Weekly Careers News for Victoria

October 26, 2026

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Events

This Week's Events

La Trobe Innovation Series: Biosensors in Action

Organisation: La Trobe University
Location: Digital Innovation Hub. L2 Eagleworks Innovation Centre, La Trobe Melbourne (Bundoora) Campus
Date: October 28, 2026
Biosensors are transforming the way we detect, measure and respond to the world around us – with applications spanning healthcare, diagnostics, public safety and emerging technologies. Join La Trobe University researchers, innovators and industry collaborators for an exploration of biosensors in action. Through real-world examples of collaboration with Victoria Police, Triton Biosensors, AlleSense, the BEST Centre and MOBIUS, you'll hear how biosensor technologies are moving from research into real-world applications, spanning roadside drug detection, cancer diagnostics and point-of-use blood testing.

Speakers will also explore the journey to commercialisation, including clinical validation, scalable manufacturing and large-scale production of electrochemical and imaging-based biosensors.
Find out more

Victoria Police: Life at the Academy – Online Webinar

Organisation: Victoria Police
Location: Online
Date: October 28, 2026
Explore life at the Victoria Police Academy—join our online info session on 28th October 2026 for insider tips and training insights!
Curious about joining Victoria Police or already in the recruitment process? Wondering what life is really like at the Academy?
Don't miss this exclusive online information session—your ultimate insider guide to the Victoria Police Academy experience!
Join us for a deep dive into Academy life for Police Officers, whilst touching on training for Protective Services Officers, and Police Custody Officers. Get the real scoop on what your training journey will look like, week by week. We'll break down everything from exams to fitness training, on-site accommodation to support systems—and even salary details.
This is your chance to hear firsthand from those who've been there, done that. Plus, you'll get the opportunity to ask your burning questions!
Find out more

Yr 12 & Beyond with ADHD – Webinar for Year 12 Students and Parents

Organisation: ADHD Webinars
Location: Online
Date: October 29, 2026
Designed to help Year 12 students and parents navigate the transition to tertiary study or employment with practical ADHD management strategies. It offers actionable guidance on post-school options, strengths and interests, accommodations, and setting up tailored support systems.
Find out more

Pasifika Career Expo 2026

Organisation: Opendoor
Location: Town Hall Broadmeadows
Date: October 30, 2026
Get ready to explore career paths and connect with the community at the Pasifika Career Expo 2026!
Whether you're starting out, ready to take the next step, or exploring something new, this is your chance to connect directly with employers, discover career pathways, and celebrate Pasifika culture through vibrant performances.
What to expect:

- Employer booths and face-to-face networking with organisations and training providers.
- Career opportunities across a wide range of industries.
- Raffle prizes to be won! Every person who registers for the event, goes into the draw to win a prize.

Who should attend:

- Jobseekers from all backgrounds and career stages
- Pasifika young people, families, and community members
- Recent graduates exploring their options
- Experienced professionals seeking a change
- Parents, carers, and support networks

Why attend:

- Connect directly with employers who are actively recruiting
- Discover jobs, traineeships, and study pathways
- Network with professionals, services, and community organisations
- Celebrate culture in a welcoming and supportive environment

Find out more

Next Week's Events

STEM + X: Technology – Webinar for Students, Teachers & Parents

Organisation: Careers with STEM
Location: Online
Date: November 4, 2026
Join Careers with STEM for a free STEM + X career webinar, supported by QUT, to explore careers in coding, cybersecurity, design, digital products and more.
In this webinar, we'll lift the lid on where a technology degree can take you, exploring the kinds of careers today's high school students could be heading into, from cybersecurity and software development to digital design, artificial intelligence and emerging technologies.
Find out more

CSU Online Parent Information Session

Organisation: Charles Sturt University
Location: Online
Date: November 4, 2026
As your teen starts thinking about their future, this online session is here to help you support them through one of the biggest decisions they'll make – choosing a university.
Hear from experts as we guide you through key topics on processes, share tips for navigating Year 12 and the transition to university and highlight the unique opportunities available at Charles Sturt.

Whether you're looking for general information about university or specific advice to assist your teen, this is your chance to ask questions and get the answers you need.
Find out more

Procrastination & ADHD – Webinar for Year 10, 11, 12 Students and Parents

Organisation: ADHD Webinars
Location: Online
Date: November 5, 2026
A practical session focusing on why ADHD brains procrastinate and how students in Years 10–12 can overcome executive dysfunction. Attendees will learn evidence-based study tools, time-management hacks, and task-initiation techniques.
Find out more

CSU Making It In Media Workshop for Year 9-12 Students, Bathurst

Organisation: Charles Sturt University
Location: Charles Sturt University, Bathurst Campus
Date: November 6, 2026
Are you passionate about content creation, journalism, advertising or public relations?
If you're a student in Year 9, 10, 11 or 12, join us for our free Making it in Media workshop!
Ever wondered what it's really like to host a podcast, write newsworthy articles or work in TV? In this exciting full-day workshop, you'll dive deep into the dynamic worlds of design and content creation, journalism and strategic communication.
This interactive, hands-on experience invites you to collaborate with other students and explore the diverse majors on offer when you study with Charles Sturt.
What to expect:

- Hear from our course director, leading academics and alumni and get your questions answered.
- Step into our brand-new TV studio and creative hub.
- Get a taste of what it’s really like to work in media.
- Take part in practical and fun workshop sessions.

Find out more

Future Events

VTAC Understanding Scaling and the ATAR for school staff

Organisation: Australian Centre for Career Education
Location: Online
Date: November 11, 2026
Gain a deeper understanding of how and why study scores are scaled, and how the ATAR is calculated. All school staff are welcome to attend and learn about the process
Find out more

Holmesglen Institute Open Day, November 2026

Organisation: Holmesglen Institute
Location: Holmesglen Campuses
Date: November 12, 2026
Open Day is a great opportunity for you to meet with teachers, explore our campuses and study facilities, and get a feel for Holmesglen life. Our sessions include presentations, tours and Q&As – perfect for helping you map out your future study and career plans. Plus, our friendly team is also available to help you apply on the day.

Find out more

Monash Clayton Campus Tour

Organisation: Monash University
Location: Monash University, Clayton Campus
Date: November 12, 2026
Join us for a 90-minute campus tour and discover all that Monash has to offer! Led by our friendly student ambassadors, you'll explore the outdoor spaces of our world-class campuses, learn about student life, and have the chance to ask questions about studying at Monash.
Find out more

Victoria Police: Inside the Recruitment Process – Online Webinar

Organisation: Victoria Police
Location: Online
Date: November 12, 2026
Victoria Police are hosting an online information session for members of the community who are:

- thinking of starting an application to join Victoria Police
- currently going through the recruitment process and need more information
- currently in the process of completing an application

This session has been created to guide you through the steps of completing a strong application, with helpful tips and tricks that apply to each stage of the recruitment process.
Find out more

Le Cordon Bleu Melbourne Mediterranean Cuisine Workshop

Organisation: Le Cordon Bleu Australia
Location: Le Cordon Bleu Australia, Melbourne Campus
Date: November 14, 2026
Guided by a Le Cordon Bleu chef, you will unlock the secrets behind Mediterranean cooking, from the perfect balance of herbs and spices to the generous use of premium olive oil, fresh seafood, wholesome grains and seasonal vegetables. Discover why this way of eating is not only delicious but also one of the world's most celebrated nutritional models.
Journey across the Mediterranean, from Portugal to Lebanon, North Africa to the Middle East, as you learn to create balanced, flavour packed dishes that are as beautiful as they are wholesome.
This class is designed for everyone, whether you are a complete beginner or a keen home cook looking to expand your repertoire. And the best part? Every dish you create is yours to take home and enjoy. Spots are limited. Secure your place today and savour the taste of the Mediterranean!
Find out more

University of Melbourne Extension Program Application Support Session

Organisation: University of Melbourne
Location: Online
Date: November 17, 2026
In Year 11 and thinking about applying for the University of Melbourne Extension Program? Get practical support from our team to help with your application, before applications close 27 November 2026.
We'll walk you through everything you need to know to submit your application, including:

- Navigating the application portal

- Required documentation
- Important deadlines and timelines for offers.

Find out more

Victoria Police Careers Information Session – Victoria Police Centre (VPC)

Organisation: Victoria Police
Location: Victoria Police Centre
Date: November 17, 2026
We're inviting you to an exclusive Victoria Police Careers Information Session – a rare chance to get an inside look into the fast-paced, challenging, and rewarding world of policing.
What to expect:

- Unlock the secrets to our recruitment process
- Discover the intensive, hands-on training at the Victoria Police Academy
- Explore career pathways beyond general duties policing
- Learn about specialist units tackling everything from major crime to community engagement
- Hear firsthand stories from those who serve and protect every day

Get up close with our team:

- Police Officers
- Protective Services Officers (PSO)
- Police Custody Officers (PCO)
- Victorian Public Servants (VPS)

This is your exclusive invitation to gain behind-the-scenes access to the Victoria Police Centre – a location typically closed to the public. Don't miss your chance to experience the energy and excitement of policing like never before!
Find out more

Federation Open Day 2026, Gillies Street

Organisation: Federation University
Location: Federation University, Gillies Street Campus
Date: November 18, 2026
Keen for a lifestyle change and a career working outdoors?
Our Agriculture, Horticulture and Conservation Science courses are open and will help you reskill, upskill and stand out in 2026.
Dig deep into hands-on courses in Agriculture, Horticulture, Conservation, Ecosystem Management, and free TAFE options.
Come and find out more, meet your future classmates and explore your hands-on training facilities at our Gillies Street Open Day on 18 November from 10 am to 2 pm.
What's on:

- Student-led campus tours
- Observe real classes at our hands-on learning facilities, classrooms and science labs
- Explore student support options
- Find out if you're eligible for free TAFE course funding
- Get application assistance
- Find out course info, including contact hours, assessment overview, outside class study and pre-application advice

Find out more

La Trobe Engineering and IT Showcase 2026

Organisation: La Trobe University
Location: La Trobe University, Union Hall
Date: November 18, 2026
Sponsored by industry partners, student projects will focus on innovations within the areas of engineering, computer science, IT and physics.
Our keynote speaker, Arnie Bhattacharya, is the Chief Product Officer at Nuix, a technology company specialising in investigative analytics, digital forensics, and eDiscovery software. An accomplished alumnus of the School, Arnie holds a Bachelor of Computer Systems Engineering (Honours) with a specialisation in Software and Network Engineering.
The evening will be hosted by Professor Wenny Rahayu, Dean of the School of Computing, Engineering and Mathematical Sciences.
The showcase is open to staff, students, employers, alumni, industry and schools.
Find out more

Meet an Enviro Scientist Panel from La Trobe – for Year 7-12 Students

Organisation: La Trobe University
Location: Online
Date: November 19, 2026
Students will hear from La Trobe University environmental scientists and industry professionals from a diverse range of areas including ecology, freshwater and wetland management, restoration climate change adaptation, resource management, and conservation genetics. They will share their expertise, research and pathway to their STEM career.
Panellists for this event will be:

- Jessarne Palmer: Ecologist
- Sam Lewis: Fish ecologist
- Mads Dwyer: Botanist and Fire Ecologist
- Willow Cuthbert: Archaeologist

After an interactive Q&A panel discussion, participants will have the option to network with our panelists to build valuable connections with both student researchers and established academics.
This event is part of the Victorian Challenge and Enrichment Series, providing free extension opportunities for high-ability students in Victorian Government Schools. Funded by the Department of Education's Student Excellence Program.
Find out more

Victoria Police: Life at the Academy – Online Webinar

Organisation: Victoria Police
Location: Online
Date: November 19, 2026
Explore life at the Victoria Police Academy—join our online info session for insider tips and training insights!
Curious about joining Victoria Police or already in the recruitment process? Wondering what life is really like at the Academy?
Don’t miss this exclusive online information session—your ultimate insider guide to the Victoria Police Academy experience!
Join us for a deep dive into Academy life for Police Officers, whilst touching on training for Protective Services Officers, and Police Custody Officers. Get the real scoop on what your training journey will look like, week by week. We’ll break down everything from exams to fitness training, on-site accommodation to support systems—and even salary details.

This is your chance to hear firsthand from those who've been there, done that. Plus, you'll get the opportunity to ask your burning questions!
Find out more

Steps to STEM – a webinar showcasing career pathways after high school

Organisation: The Innovators' Tea Party
Location: Online
Date: November 19, 2026
Featuring a specially-curated team of women studying STEM after high school
Have you ever wondered what it's really like to study STEM after high school?
Do you want to understand the different fields you could step into — from engineering to data science to health technologies?
Are you looking for real, practical advice to help you navigate your final years of school?
Steps into STEM is your chance to learn directly from women studying STEM at university and TAFE. Join us online for a free, fast-paced webinar where current tertiary students share their study fields, their pathways, and what day-to-day student life actually looks like.
Each speaker will give a short 5-minute presentation covering:

- **Their STEM field and future career direction**
- **Their best advice for Year 12 students**
- **What studying and campus life is really like**

After the presentations, students will have the chance to ask questions in a relaxed, facilitated panel discussion.
This event is designed for **high school students**, their **parents/guardians**, and **teachers**.
Find out more

AIE November Open Day, Melbourne

Organisation: Academy of Interactive Entertainment
Location: Academy of Interactive Entertainment, Melbourne Campus
Date: November 21, 2026
Discover the courses designed to get you started in game development, 3D animation, film and visual effects at the AIE Open Day.
AIE Open Day is a great opportunity to meet our teachers, staff and students. The day will cover everything you need to know about the:

- Careers in games and VFX that we train students for;
- Studios and industries that we work with;
- Courses we offer – from beginners to professional mastery, and;
- The software, skills and knowledge we teach.

This event will also include presentations on entry requirements and how to apply. Find out how AIE can get you into a creative career.
Find out more

La Trobe Worner Lecture 2026 – From Atoms to Antidotes

Organisation: La Trobe University
Location: The Capital, Bendigo
Date: November 24, 2026
Join three leading Australian biophysicists for a journey into the hidden world of cells, viruses, and parasites. Discover how biophysics reveals the molecular workings of life — and how cutting-edge imaging and other powerful tools are helping scientists develop new ways to prevent and treat some of the world's biggest health challenges. The talks will be followed by a Q&A, giving you the chance to put your questions directly to the scientists.

No science background required — just bring your curiosity!
Find out more

Year 11 & Beyond with ADHD – Starting Strong in the Senior Years

Organisation: ADHD Webinars
Location: Online
Date: November 26, 2026
Focuses on setting senior students up for success as they enter their final school year and look ahead to future pathways. This webinar for parents, senior high school students and career practitioners covers strategies for managing workload stress, building independence, and planning post-school transitions.
Find out more

La Trobe Health Careers Camp for Year 12 Students, Bendigo

Organisation: La Trobe University
Location: La Trobe University, Bendigo Campus
Date: November 26 to November 27, 2026
La Trobe Health Careers Camp is designed to give students a realistic and relevant insight into studying and working in health and science fields, particularly within regional Victoria.
Held over two days at La Trobe University Bendigo, the event will include a dynamic mix of information sessions, hands-on lab experiences, group-based problem-solving activities, and opportunities to engage with LTU academics, current students, and local health professionals.
Students will explore the wide range of courses and pathways available at LTU Bendigo—including degrees in Science, Biomedical Science, Pharmacy, Exercise Science, Nursing, Social Work, Dentistry, and more. Sessions will cover VTAC applications, course entry requirements, and tips for interviews and applications.
Practical lab sessions will introduce participants to university-level learning and research, offering a taste of what to expect in health and science degrees. Students will also receive advice on preparing for Year 12 and building foundational knowledge in key subject areas.
Throughout the camp, students will connect with peers who share similar interests and hear firsthand from those working and studying in rural health. The experience aims to inspire, inform, and equip students with a clearer vision for their future in health and science.
Find out more

CSU Online Law and Criminology Information Night

Organisation: Charles Sturt University
Location: Online
Date: November 26, 2026
Join us for our information night and hear from our course directors, current students and graduates about what its like to study law and criminology at Charles Sturt. You'll get details on how to apply, industry professionals sharing their experiences about working in the sector, and info about where a career in the justice system could take you.
Find out more

National Fashion College Styling Workshop for Ages 16+ in Melbourne

Organisation: National Fashion College
Location: National Fashion College, Melbourne Campus
Date: November 28, 2026
You’re officially invited to our exclusive Styling Workshop, taking place at our vibrant Melbourne campus - home to creativity, innovation, and the next generation of fashion talent.

In just one day, gain hands-on experience as you learn the foundations of professional styling from an industry-recognised expert. You'll assist on not one, but two photo shoots with a renowned fashion photographer - offering you a rare, behind-the-scenes glimpse into the fast-paced world of fashion. This is your first step towards a career in styling.
Meg Durham is a leading Melbourne-based fashion and television stylist with almost a decade of industry experience spanning celebrity, television, commercial and fashion styling. For the past six years, Meg has worked with Network 10 and Paramount across some of Australia's biggest television productions, including The Project, Have You Been Paying Attention?, MasterChef Australia, Deal or No Deal and I'm a Celebrity… Get Me Out of Here! Australia. Her work has taken her from Australian television studios to sets in South Africa, styling high-profile talent including Robert Irwin. Combining an expert eye for fashion with extensive experience styling for the camera, Meg brings National Fashion College students a rare behind-the-scenes perspective on celebrity styling, television wardrobes and the fast-paced world of fashion and entertainment.
This experience is recommended for guests aged 16 and older.
Find out more

SAE Online Info Session: IT & Computer Science

Organisation: SAE University College
Location: Online
Date: December 1, 2026
From software development and cyber security to cloud computing and AI, technology careers are evolving fast. At SAE's Online Info Session: IT & Computer Science, you'll explore our complete range of technology courses, including our new Information Technology qualifications launching in February 2027, alongside our established Computer Science and Cyber Security pathways.
Find out more

AIE Online Campus Day

Organisation: Academy of Interactive Entertainment
Location: Online
Date: December 5, 2026
Discover the courses designed to get you started in game development, 3D animation, film and visual effects at the AIE Online Campus Day. AIE will be running this event for students interested in studying online. You will be able to meet our teachers, explore how classes will run, course options, career pathways and see our amazing student work.
We will be covering everything you need to know about the:

- careers in games and VFX that we train students for;
- studios and industries that we work with;
- courses we offer – from beginners to professional mastery, and;
- the software, skills and knowledge we teach.

Find out more

Camp America Melbourne Job Fair

Organisation: American Institute for Foreign Study Australia
Location: TBC Melbourne
Date: December 5, 2026
U.S. camps are coming to town and they're ready to meet, interview and hire. Come face-to-face with Camp Directors, explore the roles available and take a huge step towards locking in your Summer 2027 placement.

Meet the camps hiring you. Connect face-to-face with Camp Directors flying in from the USA specifically to meet and hire Australian applicants. Ask questions about camp life, available roles, what they're looking for and interview directly with the people making the hiring decisions. Explore a range of camps and roles all in one place, from waterfront and sports to performing arts, creative roles and more. Chat with different Camp Directors, compare your options and find the camp that feels like the best fit for your skills, personality and summer goals.
This isn't just an info session. You'll have the chance to interview for roles on the day and could leave with your Summer 2027 placement sorted. Meet other Camp America applicants, get support from our team and take a huge step closer to camp.
Find out more

Le Cordon Bleu Melbourne Cook Like a Chef Workshop

Organisation: Le Cordon Bleu Australia
Location: Le Cordon Bleu Australia, Melbourne Campus
Date: December 5, 2026
This hands-on experience teaches you the essential techniques used in professional kitchens, helping you elevate flavour, texture and presentation in every dish you create.
In this immersive full-day workshop, you'll step inside a commercial kitchen and craft restaurant-quality dishes using expert methods. From mastering knife skills to working with luxury ingredients, you'll build confidence, finesse and a deeper understanding of how chefs think, taste, and plate.
Throughout the day, expert instructors guide you step-by-step as you prepare four refined dishes, each designed to teach precision, balance and presentation.
Core skills covered include:

- Knife skills for preparing and garnishing vegetables, fruits and seafood
- How to prepare delicate elements including asparagus broth, emulsions and potato-based doughs
- Preparing stocks and broths to build deep, layered flavours
- Gnocchi shaping and cooking for perfect texture
- Confit, deep frying, pan-searing and steam cooking methods
- Emulsification, foams and other modern finishing techniques
- Macerating, frying and flavour-intensifying methods
- Professional plating techniques and garnishing skills

Find out more

UniMelb Change of Preference Expo

Organisation: University of Melbourne
Location: Arts West Building, University of Melbourne, Parkville Campus
Date: December 11, 2026
Locking in your VTAC preferences? Chat in person with staff and students about your ATAR results and how to make Melbourne yours in 2027.
Drop in throughout the expo to:

- Discover undergraduate course options based on your ATAR, as well as graduate pathways available to you
- Get answers to your questions about what happens next, from key dates and enrolment to preparing to start at Melbourne
- Discuss scholarship eligibility and the student support services available to help you succeed during your studies
- Speak to our University Accommodation and residential college teams
- Get a feel for campus and grab a bite to eat.

You can also attend scheduled sessions throughout the day including:

- Understanding your next steps after receiving an offer
- Student panel discussion covering top tricks to navigate the transition and make the most of your Melbourne experience
- Hourly Parkville campus tours
- Global experiences available to you as a Melbourne student

Register to add sessions to your Expo agenda and receive a food voucher to use at the food truck and select campus vendors.
Find out more

Le Cordon Bleu Melbourne Mastering Macarons (Christmas Edition) Workshop

Organisation: Le Cordon Bleu Australia
Location: Le Cordon Bleu Australia, Melbourne Campus
Date: December 12, 2026
Join us for a festive one-day experience dedicated to the art, precision and creativity of macarons. This hands-on workshop is designed for passionate home bakers and aspiring pâtissiers who want to master the techniques behind these delicate and iconic sweets.
Guided by our experienced chef instructors, you will learn the fundamentals of both French and Italian meringue methods, understanding the differences between each technique and how they influence texture, structure and flavour. As the day unfolds, you will create a range of festive macaron flavours and fillings inspired by the Christmas season, learning how to balance flavours and combine textures to create beautiful creations.
From mastering smooth shells to piping, baking and assembling your finished macarons, this workshop will provide valuable skills you can continue to use long after the class concludes .
We encourage you to ask questions and embrace the festive spirit as you develop your skills in a fun and supportive environment.
Find out more

I’ve Got My Results, What Now? Webinar for Year 12 Students & Parents

Organisation: myfuture
Location: Online
Date: December 15, 2026
As Year 12 results are released, many students and their carers are asking the same question: What's next? Join Tracy Ryan, Career Education Manager at myfuture, for a practical and reassuring webinar designed to help families navigate the next steps with confidence.
You'll gain insights into the range of opportunities available after Year 12, learn how to make informed decisions, and discover resources that can support a successful transition from school to further study, training, or work.
Find out more

Indigenous Australian Engineering School at UNSW for Year 10-12 Students

Organisation: University of New South Wales
Location: University of New South Wales, Kensington Campus
Date: January 10 to January 16, 2027
The Indigenous Australian Engineering School (IAES) is a week-long residential program for Indigenous high school students in Years 10–12, delivered in partnership with Engineering Aid Australia. The program provides hands-on engineering experiences and valuable insights into the field of engineering.

As a residential program, IAES offers students the opportunity to experience university life, build connections with peers, connect with culture, network with other young Indigenous professionals, and explore engineering as a potential study and career pathway. The program hosts 25 students for an unforgettable week of learning, culture and new experiences. The program is free for students, with all travel, meals, and accommodation provided.
Applications are open to current Indigenous students who will be in Years 10, 11, and 12 in 2027, from all states except Western Australia.
Applications close **Sunday November 1 at 11:59pm AEDT**.
For any inquiries, please contact eng.edi@unsw.edu.au. The team is available to provide further information or arrange a call to assist with your needs.
Find out more

Competitions

AgDay Photography and Video Competition 2026

Organisation: National Agriculture Day
Location: Australia
Value: AU$5,000
Close Date: November 20, 2026
Find out more

Experiences

CSIRO Young Indigenous Women's STEM Academy Program

Organisation: Commonwealth Scientific and Industrial Research Organisation
Location: Australia
Find out more

A Future in Health and Care Virtual Work Experience with Care4Notts

Organisation: U-Explore Ltd
Location: All
Find out more

Weekly Posts

Study

How to study for an exam when you're allowed to bring materials in

An open book exam lets you refer to your notes, a textbook or both while you answer questions. In subjects like maths, physics and chemistry, you may be given a formula sheet listing many of the equations you'll use, while English and other text-based subjects sometimes allow a quote sheet, which is a page of quotes from the texts you've studied.
Your materials can help in the exam, but they don't replace studying.

What these exams expect from you
Exams that allow materials are still timed. Looking up an answer takes time, and if you rely on your materials for most questions, it can become hard to finish.

The questions are also written with your materials in mind. Because the basic facts are available to everyone in the room, these exams usually focus on how well you can apply what you know. This could include:

- Solving unfamiliar problems
- Analysing a passage
- Building an argument

Markers often expect more detailed and accurate answers as a result. This means your materials work best as a backup. You'll still need to understand the content well enough to answer most questions from memory, then use your materials to check details or fill small gaps.

What are you allowed to bring?

Rules for these exams vary between schools, subjects and even individual exams. An exam that allowed notes or a quote sheet one term may not allow them the next, so check the details for each exam early. Your task sheet or assessment notice may cover them, and your teacher can answer anything that isn't clear. Things to check include:

- Which materials are allowed, such as notes, a textbook or a single sheet
- Whether the sheet is provided by the school or written by you
- Size limits, such as one A4 page, & whether you can use both sides
- Whether it needs to be handwritten or can be typed & printed
- Whether you can add notes, highlighting or annotations
- Whether materials are checked before the exam starts

Materials that don't follow the rules may be removed before the exam starts, and in some cases, bringing them could be treated as a breach of exam rules. If you're unsure whether something is allowed, ask before exam day.

Online open book exams have a few extra things to check. Some limit you to your own notes, while others allow websites. You'll also want to find out whether AI tools are permitted, and whether the time limit starts as soon as you open the exam.

Preparing for an open book exam

Choosing your materials

If you can bring as much as you like, aim for a smaller set of well-organised materials. A full textbook and every page of notes from the year are hard to search under time pressure, while condensed notes you've written yourself are usually faster to use, because you know what's in them and how they're arranged.

A practical set might include:

- Summary notes for each topic
- A page of key definitions & concepts
- Worked examples or sample responses for common question types
- The textbook, if allowed, as a backup for details

Organising your materials

Being able to find information quickly is a big part of using open book materials well. A few simple methods can help:

- Tabs on the edge of your pages to mark where each topic starts
- An index at the front listing each topic & its page number
- Colour coding by topic or type of information, such as definitions & examples

Label your tabs clearly so you can read them at a glance, and use the same colours across your tabs, highlighting and headings so the system stays consistent.

How to study
Study the content as you would for a closed book exam, with a focus on understanding concepts well enough to explain and apply them. Practice questions are especially useful, particularly unfamiliar ones, because working out how to apply an idea to a new problem isn't something you can look up.
It also helps to use your organised materials while you study, so you learn where everything is. By exam day, you should be able to turn straight to the right section for each topic.

If you can only bring one page of notes
Some exams limit you to a single page, often A4. Deciding what goes on it is part of studying, because you need to review the whole course to choose. Things to prioritise include:

- Details you regularly forget or mix up
- Steps in processes or methods
- Definitions that need exact wording
- Formulas or data that aren't provided elsewhere

Anything you already know well can be left off. Keep your writing large enough to read quickly, as a page packed with tiny text is hard to use in a timed exam.

Preparing for an exam with a formula sheet
In most subjects that use one, the formula sheet is provided by whoever sets the exam, and every student gets the same one.

Getting to know the sheet
Ask your teacher for a copy as early as you can. It's often available well before the exam or included with past papers. Using it every time you study helps you become familiar with:

- The layout, so you can find each formula quickly
- Which formulas are included & which aren't, since anything missing needs to be memorised
- The symbols & notation it uses, which may differ from your textbook or class notes
- Any constants or data tables it includes

What the sheet doesn't tell you
A formula sheet lists equations, but it doesn't explain when to use them. Most of your study time should go into the skills around the formulas:

- Choosing the right formula for each question
- Knowing what each variable stands for & its units
- Rearranging formulas to solve for different variables
- Knowing when a formula applies & when it doesn't

Questions don't usually name the formula you need, so you'll need to work it out from the information given and what you're asked to find. Some formulas also only apply in certain situations, and the sheet usually won't say which.
Working through a wide range of questions builds all four of these skills. After each one, note which formula you used and why you chose it.

Writing your own formula sheet
Some exams let you write your own formula sheet instead. The approach is similar to a one-page notes sheet, but next to each formula, add a short note on when it's used and what each variable stands for, if space allows. Building the sheet while you practise questions shows you what's missing.

Preparing for an exam with a quote sheet
A quote sheet means you don't need to memorise every quote word for word, but you still need to know what each quote shows and how it connects to the text's ideas.

Choosing your quotes
Space on a quote sheet is usually limited, so it helps to look for quotes that:

- Link to more than one theme, character or idea, so they work across different essay questions
- Show a clear technique you can analyse
- Come from different parts of the text
- Are short enough to fit smoothly into a sentence

Grouping quotes by theme or character
Arranging your quotes in groups, rather than in the order they appear in the text, makes them easier to use. Groups could be based on themes, characters or key ideas, depending on how questions about your text are usually framed. If headings are allowed, use them. If they aren't, keeping each group in a set position on the page can do a similar job.
When quotes are grouped, finding one relevant quote also puts you next to others about the same idea. This makes it faster to plan a paragraph or a whole essay.

Using quotes to jog your memory
The quotes on your sheet are prompts. For them to work, you need to have linked each one to your analysis before the exam. For every quote, you should be able to explain:

- What's happening in the text at that point
- The technique being used & its effect
- Which themes or ideas it connects to
- How it could support an argument

One way to practise is to look at a quote on its own and say or write your analysis from memory. With enough repetition, reading the quote should bring the rest back. This matters most when annotations aren't allowed, which is often the case, because the quote is then the only cue you'll have.
If you can annotate, keep it to a few keywords per quote. Long notes take time to read and crowd the page.

Practising under exam conditions
Whatever materials you're allowed, practise with them before exam day, and start early enough to fit in several attempts. Getting a copy of the formula sheet, setting up your tabs or drafting your quote sheet early in the term gives you time to work with them before the exam counts.
When you complete past papers, use the same materials you'll have in the exam and time yourself. This can show you:

- How long it takes to find information
- Which sections you check most, which may point to topics that need more study
- Whether your materials are organised in a way that works
- Whether your quote sheet suits the questions you're likely to get

Adjusting your materials after each attempt means the version you take into the exam is one you've already tested.

What to do in the exam room
Most of the work happens before the exam, but a few habits can help you use your materials well once you're there. Remember to:

- Read each question & plan your answer from what you know before opening your materials
- Avoid copying large sections from your notes, since markers are looking for answers in your own words
- Move on if you can't find something quickly & come back to it later
- Write out the formula before substituting values when using a formula sheet
- Use reading or planning time to choose quotes for each paragraph when using a quote sheet
- Have your files open & organised before the timer starts in an online exam

If you're getting ready for exams, we have plenty of other study resources on study habits and preparing for assessments.

Communication Skills, Skills for Work

Your digital footprint and who can see it

Every time you post a photo, like a video, or search for something online, you leave a small piece of information behind. Put them all together, though, and they start to build a picture of who you are, what you like, and where you spend your time. That picture is your digital footprint. Most people never stop to think about theirs. It's worth doing though, because your footprint can stick around for years. The good news is that you have more control over it than you might expect.

What is a digital footprint?

Your digital footprint is the record of everything you do online. Some of it you share on purpose. A lot of it is collected quietly in the background, without you really noticing. That's why it helps to split it into two parts.

Your active footprint

This is the information you choose to share. It includes:

- posts, photos, memes, videos, reels, and stories on social media
- comments on videos, games or forums
- messages you send (remember that anyone can screenshot them)
- reviews, quizzes, competition entries and sign-up forms.

Your passive footprint

This is the information websites and apps collect about you while you use them. You don't hand it over directly, but it's gathered all the same. It can include the sites you visit, what you search for, what you watch or skip, and where you are if your location settings are switched on.

Here's an example you might recognise. You look up a pair of trainers once, and for the next few weeks you see ads for trainers everywhere. That isn't a coincidence. Small files called cookies, along with other tracking tools, have noted what you were interested in and passed it on.

There's also a third part that's easy to forget: what other people post about you. A friend's group photo, a tag in a comment or a clip in someone's story all add to your footprint, even though you didn't post them yourself.

Who can see it?

The honest answer is - probably more people than you think.

Friends and followers. This one's obvious. But if your account is public, "followers" can mean anyone at all, including people you've never met.

Friends of friends. A post shared with a small group doesn't always stay there. It can be shared, forwarded or screenshotted in seconds, and once that happens, you can't pull it back.
Companies and apps. The apps you use all collect data to show you targeted ads and suggest content. Some also share that data with other businesses. The details are usually in the privacy policy – the long page of text that most of us scroll straight past.
Schools, universities and employers. Some admissions teams and employers look people up online before making a decision. 70% of employers said they use social networking sites to research job applicants during hiring process and 54% of companies admitted to eliminating a candidate based on their social media feed.
Your future self. Things posted years ago can still turn up in search results, old archives, or someone's camera roll. Deleting a post removes it from your profile, but it doesn't guarantee it's gone everywhere.

Why it matters for your future
None of this is meant to scare you off the internet. A digital footprint isn't a bad thing in itself. In fact, it can work in your favour.
Think about a student who shares their photography on a public page, or posts updates about a website they're building. When they apply for a course, a job or a volunteering role, they can point to real examples of what they can do. Their footprint shows their skills as well as a little bit about themselves.
The flip side is that context gets lost online. A joke that made sense to your mates at 14 might read very differently to a stranger looking at it four years later. They don't know you, the moment or the tone. All they see is the words on the screen.
So the goal isn't to disappear. It's to make sure that when someone looks you up, what they find is something you're comfortable with.

How to check and shape your footprint
You may not be able to wipe your footprint clean, but you can tidy it up and decide what gets added next. Here's where to start.

- **Search for yourself.** Open a private or incognito window and type your full name into a search engine. Check the images tab too.
- **Check your privacy settings.** Go through each app you use. Who can see your posts? Who can tag you? Can people find you through your phone number or email?
- **Close old accounts.** That game you stopped playing two years ago may still have your details. Delete any accounts you no longer use.
- **Look at app permissions.** Does that photo-editing app really need your location, contacts and microphone? If not, switch them off.
- **Pause before you post.** Ask yourself: would I be happy for a teacher, a future boss or a family member to see this? If the answer is no, think again.
- **Ask before you tag.** Check with friends before posting photos of them, and ask them to do the same for you.

If someone posts something about you that's upsetting or untrue, you don't have to deal with it alone. Use the platform's reporting tools and talk to an adult you trust.

Take charge of your online story
Your digital footprint grows every day, whether you're paying attention or not. The difference is that now you know what's in it and who might be looking.
Why not set aside 20 minutes this week to search your name and check your settings? It's a small step that could make a real difference later on. Managing your online presence is just one

of the life skills that will help you as you move into study and work. Explore more practical guides in our Building Skills section.

Job Spotlights

How to become a Chef

Chefs plan menus and prepare, cook, and present food in commercial kitchens, turning raw ingredients into dishes that are consistent, safe, and ready on time. They oversee every stage of a dish, from selecting produce and managing stock to running a kitchen through a busy service, often leading a team of cooks and kitchen staff.
If you're creative, thrive under pressure, and enjoy working with your hands, this career could suit you well.

What skills do I need as a Chef?

- Creative & inventive
- Calm under pressure
- Detail-oriented mindset
- Physically resilient
- Confident team leader
- Strong time management
- Passionate about food
- Reliable & hardworking

What do Chefs do?

Before service starts, you're checking deliveries, prepping ingredients, and planning the day's menu or specials based on what's in season and what's in stock. You'll brief the kitchen team on the plan for the shift, assign sections, and make sure everything is set up, portioned, and ready to go before the first order comes in.
Once service begins, you're cooking to order, plating dishes to a consistent standard, and keeping pace as orders build up. You'll manage multiple dishes at once, coordinate timing so everything reaches the pass together, and communicate constantly with the rest of the kitchen and front-of-house staff. It's fast, hands-on work that demands focus, speed, and precision, especially during busy periods when the whole kitchen is working under pressure to keep up.
Beyond daily service, you might develop new menu items, test and cost recipes, or manage relationships with suppliers to source quality produce. Many Chefs train apprentices and junior cooks as they move up through the kitchen, and over time you might specialise in a particular cuisine, style of cooking, or area like pastry.

What kind of lifestyle could I expect?

Chefs work across restaurants, cafés, hotels, catering businesses, pubs, and institutions such as schools, hospitals, or aged care facilities. Some work in fine dining establishments with small, highly skilled teams, while others work in larger commercial kitchens producing food at volume for a broad customer base. The environment and pace can vary a lot depending on the type of kitchen, the cuisine, and the style of food being served.
Kitchen hours often run outside the standard working week, with evening, weekend, and public holiday shifts common, since that's when people eat out. Split shifts are common too, with a break between lunch and dinner service. Expect an intense, fast-paced rhythm once service begins, followed by quieter periods for prep, cleaning, ordering, and planning ahead for the next shift or menu change.

The work is physically demanding, involving long periods on your feet, heat, and repetitive movement, so stamina and fitness matter more than in many other careers. Travel isn't usually a big part of the role, though some Chefs work on cruise ships, at events, or across multiple venue locations. Salaries tend to be average to start, particularly during your apprenticeship, and improve as you gain experience and take on more senior kitchen positions. Demand for skilled Chefs remains steady, since hospitality is a constant feature of daily life everywhere.

How to become a Chef

- **Get hands-on kitchen experience**: Take on part-time or casual work in hospitality, even in an entry-level role like kitchen hand, to get a genuine feel for how a commercial kitchen runs and whether it suits you.
- **Complete a commercial cookery apprenticeship**: Most Chefs train through an apprenticeship that combines paid, on-the-job training in a working kitchen with vocational study, usually taking a few years to complete in full.
- **Build experience across different kitchens**: Work in a range of kitchens and cuisines to build your skills, speed, and confidence across different sections, from entrées to desserts, and to work out what style of food you enjoy most.
- **Develop a specialisation**: As you progress, focus on a particular cuisine, cooking style, or area such as pastry, which can set you apart from other cooks and open up more senior opportunities over time.

From here, you could move up through the kitchen hierarchy towards sous chef, head chef, or executive chef, open your own restaurant or catering business, or move into food styling, teaching, or menu consulting.

What can I do right now?

If you're in high school and interested in working as a Chef, here are some practical steps:

- Look for part-time or casual work in a café, restaurant, or catering business, even in a role like kitchen hand or waitstaff, to get a taste of the industry.
- Cook regularly at home for family or friends to build your skills, confidence, and understanding of flavour, timing, and presentation.
- Volunteer to help with food-related events at school or in your community, such as canteen days or fundraisers, to get comfortable cooking at volume.

Find out more about alternative careers on our Job Spotlights page.

Study Tips

How to tell whether a website is a reliable source for your assessment

Research tasks usually ask you to support your points with evidence from other sources. A quick search can bring up government reports, news articles, personal blogs and sales pages side by side, often looking equally convincing, so deciding which ones to trust is a key part of the task.

Start with your task sheet

Before searching, check whether your task sheet sets rules about sources, such as how many you need, which types are accepted and how recent they should be. If it doesn’t say, ask your teacher.

Questions to ask about the website

One way to judge a website is to work through a few questions about it:

- Who made it & do they have relevant expertise?

- Why does it exist, & is it there to inform, persuade or sell?
- When was it published or last updated?
- What evidence does it give, such as references or links to research?
- Does it suit your task & the level you're working at?

An expert or established organisation, such as a government department or university, is a stronger sign than an anonymous page. Keep in mind that the About page is written by the site itself. How much the date matters depends on your topic, since information on technology or health goes out of date faster than historical information. Where a site gives references, follow a few to check they say what the site claims.

Checking a website from the outside

Lateral reading means opening new tabs to see what other sources say about a website, instead of relying on what it says about itself. Professional fact-checkers use this approach. Search the organisation and author to check their reputation, then search key claims to see whether other reliable sources report the same thing, looking beyond the first result.

What domain endings can tell you

The domain ending is the last part of a web address. Endings like .gov and .edu are generally restricted to government bodies and education providers, which makes them a strong starting point, though not every page on them will be current. The .org ending is often linked with non-profit organisations, but anyone can register one.

A .com site can also be reliable. Many reputable news outlets and publishers use .com addresses, and if a .com site's information is backed up by other reliable sources, you can use it with more confidence.

Red flags that a site may not be reliable

Warning signs include:

- No author or organisation named
- Heavy advertising or pop-ups
- Emotional or dramatic language, such as headlines in all caps
- Claims that sound too good to be true
- Frequent spelling & grammar errors
- Images that look edited or out of place

One red flag doesn't rule a site out, but several together are a good reason to find another source.

Common types of online sources

Online encyclopedias

Most Wikipedia pages can be edited by anyone, and many teachers don't accept it as a cited source. It's useful for an overview, and its references can lead you to original sources you can use instead.

Social media

Most social media content isn't checked before it's posted, and accounts aren't always who they claim to be. Posts can be useful evidence of public reactions to an event, but trace any factual claim back to where it came from.

Videos

A video from a university, museum or public broadcaster is a different kind of source from one by a creator with no stated expertise. Check who made it and look in the description for sources.

AI-generated content
AI chatbots and search summaries can make things up while sounding confident. Treat anything an AI tool tells you as unverified until you've found it in a reliable source, and check your school's rules on AI use.

Biased sources and when you can use them
Bias means presenting information from a particular point of view, but a biased source can still be useful. A company's website is reliable for what the company sells, though not for whether its products work. In history, a propaganda poster may not show events accurately, but it's strong evidence of how a government wanted people to think. Use biased sources as evidence of a perspective, and look for balanced sources for factual claims.

If you're still unsure
Your teacher or school librarian can help you decide whether a source is reliable. Whichever sources you use, note down the author, title, date and web address as you go, since you'll need them to reference your work. Our guide to referencing styles explains more.
If you're working on research tasks, our study tips cover more on building strong study habits.

First Nations People, Skills for Work

NSW Aboriginal Languages Week and why languages matter

Every language is a unique key providing insight into different ways of seeing the world. It carries names for plants and animals, stories about the land, songs, jokes, and rules about how people speak to one another. NSW Aboriginal Languages Week celebrates the languages that have been spoken across Australia for thousands of years, and the people working to keep them strong.
Wherever you live here in Australia or elsewhere in the world, it's a great opportunity to think about the languages around you and what learning one could mean for your future.

What is Aboriginal Languages Week?
Aboriginal Languages Week happens in New South Wales, Australia, every October. It marks the anniversary of the Aboriginal Languages Act 2017, and NSW is the only Australian state or territory to have passed a law like this. This year's theme is 'Living Languages, Strong Futures' celebrating and encouraging efforts to revitalise, strengthen, and share aboriginal languages and preserve them for future generations.
During the week, communities run festivals, language workshops and classes, exhibitions, as well as sporting and arts events. One of the week's goals is to encourage more people to learn languages, particularly young Aboriginal people (Aboriginal Languages Trust).
It's part of a much bigger picture, too. The United Nations has named 2022 to 2032 the International Decade of Indigenous Languages, putting a global spotlight on languages at risk of being lost.

Why preserving languages matters
Before European colonisation began, there were more than 250 Aboriginal and Torres Strait Islander languages were spoken across Australia. Many were pushed out of everyday use, for many years, but in 2026, a national survey identified 177 languages still being spoken or used,

and a further 113 undergoing a revival thanks to the people and communities working hard to strengthen and revitalise them.
This isn't only an Australian story. UNESCO estimates that at least 40% (that's more than 6,700) of the world's languages are threatened with disappearing in the long term.
So why does it matter? Languages hold knowledge that often can't be translated neatly. A single word might describe a particular season, a geographical feature, a plant that's ready to harvest and important for more than just food, or a family relationship that English needs a whole sentence to explain. Lose the word, and you risk losing the knowledge attached to it.
Language is also closely tied to identity and wellbeing. In a national survey, 98% of respondents agreed that using traditional languages improves the wellbeing of Aboriginal and Torres Strait Islander people and strengthens their connection to culture, community and Country.
“Our languages are really important for our sense of identity, our sense of who we are. Our languages also help us to understand our lands.” Dr. Lorna Wánosts’a7 Williams, Prof Emerita, Influential Educator, Scholar, Filmmaker, Indigenous elder, and Member of the Global Task Force for Making a Decade of Action for Indigenous Languages, Canada

How to start learning, respectfully
Aboriginal languages belong to their communities, and each one is connected to a particular place. That means the best starting point is the land you're standing on. Here are some practical first steps:

- **Find out whose Country you're on.** First Languages Australia's Gambay map shows more than 780 Aboriginal and Torres Strait Islander languages, with names and boundaries chosen by communities. Fittingly, gambay means "together" in the Butchulla language.
- **Contact a local language centre or Aboriginal community organisation.** They may run classes or be able to share learning resources, and they can tell you what's appropriate for learners, as well as where to find more support.
- **Go to an event.** Aboriginal Languages Week is a perfect time to join a workshop, festival or talk and hear a language spoken by the people who keep it alive. If there are none happening where you live, look for first nations hosted events happening anytime and make a note to go along and connect with the community.
- **Start small.** Learn a greeting, the local name for your suburb, or a nearby river, and practise saying it properly.
- **Ask before you share.** Some words and stories aren't meant for everyone, certain words and dialects are protected by strict cultural protocols governing who can speak them, hear them, or pass them down. Following community guidance is part of learning well.

If you're reading this outside Australia, the same idea applies. Communities from Wales to Aotearoa New Zealand are working to keep their languages strong, so look into the languages that belong to where you live. Learn about their history, cultural identity, and ask about where you can start learning the basics.

Skills you build along the way
Learning any language gives your brain a proper workout. You train yourself to listen closely, spot patterns, and remember (and make) new sounds. You'll also get more comfortable with making mistakes, which is a useful skill in school, at work and in life.
Bigger picture, every language organises ideas in its own way. So learning new ones shows you that your way of describing the world isn't the only way, and that builds empathy and cultural awareness, as well as boosting your communication skills into another stratosphere let alone level.

Employers value these skills too. If an interviewer asks how you handle something new and difficult, learning words in an Aboriginal language, or sticking with French when it got tricky, are great examples of commitment, persistence, ongoing learning, patience, and curiosity in action.

Doors your language skills could open
Language skills can take you in lots of directions. Many roles centred on Aboriginal languages are led by Aboriginal and Torres Strait Islander people, while others use language skills more broadly. Here are a few to explore:

- **Interpreter or translator.** Interpreters help people understand each other in hospitals, courts, and accessing government services.
- **Teacher.** Language teachers, school support workers, and community educators pass languages on to the next generation.
- **Linguist or researcher.** Linguists study how languages work and often partner with communities to record and revive them.
- **Archives, libraries and museums.** These workplaces look after recordings, documents, and objects that help communities reconnect with their languages.
- **Media and the arts.** Musicians, writers, filmmakers and radio presenters use language to tell stories and reach new audiences.
- **Technology.** Apps, online dictionaries. and digital maps all need people who understand both language and tech.
- **Rangers and land management.** Knowing the local names for plants, animals and places can deepen how people care for Country.
- **Community services.** Community roles mean working with people of all all cultures and backgrounds, being able to communicate well in their language as well as your could help you build better relationships and make stronger connections.

And if you learn a widely spoken language, such as Spanish, Mandarin, or Arabic, doors can open in international business, travel, diplomacy and aid work, too.

Take your first step
Aboriginal Languages Week is a reminder that languages are worth celebrating, protecting and learning. You don't need to be fluent to make a difference. Learning a single word for the place you live, and saying it with respect, is a meaningful start. It could spark a love of languages, a new way of seeing the world or even a career.
Want to keep exploring? Check out our resources for First Nations people, or dive into our Job Spotlights to see where your skills could take you.

Skills for Work, University

How to find and land a student internship

Internships might feel like something for later. But if you're planning to go to university, TAFE, polytechnic or college after school, they could become part of your life sooner than you think. An internship lets you work in your chosen field while you're still studying. It's a chance to test a career, build skills, and meet people who could help you later on.
If you're not sure what an internship involves, read our article, What is an internship and is it worth doing? Then read on to find out where to looks for internship opportunities, and how to secure a place.

Why it's worth thinking about this now
Some of the choices you make in high school could shape the internships open to you later. Some tertiary courses build work placements into the course itself. Areas like nursing, teaching,

and engineering degrees often include time in real workplaces as part of your study, because you'll need to know you can handle the work before you graduate and you'll also need to practise and prove you've got the necessary skills.
In the UK, some degrees include a placement year, where you spend a full year working in industry before your final year. Courses like this are sometimes called sandwich courses, because the work year sits between your years of study.
If you'd love to experience an internship or work placement, it's worth making a note to check when comparing courses. They might be called work placements, work-integrated learning, or a year in industry, as well as internships. If you're not sure you can always ask the future students teams at the institutions whose courses you are considering. Two courses can look almost the same on paper, but if one of them puts you in a real workplace for a year, that could make a huge difference when you start looking for work.

Start with your careers service
Once you start studying, your university or college careers service is the best place to begin. Many have their own job boards, where employers post internships aimed at their students. They might also run careers fairs, CV workshops and practice interviews. Think of the careers service as your local branch of the job market. The roles listed there are often aimed at students like you, so you're not competing with experienced workers.

Where to look in Australia
In Australia, many large employers run summer internships, often called vacation programs. These usually take place over the long summer break between university years.
As one example, engineering firm Arup runs a 12-week paid Summer Vacation Program for students in their second-to-last year of study, from November to the following February. Students who finish it are automatically considered for a graduate role. Law firms often run similar programs called clerkships, usually for law students in their second-to-last year.
To find these opportunities, try student job boards such as Prosple and SEEK Grad. You can search by industry, location, and the type of role you're after.

Where to look in New Zealand
New Zealand's tertiary summer break also runs from around December to February, so many internships happen then too. Your institution's careers service and student job boards are good places to start.
If you're interested in technology, look into Summer of Tech. It's an industry-led program that connects tech companies with university and other tertiary students. Students take part in workshops and events during the year, and the program leads to paid summer internships.
Prosple and SEEK Grad are also options in New Zealand, and MoneyHub have a great list of internships to get started with too.

Where to look in the UK
In the UK, students often look for summer internships in their second-to-last year of university, there are plenty on offer. Some employers also offer shorter insight programmes, sometimes called spring weeks, for first-year students. Placement years are another popular option, as mentioned above.
The UK Government runs a Civil Service Summer Internship Programme for undergraduates from lower socio-economic backgrounds. It offers around 200 paid placements, where students spend two months working in a government department. Interns might help plan events, write briefings for ministers or carry out research. It's open to students in their final two years at university.
Your careers service will also point you towards the student job boards that suit your subject.

What to do if you live somewhere else
Wherever you plan to study, the same steps apply. Look for courses where work integrated learning if offered. If they're not available in your chosen field, start with your institution's careers service and its job board. Look for national graduate and student job websites in your country. Professional associations for the field you're interested in often list internships or run student programs too.
There are lots of organisations offering internship experiences or programs that ask you to pay, we recommend doing your background research and making sure it's the right move for you before signing up for any of those. Remember, if you're thinking about an internship offered in another country, check your eligibility and any visa rules that apply before going any further with your application. Some countries have special visas for students or interns, while others don't allow overseas students to do certain kinds of work.

How to secure an internship
Finding an internship is the first step. Winning a place takes some planning.
Start early, big internship programs often recruit many months ahead and can get competitive. For example, applications for the UK's Civil Service Summer Internship Programme opened in October 2025 for placements starting in summer 2026. If you wait until just before the holidays, you may find that applications have already closed.
Tailor every application. A CV and cover letter that could be sent to any employer won't stand out. Explain why you want to work for that organisation, and link your skills to what they're looking for.
Be ready for each stage. Many larger employers use online tests, video interviews, or group activities as part of their process. Your careers service can help you practise for these and make sure you've got all the technical equipment you'll need.
Make connections and network, going to careers fairs, chatting with lecturers, and joining professional networking sites could all lead to opportunities. Some internships, especially at smaller organisations, are never advertised. A polite email asking about opportunities could open doors.
Finally, start building experience now. Part-time work, volunteering, school leadership roles and personal projects all give you examples to talk about. If you've coached a junior sports team, you can show that you're reliable and good with people. Employers know students are still learning, they want to see that you're curious and willing to put in the effort.

Explore your future career
Internships are one of the best ways to bridge the gap between study and work. Knowing where to find them, and how to apply, means you can make the most of your time as a student. And the things you do now, from choosing courses to building skills, could help you get there.
Want to start exploring where your study could take you? Browse our jobs and careers articles to find out more about different career paths and how to get started.

Study Tips

Eat the frog study method
You know the feeling when there's one task on your list that you really don't want to do, so you tidy your desk, reply to messages and finish three easy worksheets instead. By the end of the day you've been busy, but that high priority task is still waiting. The Eat the Frog method tackles this habit head on.

The idea is simple: do your hardest, most important task first, before anything else gets in the way.

What is the Eat the Frog method?
The method was made popular by Brian Tracy in his book Eat That Frog!, which is all about beating procrastination. Your "frog" is the task you're most likely to put off, but the one that will make the biggest difference once it's done.
Attributed originally to Nicolas Chamfort a French writer in the 1790's who quotes someone as essentially saying if you eat a live toad the first thing in the morning, nothing much worse will happen to you the rest of the day. The mental image is a little gross, but the message is useful, because once the hardest thing is behind you, everything else on your list will feel lighter.

Why it works for study
Putting off a task doesn't make it any smaller. If anything, it makes it heavier, because you carry it around with you all day. You might find yourself thinking about it in maths, again at lunch, then it's still looming over you when you finally sit down to study. That background stressing uses up energy you could be putting into the work itself.
Don't worry you're not alone. After a survey by education company Magoosh back in 2014 they reported 86% of highs school students reported procrastinating on their school assignments, and 56% of high schoolers were actively distracted by other tasks or activities they would rather be doing instead of their schoolwork. A more recent study published in 2024 found "alarming data about procrastination among adolescents, especially those attending Secondary Education."
Eating the frog first removes that burden. It also means your toughest task gets your freshest thinking, rather than whatever focus you have left at the end of a long day or study session. Finishing something hard earlier rather than later also gives proves that you can do difficult things, and that sense of progress or confidence could carry you into the next task. And, if you needed another reason to give it a try, regularly practising this method could build your self-regulation skills which could benefit other areas of your life from improved mental wellbeing, to more effective work habits.

How to find your frog
Your frog isn't always the biggest task on your list. It's the one that matters most and that you're most tempted to avoid. To spot it, ask yourself three questions:

- Which task would make the biggest difference if I finished it today?
- Which task have I been putting off for more than a day or two?
- Which task has the closest deadline?

If one task comes up in all three answers, you've found your frog.
Here's an example. It's Monday and your list includes reading a chapter for English by next week, finishing a geography poster before the end of term, and starting a science report due on Friday. The poster is fun, so it's tempting to start there. But the science report is due soonest, carries the most marks and keeps getting pushed to tomorrow. That's your frog.
What if you have two? A popular version of the saying covers this too: if you have to eat two frogs, eat the bigger one first.

Putting the method into practice
Once you' know what've identified your frog, these steps could help you get it done.

- **Choose your frog the day before.** Write it at the top of tomorrow's to-do list. That way you won't waste the start of your study period deciding what to do.

- **Break it into smaller pieces.** "Write science report" is vague and easy to avoid. "Write the method section" is something you can start straight away. A clear first step makes a big task far less daunting.
- **Start with it.** Tackle your frog at the beginning of your study session, before you check your phone or start ticking off easier jobs.
- **Clear away distractions.** Put your phone in another room and close any tabs you don't need. Give the task your full attention.
- **Keep going until you reach a clear stopping point.** Either finish the task or complete a chunk you planned, such as one section of the report, before moving on.

Making it work for you
Eat the Frog is a guide, not a strict rule, you don't need to be up at dawn to use it. If you do most of your study after school, then "first thing" simply means the start of that session.
It also pairs well with other study methods. If your frog is a long reading task, the SQ3R technique could give you a clear structure for working through it. If it's a big task that feels overwhelming, try working on it in short, timed blocks with a break in between.
Some days won't go to plan, and that's fine. A surprise test or a busy afternoon could push your frog aside as you reprioritise, in which case just pick it up again tomorrow. If the same frog keeps hopping onto your list day after day, it might be a sign you need a hand. A teacher, tutor, parent, or classmate could help you work out where to begin.

Start with one frog tomorrow
The Eat the Frog method won't make hard tasks any easier, but it will stop them from hanging over your head for too long which might make you feel stressed or anxious. Choose the task that matters most, do it first, and move on.
Why not try it tonight? Look at your list, pick tomorrow's frog and write it at the top. For more ways to plan your time and study smarter, explore our study tips section.

Pathways, University

Cadetships and Co-Op Scholarships, what's the difference?

What if you could study at university and get a head start on your career at the same time? That's the idea behind two types of program you might not have heard of yet, cadetships and co-op scholarships. Both mix study with real work, but they work in different ways, and one might suit you better than the other. Here's the main differences explained.

What is a university cadetship?
A cadetship is a deal between you and an employer. The employer supports you while you study for a degree. In return, you work for them - usually part-time during semesters when you're studying, and full-time in the holidays. For example, a cadet at an accounting firm might study a commerce degree three days a week, then spend two days in the office helping with real client work.
Every cadetship will have different terms and conditions, and provide different support. They generally include things like help with your course fees, a wage for the hours you work, and sometimes even a study allowance, alongside mentoring, varied work experience, and the possibility of a permanent role once you've graduated.
Cadetships are common in areas like accounting, business, banking, engineering, construction, IT, government and the defence forces. Many cadetships come with an expectation that you'll keep working for the employer after you graduate, that way they'll get the benefits of investing in

your education and training. These contracts are often for a set period. It always pays to check the details and research the organisation and the job before you sign.

What is a co-op scholarship program?
A co-op scholarship is run by a university, with funding from a group of industry sponsors. You'll receive a scholarship to help with living costs, as well as completing several work placements (not always paid) as part of your degree.
Unlike a cadetship where you'll work for one employer, you'll usually move between a few different organisations. At UNSW in Australia, for example, Co-op scholars graduate with up to 18 months of industry experience across multiple companies. You might spend six months at a bank, then six months at a tech company, then a final placement at a consulting firm.
Co-op programs also tend to include extra bonuses like invitations to workshops, mentoring and networking events.

Different names around the world
These opportunities aren't called the same thing everywhere. In the UK, the closest match to a cadetship is a degree apprenticeship - apart from in the Merchant Navy and military, or maritime sector where they're called cadetships. An employer helps cover your fees while you work full time and study part-time for a degree. In Canada and the US, look for "Co-op programs". These are much like co-op scholarships, with study terms mixed with paid work terms at different employers. You may also see the wider term "work-integrated learning" or internship opportunities. If you're doing research, you might like to try looking for all of these terms and work out which opportunity might be best for you.

The advantages of each

Why choose a cadetship?
A cadetship could be a good fit if you're already certain about the field you want to work in. You'll get to know one organisation really well, learn how it runs, and where you might fit in. You'll also earn money while you study, and you may finish your degree with little or no course debt. Plus, there's often a job waiting at the end.

Why choose a co-op scholarship?
A co-op scholarship could be a better fit if you know which subjects you want to study but aren't sure yet which type of workplace or role will suit you. Trying a few different organisations could help you work out what you enjoy, as well as what you don't. You'll also build a wider network, instead of knowing people at one company, you'll have contacts at several. Plus you may get opportunities outside of the workplace that help you build skills that could give you a boost when it comes to applying for jobs, like leadership courses or industry mentoring.

The main differences at a glance
Neither option is better than the other. It comes down to how sure you are about where you want to end up.

What happens after you graduate?
Both options aim to move you straight from study into work.
At UNSW, the Co-op Program reports that over half of its scholars receive more than one job offer before they graduate (an average from 2022 to 2023), and that on average, 76% of scholars chose to work for a sponsor after graduating (2019 to 2023).

More broadly, a study from the University of Huddersfield in the UK found that students who completed a placement were more likely to get graduate-level jobs and higher starting salaries than those who didn't.
In New Zealand a report of the Te Puni Kōkiri Cadetships programme helped cadets gain opportunities for professional development, mentorship, and enabled meaningful contributions to organisational objectives. 97% reported improved skills or gained qualifications; 70% said their career advanced; and 52% gained a pay increase. 100% of host employers surveyed also reported beneficial and increased productivity; with 58% saying they had seen increased revenue as a result.
Both of these programs solve two problems. Employers want people who already know how a workplace runs, graduates end up with real work experience as well as valuable networks so you're not starting from zero.

Where to find them and how to apply

Where to look
Co-op programs are run by universities, so start with the scholarships pages of the universities you're interested in or do more specific searches for co-op scholarships run by them.
Cadetships are offered by employers. Search the careers pages of large companies, accounting and engineering firms, government departments and the defence forces. Your school's careers adviser is also a great person to ask for help and will be able to direct you on where to start your search.

How to apply
Most programs follow similar steps:

- **Check the entry requirements.** Many ask for a minimum result or rank, and some need certain subjects.
- **Watch the deadlines.** These are often earlier than normal university applications. UNSW's Co-op applications, for example, usually close on 30 September for study starting the next year.
- **Write your application.** Expect to answer questions about why you want it.
- **Prepare for interviews.** Some might include group activities or assessment days.
- **Apply to the university too.** A cadetship or co-op usually sits alongside your normal university application, not instead of it.

Grades matter, but they aren't everything. UNSW says that once applicants meet the academic requirement, Co-op scholars are chosen largely on interpersonal skills, motivation and leadership potential. So part-time jobs, volunteering, community, sport and school leadership roles could all help you stand out.

Find your next step
If you know exactly where you want to work, a cadetship could be your fast track. If you'd like to explore a few options first, a co-op might suit you better. Either way, it pays to start looking early. Ready to see what's out there? Search for scholarships and opportunities on our website to start building your shortlist today.

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