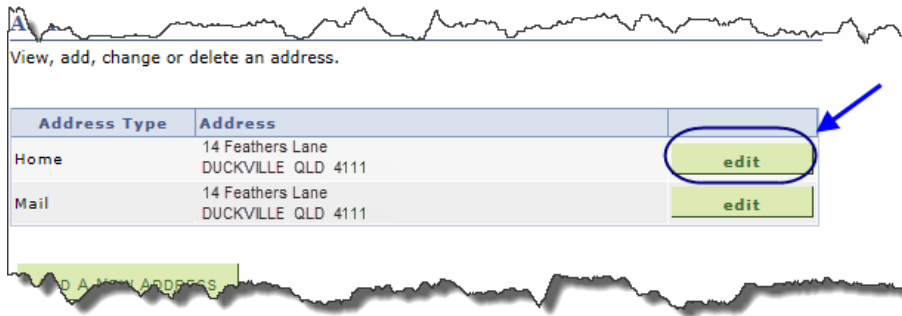


Figure 30 Choose edit to change information.

The Edit details window will be displayed. (Refer Figure 31)

Figure 31 Edit details window

Make the required changes.

Choose **OK** (OK).

The Verify Change window will be displayed.

Figure 32 Verify change window

Check the details are correct.

Choose (Save).

The Save Confirmation window will be displayed.

Choose (OK).

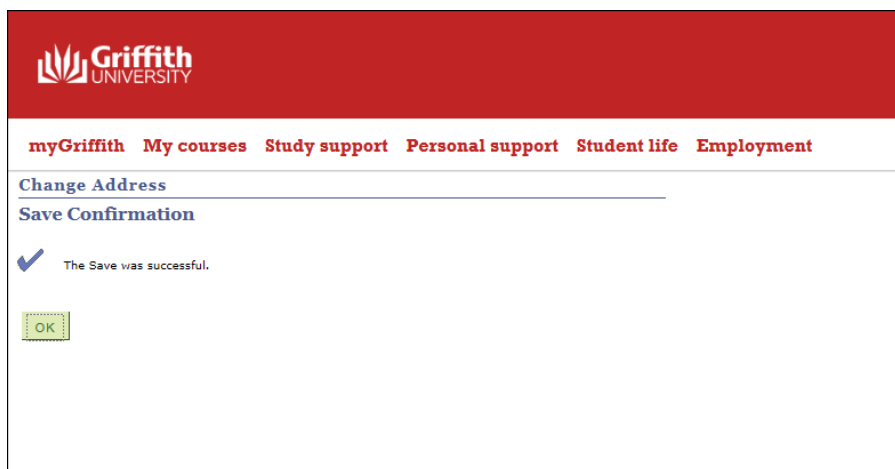


Figure 33 Save confirmation window

2.10.2. My contacts

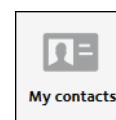


Figure 34 My contacts

Number	Name	Description
1	I want to...	Links to websites relevant to My details. These links are personalised.
2	Search phonebook	Search Griffith University phonebook.
3	24 hour security	Displays security contact details for home campus.
4	My key contacts	Includes names and email addresses for student success advisor, program director and course convenors for enrolled courses.
5	FAQs	Ask Us FAQs relevant to My Contacts.
6	My Details	Links to My Details page within myGriffith.
7	Other contacts	Contacts to other University links including IT Helpdesk, Library, Learning Advisors and Global Mobility.

Table 4 My contacts page

Section 3. Global features

Some features (including header and footer) display on all pages within myGriffith.

3.1. Browsers

myGriffith has been designed to work on all supported browsers. These include:

- Internet Explorer (version 9 and later)
- Chrome
- Firefox
- Safari
- OS7
- Android

3.2. Global header

The global header contains links to the Staff portal, Contact Us and Search.



Desktop view



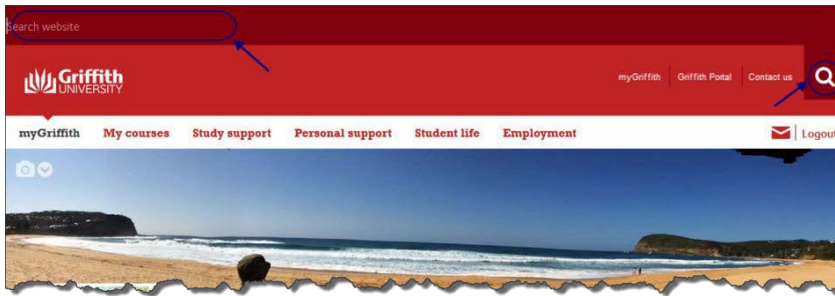
Mobile view

Figure 35 Global header

Number	Name	Description
1	Griffith logo	Click the Griffith logo to return to the Griffith home page.
2	myGriffith	myGriffith link is available on all Griffith web pages.
3	Staff portal	Link to the Staff portal.
4	Contact us	Link to Griffith phone book.
5	Search	Click the search icon to display the search field.
6	Page indicator	Identifies the current myGriffith page.
7	Menu	Links to myGriffith pages.
8	Email	Access student email.
9	Logout	Logout of single sign-on.
10	Mobile menu	Click the menu icon to display full menu.

Table 5 Global header details

3.3. Search



Desktop view




Mobile view

Figure 36 Search bar

Choose  (Search).

The search bar will be displayed at the top of the window. (Refer Figure 36)

Enter the required search terms.

Choose  (Search) or <Enter>.

The search results will be displayed.



Note

Search will be conducted on the whole Griffith website. It is not restricted to the myGriffith pages.

3.4. Global menu

The menu provides links to each of the level 1 pages within myGriffith.

3.4.1. Desktop view

On the desktop view, the Global menu displays below the global header. (Refer 37)



Figure 37 Global menu – home page – desktop view

The arrow on the global header identifies the current page. (Refer Figure 38)




Figure 38 Arrow on the menu identifies current view

When selecting a myGriffith page, the arrow on the global header identifies the selected menu item. (Refer 39)



Figure 39 Selecting another page from the menu

3.4.2. Mobile view

Click  (Menu) to display the menu.

Links to myGriffith pages, staff portal, contact us, student email and logout will be displayed. (Refer Figure 40)

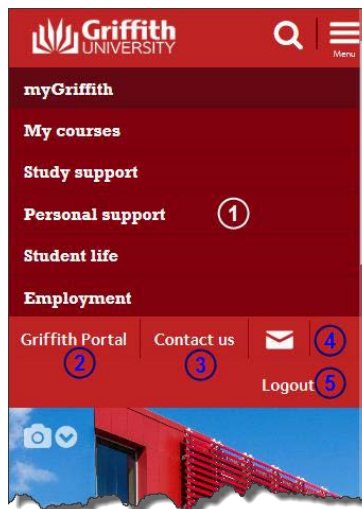


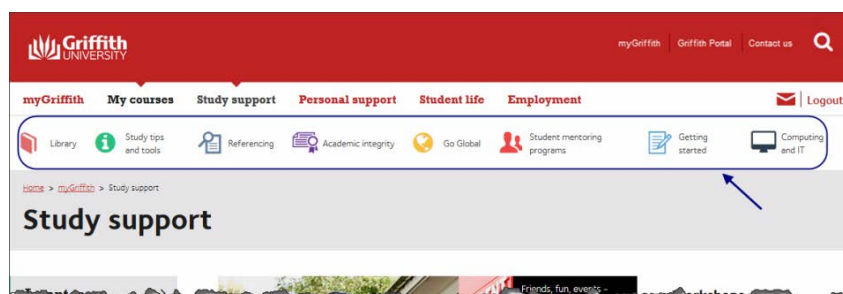
Figure 40 Global menu - mobile menu



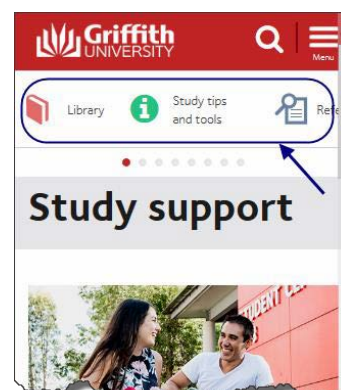
My research is only visible to Higher Degree by Research candidates. Refer Section 10 My research page on page 51.

3.5. Level 2 pages

When you navigate to a level 1 page, the level 2 pages for that section will be displayed below the menu.



Desktop view



Mobile view

Figure 41 Level 2 menu - mobile menu

3.5.1. Scrolling level 2 pages

Depending on what device you are using, all level 2 pages may not show. If this is the case, an indicator will be displayed. (Refer Figure 42)

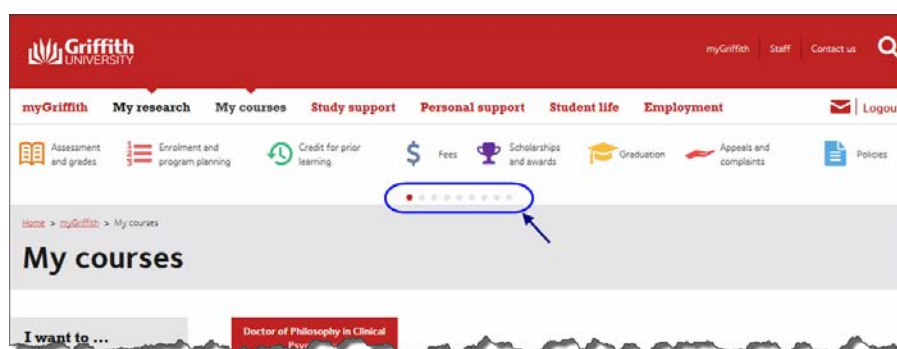


Figure 42 Scrolling across level 2 page links

Point to the page 2 link icons and drag.

3.6. Global footer

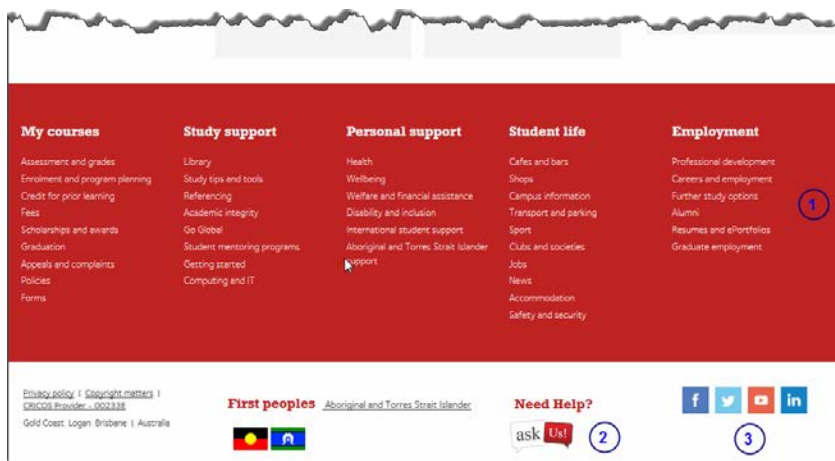
3.6.1. Desktop view

The global footer for desktop view displays links to all the second level pages within myGriffith.

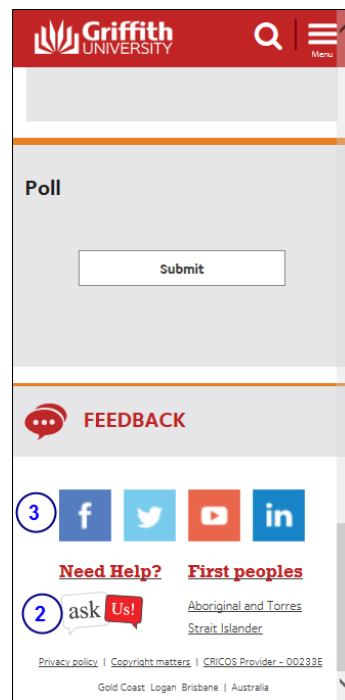


Note

My research only displays if it is displaying in the myGriffith menu at the top of the page (i.e. for HDR candidates.)



Desktop view



Mobile view

Figure 43 Global footer

Number	Name	Description
1	Full information architecture	Links to all level 1 and 2 pages within myGriffith. (Not visible in mobile view.)
2	Ask Us	Link to Ask Us.
3	Social media	Link to official Griffith University social media.

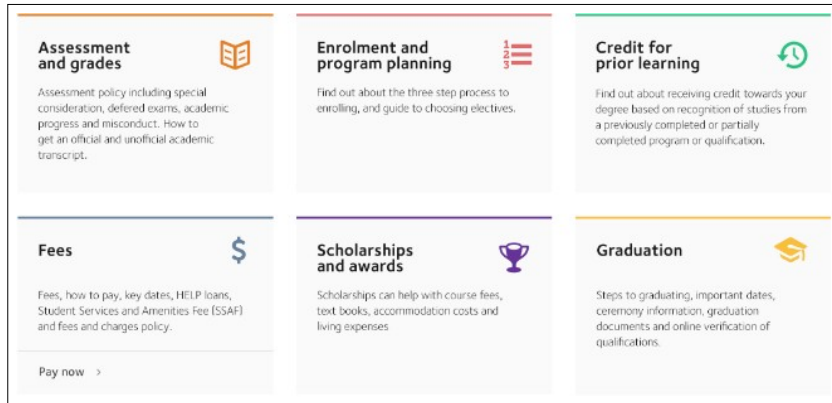
Table 6 Global footer details

3.7. Navigation tiles

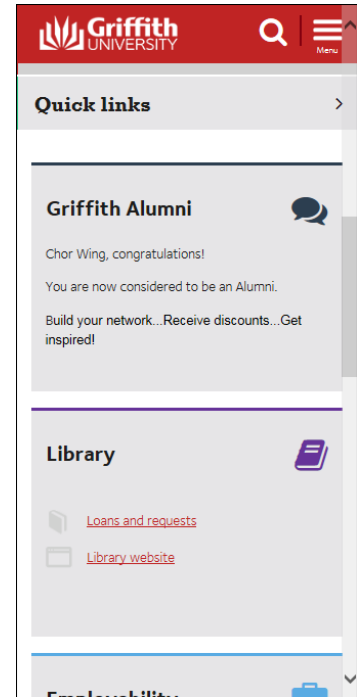
The navigation tiles display on the home page and most level 1 pages.

These tiles will change with the academic calendar and as you progress through your program.

For example, first year students will see tiles relating to commencing at Griffith University, while students who will be graduating will see tiles relating to graduation.



Desktop view



Mobile view

Figure 44 Navigation tiles

Section 4. Page layout and features

myGriffith pages (except for the home page and my courses) will contain similar features and have a similar layout.

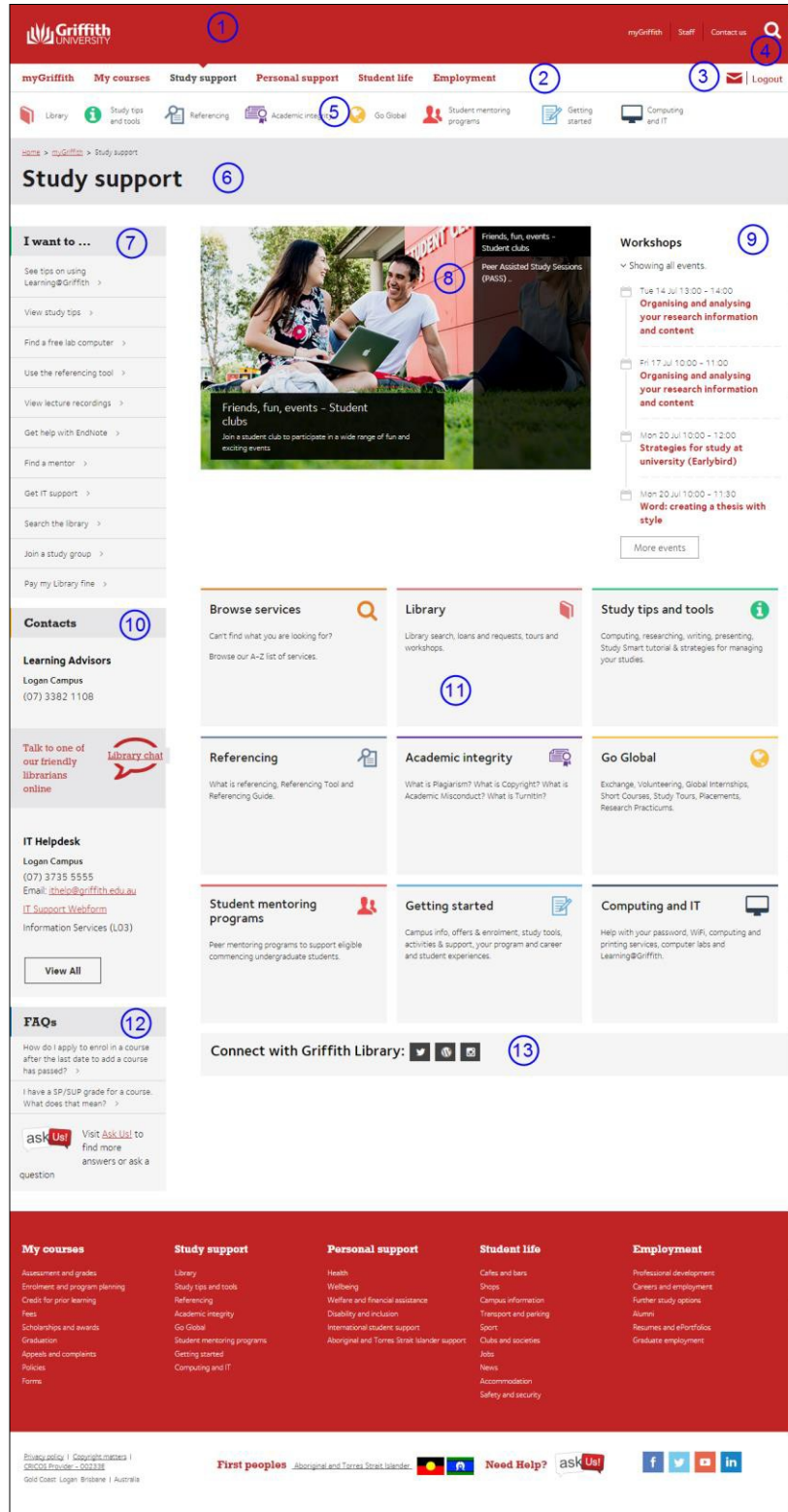


Figure 45 Page design features

Number	Name	Description
1	Griffith banner	Links to Griffith home page, staff portal, contact us and search.
2	Menu	Links to myGriffith pages.
3	Email	Link to student email account.
4	Logout	Log out of single sign on.
5	Level 2 page links	Links to relevant level 2 pages.
6	Page name	Current page name and breadcrumb trail.
7	I want to...	Links to websites relevant to the current page. These links are personalised.
8	Carousel	Promotional area, rotates between promotional posters.
9	Events	Displays events which are relevant to the page.
10	Contacts	List of contacts relevant to the page. Any additional contacts can be viewed by choosing "View all".
11	Navigation tiles	Tiles vary between pages, individuals and academic calendar. Tiles are relevant to the page.
12	FAQs	Most pages will display a list of FAQs relevant to the page and a link to Ask Us.
13	Social media	Links to social media relevant to the page content.

Table 7 Page design features

4.1. Events list

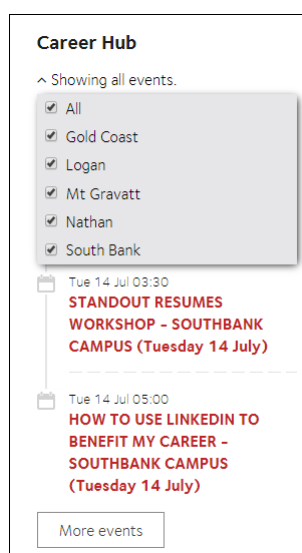


Figure 46 Events list

The events panel, by default, will show events on all campuses.

You can choose to filter the results by choosing (Showing all events) and selecting the required campus from the drop-down list. (Refer Figure 46)

4.2. Carousel

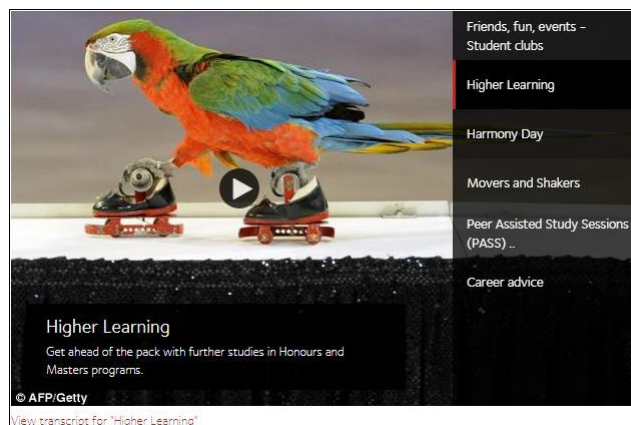


Figure 47 Carousel

The carousel can display up to 8 promotional items. The showcase carousel will automatically fade between individual items, every 4 or 5 seconds. You can choose a promotional item by selecting the required item on the right panel.

If the carousel item is a video, a play icon superimposed over the image will be displayed. When clicking on the carousel item, you will be navigated to the video. If there is a transcript for the video, a 'view transcript' link will be provided below the carousel. When clicked on, the full transcript text window will be displayed. (Refer Figure 48)

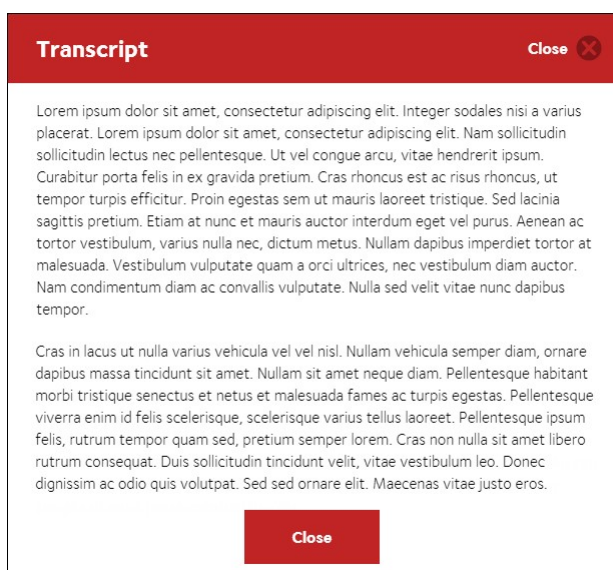


Figure 48 Transcript window

Section 5. My courses page

Griffith UNIVERSITY myGriffith Staff Contact us

myGriffith **My courses** Study support Personal support Student life Employment

Assessment and grades Enrolment and program planning Credit for prior learning Fees Scholarships and awards Graduation Appeals and complaints Policies Forms

Home > myGriffith > My courses **Bachelor of Nursing**
20 of 240 credit points achieved to date

My courses

I want to ...

- Swap a class
- Drop a course
- Defer my studies
- Change my major
- Find an assessment cover sheet
- Check my degree requirements
- Print an unofficial transcript
- Do a community internship
- Find help on assignment submission
- View program and course information
- Get careers advice

Contacts

Student Success Advisor
Mrs Clara Cluck
c.cluck@griffith.edu.au

Program Director
Dr Jeeves Battista
j.battista@griffith.edu.au
Prof Bolivar Bernard
b.bernard@griffith.edu.au

Course Convenor
Dr Hard Haid Moe
h.haid@griffith.edu.au
Assoc Prof Daisy Duck
daisy.duck@griffith.edu.au
Ms Pandi Pap
p.pap@griffith.edu.au
Dr Arnold Wild Duck
a.w.duck@griffith.edu.au

View All

Student administration
Logan Student Centre
(07) 3382 1249
<https://intranet.secure.griffith.edu>
Opening hours: Mon - Fri 8:30pm - 4:30pm
L04 Community Place Level: Level 0

FAQs
Visit [ask Us!](#) to find more answers or ask a question

Bachelor of Nursing

Semester 1

Course	Assessment	Resources		
Code	Course name	Course profile	Convenor	Assessment
1973NRS	Foundations of Psychosocial Care	View	Dr Hard Haid Moe	View
1977NRS	Clinical Health Assessment	View	Assoc Prof Daisy Duck	View
1974NRS	Anatomy and Physiology 1	View	Ms Pandi Pap	View
1801NRS	Effective Communication	View	Dr Arnold Wild Duck	View

Learning@Griffith Assessment Manage enrolment

Assessment and grades
Assessment policy including special consideration, deferred exams, academic progress and misconduct. How to get an official and unofficial academic transcript.

Enrolment and program planning
Find out about the 3 step process to enrolling, and guide to choosing electives.

Credit for prior learning
Find out about receiving credit towards your degree based on recognition of studies from a previously completed or partially completed program or qualification.

Fees
Fees, how to pay, key dates, HELP loans, Student Services and Amenities Fee (SSAF) and fees and charges policy.
Pay now

Scholarships and awards
Scholarships can help with course fees, text books, accommodation costs and living expenses.

Graduation
Steps to graduating, important dates, ceremony information, graduation documents and online verification of qualifications.

Appeals and complaints
Your appeal and grievance options and how the Welfare and Student Liaison Office can assist you.

Policies
Student policies applicable to all students enrolled in a Griffith University program with the exception of PhD and MPNI candidates.

Forms
Student forms available for downloading and printing.

My courses
Assessment and grades
Enrolment and program planning
Credit for prior learning
Fees
Scholarship and awards
Graduation
Appeals
Policies
Forms

Study support
Library
Study tips and tools
Referencing
Academic integrity
Study exchange
Student mentoring programs
Getting started
Computing and IT

Personal support
Health and wellbeing
Welfare and financial assistance
Disability and inclusion
International student support
Aboriginal and Torres Strait Islander support

Student life
Shop, cafes and bars
Campus information
Transport and parking
Sport
Clubs and societies
Accommodation
Safety and security
Student misconduct
News
Events

Employment
Further study options
Professional development
Resumes and e-portfolios
Careers and employment
Alumni

Privacy policy | Copyright notices | RICOS2 Encoder - 003331
Gold Coast Logan Brisbane | Australia

First peoples [Aboriginal and Torres Strait Islander](#)

Need Help? [ask Us!](#)

f t+ in

Figure 49 My courses page

Number	Name	Description
1	Level 2 page links	Links to My courses level 2 pages
2	I want to...	Links to websites relevant to My courses.
3	Course details	Enrolled courses with link to course profile, convenor name and assessment link. Displays where the promotional carousel displays on other myGriffith pages.
4	Grades	Link to Online Student Centre results.
5	Contacts	Contacts for Student Success Advisor, program director and course convenors.
6	Navigation tiles	Tiles are relevant to My courses.
7	Student Administration	Contact details for Student Administration.

Table 8 My courses page

5.1. Course information

By default, a list of the courses in which you are enrolled will be displayed in the course details section. (Refer Figure 50)

Three tabs across the top of this section allows you to view:
 Course details with links to course profile and assessment for each course.
 Assessment provides a summary of all assessment items.
 Resources provides a summary of all resources for the enrolled courses.

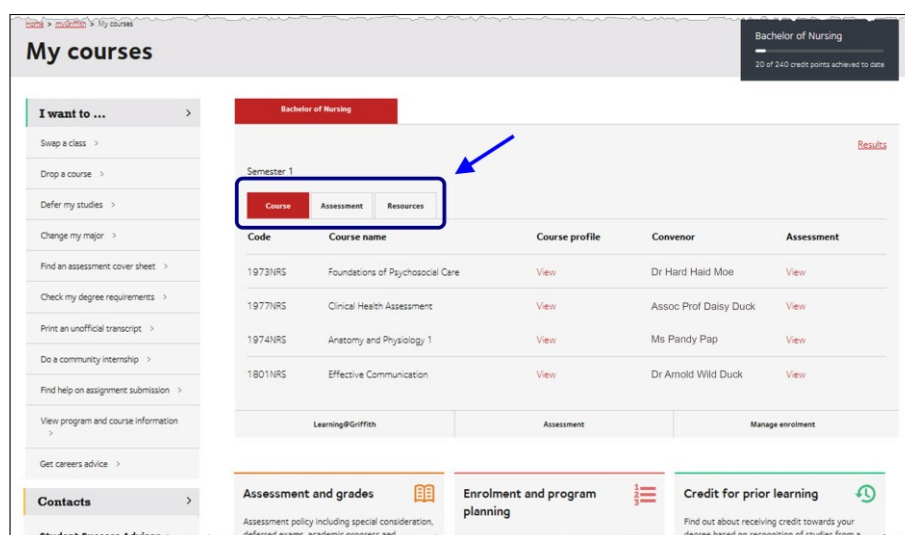


Figure 50 Tabs display course detail information.

5.1.1. Course assessment

You may choose to display a summary of all assessment for your enrolled courses or assessment for just one course.

5.1.1.1. View summary of all assessment

Choose the assessment tab. (Refer Figure 51)

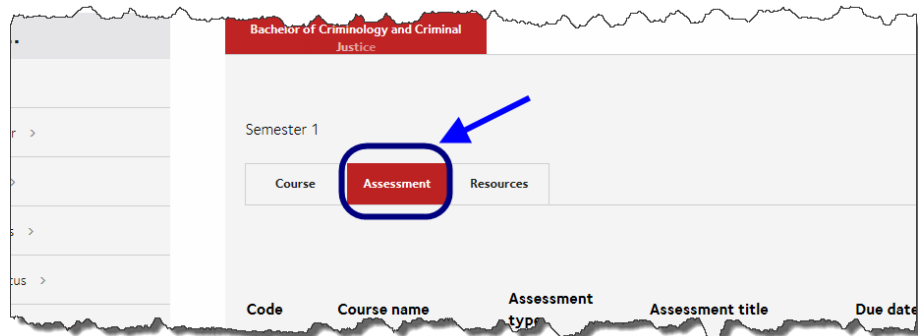


Figure 51 Choose the assessment tab.

A summary of all assessment items for your enrolled courses will be displayed. (Refer Figure 52)

Code	Course name	Assessment type	Assessment title	Due date	And/or other due date information	Weighting
3012CCJ	Social Science Research Methods	Research based	The proposed research question	2/4/2015	Thursday, Week 5	10
3012CCJ	Social Science Research Methods	Research based	The proposed methodological approach	1/5/2015	Friday, Week 8	10
3012CCJ	Social Science Research Methods	Research based	Project proposal	26/5/2015	Tuesday, Week 12	50
3012CCJ	Social Science Research Methods	Exam - selected resp	Examination	13/6/2015		30

Figure 52 Summary of assessment items

You can filter the displayed assessment items by choosing the required course from the drop-down list.



Note

Code	Course name	Assessment type	Assessment title	Due date	And/or other due date information	Weighting
3012CCJ	Social Science Research Methods	Research based	The proposed research question	2/4/2015	Thursday, Week 5	10

5.1.1.2. View assessment for one specific course

Choose **View** on the right of the required course.

My courses 20 of 240 credit points achieved to date

I want to ...

- Swap a class >
- Drop a course >
- Defer my studies >
- Change my major >
- Find an assessment cover sheet >
- Check my degree requirements >
- Print an unofficial transcript >
- Do a community internship >
- Find help on assignment submission >
- View program and course information >
- Get careers advice >

Bachelor of Nursing

Semester 1

Course Assessment Resources

Code	Course name	Course profile	Convenor	Assessment
1973NRS	Foundations of Psychosocial Care	View	Dr Hard Haid Moe	View
1977NRS	Clinical Health Assessment	View	Assoc Prof Daisy Duck	View
1974NRS	Anatomy and Physiology 1	View	Ms Pandy Pap	View
1801NRS	Effective Communication	View	Dr Arnold Wild Duck	View

Learning@Griffith Assessment Manage enrolment

Assessment and grades Enrolment and program Credit for prior learning

Figure 53 Choose view to see assessment for one course.

The assessment items for the selected course will be displayed.

My courses 160 of 240 credit points achieved to date

I want to ...

- Swap a class >
- Change my major >
- Drop a course >
- Defer my studies >
- View my fee status >
- Find an assessment cover sheet >
- Check my degree requirements >
- Get an Academic Transcript >
- Do a community internship >

Bachelor of Criminology and Criminal Justice

Semester 1

Course Assessment Resources

3012CCJ - Social Science Research Methods

Code	Course name	Assessment type	Assessment title	Due date	And/or other due date information	Weighting
3012CCJ	Social Science Research Methods	Research based	The proposed research question	2/4/2015	Thursday, Week 5	10
3012CCJ	Social Science Research Methods	Research based	The proposed methodological approach	1/5/2015	Friday, Week 8	10

Figure 54 Assessment for selected course.

5.1.2. Course resources

Choose the Resource tab.

My courses 160 of 240 credit points achieved to date

I want to ...

- Swap a class >
- Change my major >
- Drop a course >
- Defer my studies >
- View my fee status >
- Find an assessment cover sheet >
- Check my degree requirements >
- Get an Academic Transcript >
- Do a community internship >
- See program and course information >
- Get careers advice >

Bachelor of Criminology and Criminal Justice

Semester 1

Course Assessment Resources

All courses

Code	Course name	Required resources	Required websites
3012CCJ	Social Science Research Methods	Students can purchase texts from the Campus Bookshop by phoning them on (07) 3875 5798 and quoting a credit card number or posting a cheque. The Bookshop will post the item(s) out to you. Any extra readings will be provided on the course website at Learning@Griffith under 'Resources'.	
3012CCJ	Social Science Research Methods	Bryman, A. (2012). <i>Social research methods</i> (4th ed.) Oxford University Press: Oxford	
3012CCJ	Developing Academic Skills	There is no set text for this course. Instead, students will be required to undertake a range of readings that are relevant for their own development and learning. Some suggested readings will be provided but it is the student's responsibility to undertake appropriate readings. The expectation is that students will read widely. Some readings will be easier than others to	

Figure 55 Choose Resource tab to display a list of all resources.

A summary of all required resources will be displayed. (Refer Figure 55)

5.1.2.1. Filter resource list

To filter the resource list to view the resources for one course, select the required course from the drop-down list.

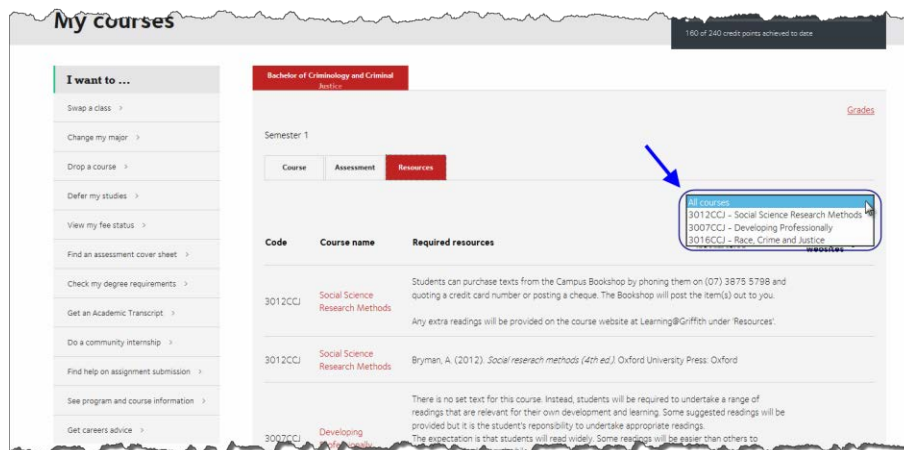


Figure 56 Select the course from the drop-down box.

The resource list will be filtered to display the resources required for the selected course.

5.2. Grades

Choose *Grades* to display a list of grades.

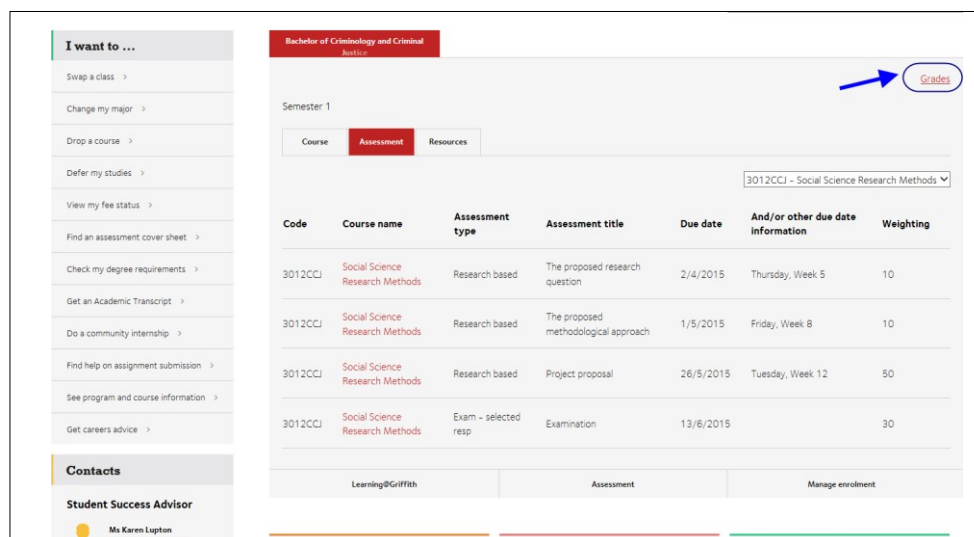


Figure 57 Choose Grades.

A page displaying your official grades will be displayed.

Griffith UNIVERSITY

myGriffith My courses Study support Personal support Student life Employment

Donald Duck

View My Grades

Semester 1 2015 | Griffith University

Class Grades - Semester 1 2015

Official Grades

Class	Description	Credit Points	Grading	Grade	Grade Points
1008ICT	Business Informatics	10.00	Graded		
2002EHR	Human Resource Mgt Principles	10.00	Graded		
2019LAW	Crime 1	10.00	Graded		
4024LAW	Equity and Trusts	10.00	Graded		

[If you believe an error has been made in respect of the calculation of your final grade please click here for information about the review and appeals process.](#)

Term Statistics - Semester 1 2015

	From Enrolment	Cumulative Total
Units Toward GPA:		
Taken		80.000
Passed		80.000
In Progress	40.000	40.000

Figure 58 Official grades

Section 6. Study support page

The Study support page provides links to services and resources which will help you while you complete your study at Griffith University.

The screenshot shows the myGriffith Study support page. The page is divided into several sections:

- Navigation:** The top navigation bar includes 'myGriffith', 'My courses', 'Study support' (highlighted with a blue circle and arrow), 'Personal support', 'Student life', and 'Employment'. A 'Logout' link is also present.
- Study support:** The main heading is 'Study support'. Below it, there are several service tiles:
 - 1:** A 'Library' tile with a book icon.
 - 2:** A 'Study tips and tools' tile with a lightbulb icon.
 - 3:** A 'Referencing' tile with a document icon.
 - 4:** An 'Academic integrity' tile with a scale icon.
 - 5:** A 'Go Global' tile with a globe icon.
 - 6:** A 'Student mentoring programs' tile with a person icon.
 - 7:** A 'Getting started' tile with a document icon.
 - 8:** A 'Computing and IT' tile with a computer icon.
- Workshops:** A section titled 'Workshops' showing a list of events:
 - Tue 14 Jul 12:00 - 14:00: Organising and analysing your research information and content
 - Fri 17 Jul 10:00 - 11:00: Organising and analysing your research information and content
 - Mon 20 Jul 10:00 - 12:00: Strategies for study at university (Earlybird)
 - Mon 20 Jul 10:00 - 11:30: Word: creating a thesis with style
- Left sidebar:**
 - I want to ...:** A list of links for various needs like 'See tips on using Learning@Griffith', 'View study tips', 'Find a free lab computer', etc.
 - Contacts:** 'Learning Advisors' for Logan Campus (07) 3382 1108.
 - Library chat:** 'Talk to one of our friendly librarians online'.
 - IT Helpdesk:** Logan Campus (07) 3735 5555, Email: ithelp@griffith.edu.au, IT Support Webform, Information Services (LO3).
 - FAQs:** 'How do I apply to enrol in a course after the last date to add a course has passed?' and 'I have a SP/SUP grade for a course. What does that mean?'.
 - ask Us!** 'Visit Ask Us! to find more answers or ask a question'.
- Bottom section:**
 - Browse services:** 'Can't find what you are looking for? Browse our A-Z list of services.'
 - Library:** 'Library search, loans and requests, tours and workshops.'
 - Study tips and tools:** 'Computing, researching, writing, presenting, Study Smart tutorial & strategies for managing your studies.'
 - Referencing:** 'What is referencing, Referencing Tool and Referencing Guide.'
 - Academic integrity:** 'What is Plagiarism? What is Copyright? What is Academic Misconduct? What is Turnitin?'.
 - Go Global:** 'Exchange, Volunteering, Global Internships, Short Courses, Study Tours, Placements, Research Practicums.'
 - Student mentoring programs:** 'Peer mentoring programs to support eligible commencing undergraduate students.'
 - Getting started:** 'Campus info, offers & enrolment, study tools, activities & support, your program and career and student experiences.'
 - Computing and IT:** 'Help with your password, WiFi, computing and printing services, computer labs and Learning@Griffith.'
- Footer:** 'Connect with Griffith Library:' with social media icons (Twitter, Facebook, YouTube, Instagram) and a '10' callout.
- Bottom navigation:** 'My courses', 'Study support', 'Personal support', 'Student life', 'Employment'.
- Page footer:** 'Privacy policy | Copyright notices | CRICOS Provider - 60023J | Gold Coast | Logan | Brisbane | Australia' and 'First peoples - Aboriginal and Torres Strait Islander' with a 'Need Help?' button and 'ask Us!' icon.

Figure 59 Study support page

Number	Name	Description
1	Level 2 page links	Links to Study support level 2 pages
2	I want to...	Links to websites relevant to Study support. These links are personalised.
3	Carousel	Promotional items related to Study support.
4	Workshops	List of workshops available. Workshops on all campuses will be displayed by default. This list may be filtered. Choose "More events" to display complete list.
5	Contacts	Contact details for the learning advisor on your home campus.
6	Navigation tiles	Tiles are relevant to Study support.
7	Library chat	Link to chat with library staff.
8	IT Helpdesk	Contact details for IT Helpdesk on the home campus.
9	FAQs	Ask Us FAQs relevant to Study support.
10	Social media	Library social media links.

Table 9 Study support page

6.1. Workshops

By default, the workshops which are conducted on all campuses will be displayed.

6.1.1. View a complete list of workshops

Choose (More events). (Refer Figure 60)

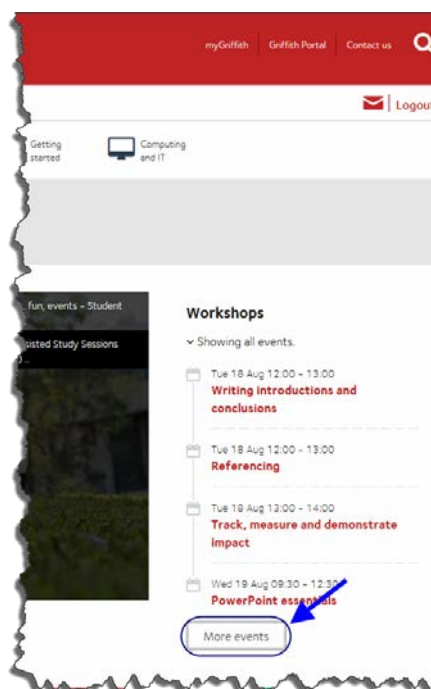



Figure 60 Choose more events to display all events.

The view more events window will be displayed. (Refer Figure 61)
 Use the scroll bar to scroll through the events.
 Choose  (Close) to return to Study Support.

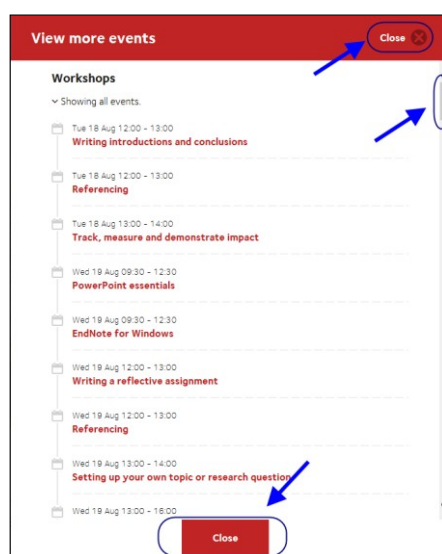


Figure 61 More events window.

6.1.2. Filter events

Choose the down arrow for *Showing all events*.

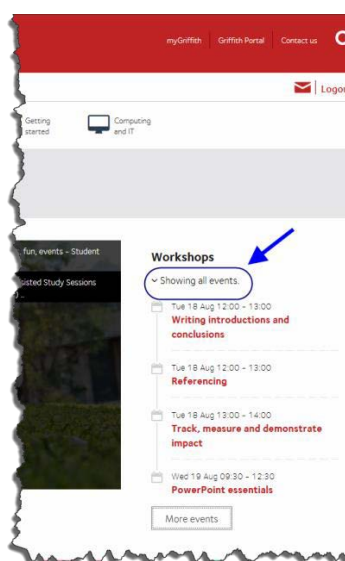


Figure 62 Choose *Showing all events*.

Select the required campus/es from the drop-down list.

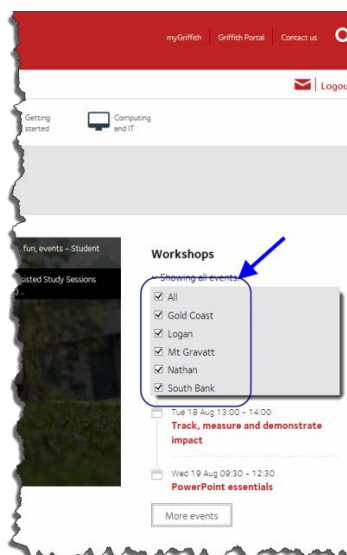


Figure 63 Select the required campus.

The events for the selected campus will be displayed.

Section 7. Personal support page

The screenshot displays the myGriffith Personal support page. At the top, the navigation bar includes 'myGriffith', 'My courses', 'Study support', 'Personal support' (highlighted with a blue circle and arrow), 'Student life', and 'Employment'. Below this is a row of service icons: Health, Wellbeing, Welfare and financial assistance, Disability and inclusion, International student support, and Aboriginal and Torres Strait Islander support. The main heading is 'Personal support'. On the left, a 'I want to...' sidebar (circled 2) lists options like 'Get help paying my fees', 'See a doctor', 'Apply for a student loan', etc. Below this is the 'Contacts' section (circled 5) for the Counselling Service and Security. The central area features a grid of service cards (circled 6) for Health, Wellbeing, Welfare and financial assistance, Disability and inclusion, International student support, and Aboriginal and Torres Strait Islander support. To the right, an 'Events' section (circled 4) lists upcoming events like 'Healthy eating on a budget' and 'Budgeting 101'. Below the grid is a 'Connect with us' section (circled 7) with social media icons and a quote from John Quincy Adams. At the bottom, an 'FAQs' section (circled 8) addresses common questions. The footer contains a comprehensive navigation menu for all support categories and contact details.

Figure 64 Personal support page

Number	Name	Description
1	Level 2 page links	Links to Personal support level 2 pages.
2	I want to...	Links to websites relevant to Personal support. These links are personalised.
3	Carousel	Promotional items related to Personal support.
4	Events	List of events available relevant to Personal support. Events on all campuses will be displayed by default. This list may be filtered. Choose "More events" to display complete list.
5	Contacts	Contact details for counselling services and security on your home campus.
6	Navigation tiles	Tiles are relevant to Personal support.
7	Social media	Link to Griffith University Facebook and Twitter feeds.
8	FAQs	Ask Us FAQs relevant to Personal support.

Table 10 Personal support page

Section 8. Student life

Find out what is happening on your campus.

The screenshot shows the myGriffith website's 'Student life' page. At the top, the navigation bar includes 'myGriffith', 'My courses', 'Study support', 'Personal support', 'Student life' (highlighted with a blue circle and arrow), and 'Employment'. Below this is a secondary navigation bar with icons for 'Cafes and bars', 'Shops', 'Campus information', 'Transport and parking', 'Sport', 'Clubs and societies', 'Jobs', 'News', 'Accommodation', and 'Safety and security'. The main content area is titled 'Student life' and shows a user profile for Logan. The page is organized into several sections:

- I want to ... (3)**: A list of quick links such as 'View Logan campus map', 'Find food and drink venues', 'Find a room to rent', etc.
- What's on (5)**: A calendar of events including 'Australian University Surfing Championships' and 'Hypnotist Show'.
- FAQs (6)**: A list of frequently asked questions about campus facilities.
- Connect with us (7)**: Social media links for Facebook, Twitter, LinkedIn, and YouTube.
- Service Tiles**: A grid of tiles for various services:
 - 24 hour security**: Contact number (07) 3382 1717.
 - Cafes and bars**: Information on finding food and drink.
 - Shops**: Information on buying textbooks and other items.
 - Campus information**: Maps, library, and study zones.
 - Transport and parking (8)**: Public and road transport options.
 - Sport**: Sporting venues and events.
 - Clubs and societies**: Information on student clubs.
 - Jobs**: Open vacancies for students.
 - News**: Official university news channel.
 - Accommodation**: Living on campus options.
 - Safety and security**: Personal security and building safety.
 - Student associations**: Student Representative Council.
- CLAIM YOUR STATION**: A large banner promoting a contest where users can win prizes by snapping a selfie on a train or station.

The footer contains navigation links for 'My courses', 'Study support', 'Personal support', 'Student life', and 'Employment', along with contact information and social media icons.

Figure 65 Student life page

Number	Name	Description
1	Level 2 page links	Links to Student life level 2 pages.
2	Campus selector	Select the required campus tab to see Student life information for that campus.
3	I want to...	Links to websites relevant to Student life.
4	Carousel	Promotional items related to Student life.
5	Events	List of events available relevant to Student life. Events on all campuses will be displayed by default. This list may be filtered. Choose "More events" to display complete list.
6	FAQs	Ask Us FAQs relevant to Student life.
7	Connect with us	Select the required social media tab (eg Facebook, Twitter) to see a list of Griffith University social media links.
8	Navigation tiles	Tiles are relevant to Student life.

Table 11 Student life page

8.1. Campus tabs

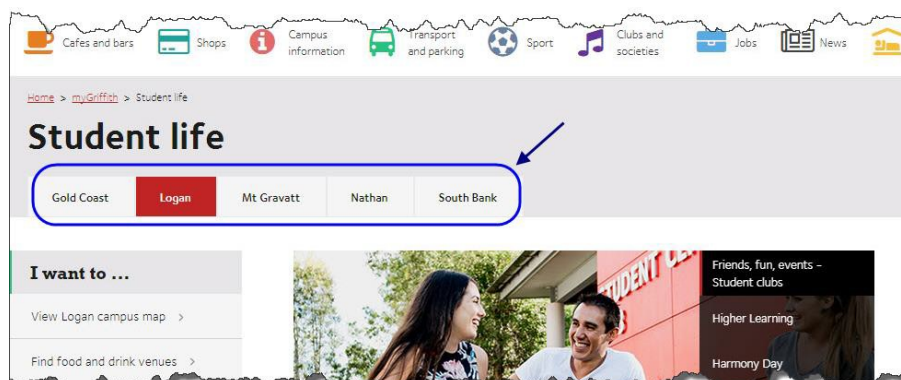


Figure 66 Campus tabs

The campus tabs on the Student life page allow you to see information relative to the selected campus. By default, your home campus will display.

When you change the campus tab, the page adjusts to show information about the selected campus. For example, the shops and café information will be relevant for the selected campus.

Section 9. Employment

The Employment page provides resources and services which can assist you as you seek employment both during your studies and after graduation.

The screenshot shows the myGriffith website's Employment page. At the top, a red navigation bar contains the myGriffith logo and menu items: My courses, Study support, Personal support, Student life, and Employment (indicated by a blue arrow). Below the navigation bar are icons for Professional development, Careers and employment, Further study options, Alumni, Resumes and ePortfolios, and Graduate employment. The main content area is titled 'Employment' and includes several sections:

- I want to ...**: A list of actions such as 'Talk to a career counsellor', 'Get help applying for jobs', 'View job vacancies', 'Plan my career', 'Find graduate opportunities', 'Attend a careers seminar', 'See discounts I can get', and 'Meet successful graduates'.
- Contacts**: Information for the Alumni Office and Careers & Employment Student enquiries, including phone numbers and a 'Chat' button.
- FAQs**: A list of frequently asked questions related to finding graduate jobs, common time, appointments, part-time jobs, and registration.
- Professional development**: Information about industry networking events.
- Careers and employment**: Free online resources for job search and preparation.
- Further study options**: Information about Masters and PhD programs.
- Alumni**: Information about connecting with past graduates.
- Resumes and ePortfolios**: Resources for developing resumes and building ePortfolios.
- Graduate employment**: Information about activities to give an edge in the job search.
- Career Hub**: A section with a calendar of events, including 'Media Consultant - International Management Program 2016 Graduate Intake' and 'Team Members - Carindale'.

The footer contains navigation links for My courses, Study support, Personal support, Student life, and Employment, along with contact information and social media icons.

Figure 67 Employment page

Number	Name	Description
1	Level 2 page links	Links to Employment level 2 pages.
2	I want to...	Links to websites relevant to Employment.
3	Carousel	Promotional items related to Employment.
4	Career hub	Advertised positions. Commencing and continuing students will see part-time positions. Students who are potential graduates will also see graduate positions. Choose <i>More jobs</i> to see the complete list of available jobs.
5	Contacts	Includes contact details for the Alumni office and Careers and Employment.
6	Navigation tiles	Tiles are relevant to Employment.
7	Online counsellor chat	Chat online with a counsellor.
8	Griffith Alumni social media	Social media feeds for Griffith Alumni.
9	Griffith Careers social media	Social media feeds for Griffith Careers.

Table 12 My research page

9.1. Career hub

The Career hub displays jobs which are currently advertised.

Click the job title to view more information about the advertised position. (Refer Figure 68)

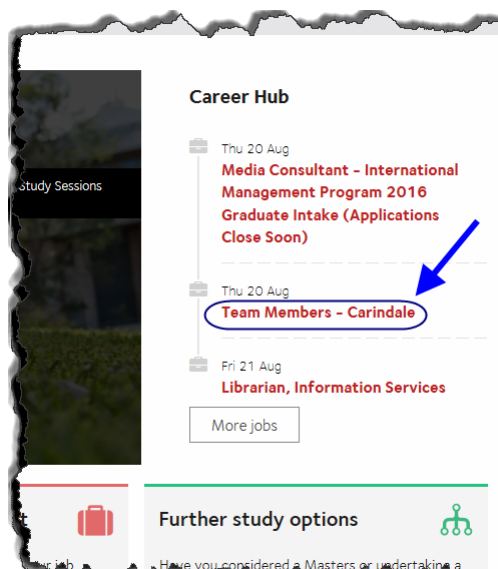


Figure 68 Click the job title for more detail.

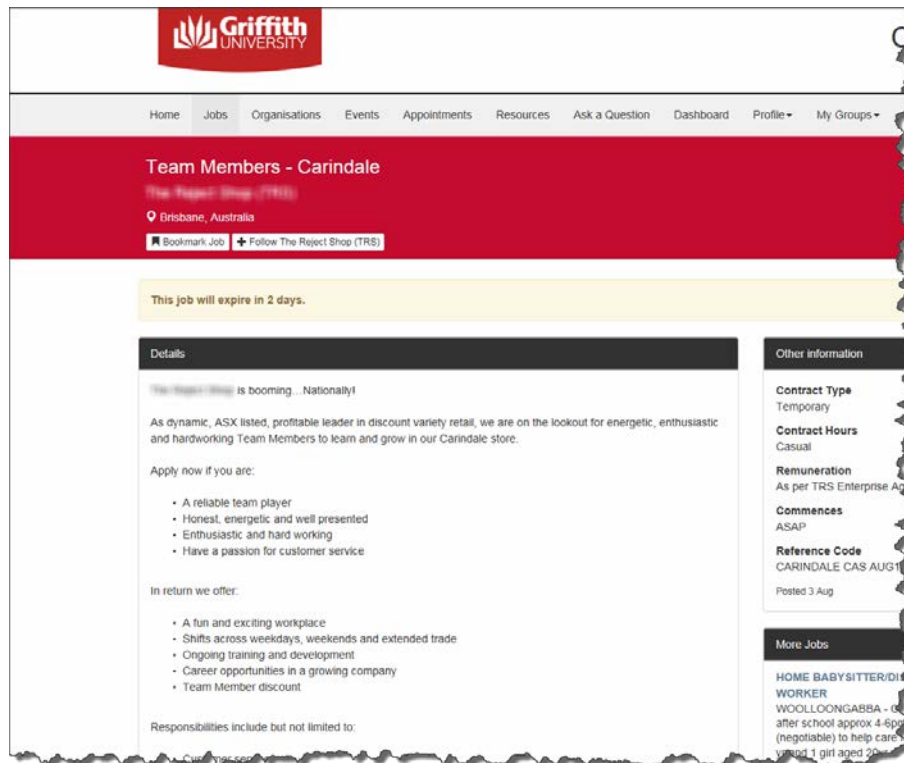


Figure 69 Job details display in Career hub

9.1.1. Display more jobs

Choose [More jobs](#) (More jobs).

The Career Hub window will display. (Refer Figure 70)

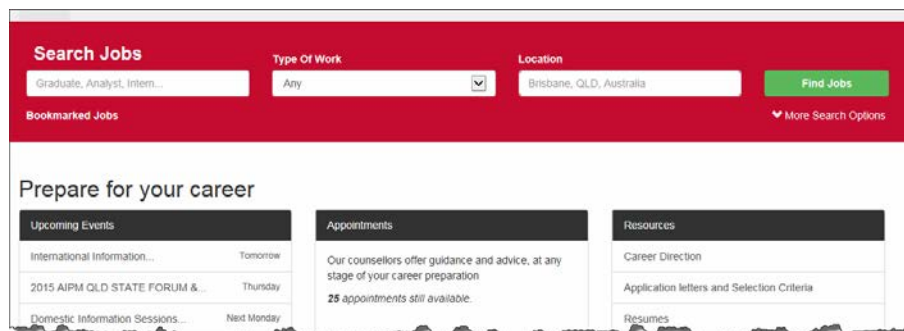


Figure 70 More jobs display in Career Hub

Section 10. My research page

The screenshot displays the 'My research' page on the myGriffith portal. At the top, a navigation menu includes 'myGriffith', 'My research', 'My courses', 'Study support', 'Personal support', 'Student life', and 'Employment'. Below this is a secondary menu with icons for 'Candidature information', 'Research ethics', 'Thesis', 'HDR Induction program', 'HDR workshops', 'HDR graduation', 'Research support', 'Research forms', and 'Research policies and guidelines'. The main heading is 'My research'. A timeline shows key dates: 'Confirmation of Candidature required' in December 2015, 'Confirmation' on 2/3/2016, and 'Min submission' on 30/8/2017. The page is divided into several sections: 'I want to...' (3) with links like 'Register for induction' and 'Go to Learning@Griffith'; 'M Visual Arts: Visual Arts and Crafts' (4) with details on 'Academic organisation', 'Academic load', 'Commenced', 'Research topic', and 'My key dates'; 'Events' (5) showing dates like '21 June 10am - 11am S01 2.13' and '24 June 9am - 10am NS3 1.51'; 'Candidature information' (1), 'Research ethics' (7), 'Thesis', 'HDR Induction program', 'HDR workshops', 'HDR graduation', 'Research support', 'Research forms', and 'Research policies and guidelines'. A 'Contacts' section (8) lists the Associate Supervisor (Assoc Prof Clara Clark) and Principal Supervisor (Dr Walt Disney). A 'Library' section (9) provides contact information for the South Bank - Queensland College of Art and the South Bank - Queensland Conservatorium.

Figure 71 My research page



Note My research page is only visible to students who are Higher Degree by Research candidates.

Number	Name	Description
1	Level 2 page links	Links to My research level 2 pages.
2	Lifecycle	The candidate's lifecycle with milestones is mapped at the top of the page. Use the left and right arrows to scroll through the lifecycle.
3	I want to...	Links to websites relevant to My research.
4	Candidate information	Key candidate information including thesis topic and milestone dates are displayed.
5	Events	List of events available relevant to My research. Events on all campuses will be displayed by default. This list may be filtered. Choose "More events" to display complete list.
6	Candidate centre links	Links to candidate centre, service requests, leave summary, milestones and scholarship information.
7	Navigation tiles	Tiles are relevant to My research.
8	Contacts	Includes contact details for principle and associate supervisors.
9	Administration contacts	Contact details for library and Higher Degree by Research Student Centre.

Table 13 My research page

**Note**

Further resources are available for Higher Degree by Research candidates. Please refer to the [Higher Degree by Research website](http://www.griffith.edu.au/education/higher-degree-research).
www.griffith.edu.au/education/higher-degree-research