

Making Uni Life Easier!

Being a Student

FOR
DUMMIES®

- **Learn the essentials on referencing essays**
- **Pick up key critical thinking tips**
- **Get the lowdown on student cooking and food safety**

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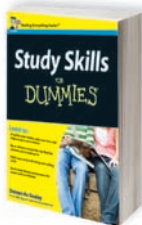
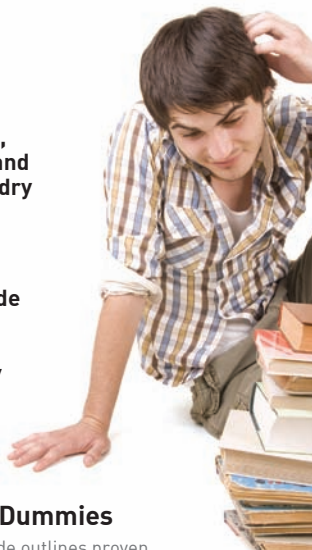
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Now you know.



Whoever said being a student was easy?

Between lectures, dealing with tutors, meeting new people, money worries and having to fend for yourself in the laundry room and kitchen, student life can be pretty difficult.

For Dummies books can help make your life just that little bit easier. Inside this minibook you'll find helpful tips on writing essays, essential advice on studying and budget friendly but tasty recipes - everything you need to make uni life easier!



Study Skills For Dummies

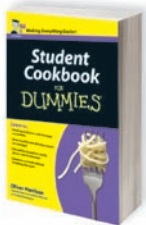
This comprehensive guide outlines proven study techniques and covers the essential skills needed to improve academic performance. From speed-reading, note-taking and essay-writing, to researching online and accurate referencing this book covers everything you need to succeed!

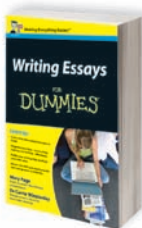
978-0-470-74047-7

Student Cookbook For Dummies

Student cooking doesn't have to revolve around ready-meals and last night's leftovers. This entertaining guide offers over 160 quick and easy recipes to make on a budget and on the go, as well as top tips on frugal shopping, kitchen maintenance, healthy microwave cooking and throwing a dinner party to remember.

978-0-470-74711-7

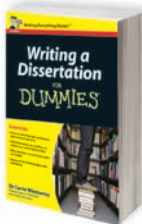




Writing Essays For Dummies

Do you ever wish that you could write the perfect university essay? Are you left baffled about where to start? This easy-to-use guide walks you through the nuts and bolts of academic writing, helping you develop your essay-writing skills and achieve higher marks.

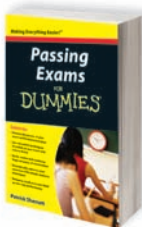
978-0-470-74290-7



Writing a Dissertation For Dummies

This book walks you through all the practical and theoretical aspects of writing a dissertation to help you produce first-class work. This guide is ideal if you are studying a social science topic, from anthropology to law and psychology to media studies.

978-0-470-74270-9



Passing Exams For Dummies

Do you panic at the thought of exams? No matter how old you are, exams can be stressful - but they don't need to be. This essential guide provides expert tips on how to change your mindset, improve how you learn and revise, control your anxiety and get good marks.

978-1-742-16925-5

The Essential Utensils

You Need for a Student Kitchen

Get these and you're sorted for cooking at uni!

- ✓ **Measuring jug** – You can use this for measuring liquids (surprise, surprise) and for adding any stock or sauces to risottos, curries and soups.
- ✓ **Colander** – A cheap plastic one is fine. You need a colander for draining potatoes, spaghetti and rice. Buy one with smaller, rather than larger draining holes (make sure strands of spaghetti won't fit through it) so you can use it for everything.
- ✓ **Spatula** – You use a spatula to stir and break up food in the frying pan and they are cheap and easy to find. A simple wooden one will suit your purposes just fine.
- ✓ **Tin opener**. Nothing's more infuriating than getting halfway through a recipe and realising you have nothing to open your tin of baked beans. Don't splash out on an electric one – go for a sturdy hand-operated tin opener (preferably with one of those little hooks for opening beer bottles too).
- ✓ **Frying pan** – Great for frying, playing tennis and air guitar, get a fairly decent frying pan because this is one utensil you'll use all the time. Non-stick pans are good, but not essential.

- ✓ **Saucepan(s)** - You're wise to get more than one saucepan because you quite often need to use more than one at a time. The small ones are good for making sauces and cooking rice, while the bigger ones are good for soups and boiling potatoes. Buy at least two sizes. You don't need to spend a lot on saucepans; a cheap set does the job.
- ✓ **Ovenproof dish** - You need an ovenproof dish for lasagnes and cottage pies, two staple meals of student life. A little rectangular Pyrex dish only costs a couple of quid and is sturdy enough to last you your time at uni, if not longer.
- ✓ **Chopping board(s)** - Get a decent wooden chopping board for all your bread and vegetables and a cheap plastic one for meat preparation. Having two chopping boards (one for raw meat and fish and one for vegetables and cooked meat) helps to keep your kitchen safe and hygienic and stops the chance of raw meat coming into contact with ready-to-eat food, leading to salmonella (food poisoning).
- ✓ **A good knife** - A smooth-bladed and sharp knife is the most important tool in your kitchen because you use it every time you cook. Look to buy a good quality knife; it's not the cheapest option, but trust me, it's an essential buy. Scare your parents and ask them for a good knife as a leaving-home gift.

Taken from *Student Cookbook For Dummies*
by Oliver Harrison



All-in-One Chilli Con Carne in the Microwave

This is an ultra-easy recipe for chilli con carne, especially if you only have a microwave available (often the case if you're in catered accommodation). The key things to bear in mind are to keep stopping and stirring during the cooking process, and making sure that the meat is cooked at the end.

Preparation time: 5 minutes

Cooking time: 25 minutes

Serves: 1

- 150 grams lean minced beef
- ½ small onion, diced
- ½ green pepper, sliced
- ½ tin of chopped tomatoes
- 1 splodge of tomato purée
- 1 teaspoon chilli powder
- ½ tin of kidney beans, rinsed
- 120 millilitres of beef stock (from a stock cube)
- 1 clove of garlic, peeled and finely chopped
- 1 spoonful of cornflour
- 1 spoonful of chopped fresh coriander (optional)

- 1 Place all the ingredients (except for the coriander) into a microwave proof casserole dish and mix well.
- 2 Place the dish in the microwave and cook on high power for 3 to 4 minutes. Then carefully remove the dish from the microwave and stir well.
- 3 Cover with a lid or cling film (remembering to pierce the cling film) and continue to cook for a further 10 minutes, stopping after 5 minutes to stir it again.
- 4 After 10 minutes, remove from the microwave, add the coriander (if using), stir well for one last time and then leave to stand for 2 to 3 minutes before eating. Make sure that the meat is brown and hot all the way through before serving.



If I Eat This, Will I Die?

Yoghurt looking a bit yucky? Tomatoes no longer tasty? This handy table tells you how long to store uncooked items in the fridge and whether you'll survive to make tomorrow's lecture.

Food	Will Keep in the Fridge for...
Chicken	Up to 2 days
Tomatoes	Up to 10 days
Minced beef	Up to 2 days
Carrots	Up to 2 weeks
Fresh fish	Up to 2 days
Lettuce	Up to 1 week
Bacon	Up to 7 days
Mushrooms	Up to 4 days
Pizza	Up to 4 days
Opened yoghurt pot	Up to 4 days
Eggs	Up to 5 weeks
Milk	Up to 7 days

Taken from *Student Cookbook For Dummies*
by Oliver Harrison

Get your Brain in Gear!

So, you've settled in, cooked for yourself and made new friends at the bar. Don't forget you are here to work as well! Here are some things to consider when undertaking any work for your course.

- ✓ **Reflecting on what you're told.** Take time out to consider your reaction to information. Do you agree with it, are you surprised or excited by it, or do you think it links to other information you have? If you disagree or disbelieve it, why? What would it take to convince you?
- ✓ **Observing how information is presented.** Is it in a paragraph, a table, an illustration, a graph, map or chart? Can you think of ways to improve the way information you have read about is presented?
- ✓ **Comparing new information with previous knowledge.** Does the new information extend or confirm your previous knowledge, by adding more instances, or contradict it because the results are different?
- ✓ **Considering the status or reputation, skills and abilities of the people who give you information.** Always ask what the possible bias of any information source might be: What's in it for them?
- ✓ **Distinguishing between fact, hypothesis and opinion.** Facts are what there is evidence for. Hypotheses are theories or ideas which need to be tested by academic enquiry. Opinion is personal. Based on impressions, experience and perhaps limited research, you can't demonstrate opinion objectively.
- ✓ **Identifying the conclusion of an argument.** Conclusions are what you should be left with after a discussion or argument. Conclusions, like the truth, are not always simple.
- ✓ **Identifying the stages in an argument.** The stages in an argument show the links between the information given and the conclusion.
- ✓ **Evaluating the quality of the evidence presented.** How good is the evidence? Where and who did it come from? How was it acquired? Always ask who gains and who loses.

- ✓ **Being aware of what hasn't been discussed and wondering why not.** Sometimes data is missing from a data set. Always ask what the data is not telling you, as well as what it is.
- ✓ **Analysing and evaluating the argument.** Evaluating data means giving it a value – not quite marks out of ten but sufficient to answer these questions: Is the argument or conclusion good? Does it explain all the circumstances or only some? Does it have flaws, or leave awkward examples out? How could I make it better?
- ✓ **Making inferences, decisions and judgements.** Making an inference is when you draw a conclusion from what is suggested but not explicitly stated. Decisions usually involve choices, and come after you have evaluated the different possibilities. Judgements, similarly, come after evaluations and usually state a preference for one thing over another after you have investigated both.
- ✓ **Weighing up the evidence and presenting your own argument.** Weighing up the evidence includes evaluating and judging it, and it could be that none of the theories or arguments given seem to work in all cases, so you may have an argument of your own to present.

Taken from *Study Skills For Dummies*
by Doreen du Boulay



Get to Grips with Referencing Jargon

Appendices: These pages come at the end of your work and contain additional information that's necessary for your argument but interrupts the flow of your writing if you place it within the text. Appendices are most useful for tables, models, examples and diagrams that are valuable but not required.

Bibliography: This is a list of everything you've read or researched for your essay or dissertation, placed at the end of your work. Depending on your tutor's requirements, the bibliography can include all the reading you've done – whether or not you discuss this directly in your writing – or be a list of only what you've mentioned in your essay. You present the list in alphabetical order, by author, and include all types of sources in one list. You usually have either a bibliography or a reference list, but not both.

Citations: When you cite someone, you're acknowledging a source. 'Citation' is a general word, but can specifically describe instances when you need to refer to a secondary source – when you need to note the original source even if you found the information from a different book or journal. The aim is to show exactly where the idea was presented. Citations are most common in undergraduate essays when students want to say that they've used one writer's interpretation of someone else's thoughts or theories.

Direct quotation: Here you're using someone else's exact words. You should enclose these in quotation marks. You must state the source, date and page number.

Footnotes and endnotes: You must check your course policy on footnotes and endnotes because these may be disallowed or required. They're additional comments, notes or references at the bottom of the page or at the end of your essay. If they're allowed, you can use them to elaborate on the main ideas without digressing from the main themes and arguments.

Further reading: Sometimes you're asked to provide a reference list that includes only what you've referred to directly and then augment this with a list of further reading to show your additional research.

Indirect quotation: Here you paraphrase or summarise (see the later section 'Quoting indirectly'). You adapt the original text or refer to it using your own words, and so you have no need for quotation marks. You need to cite the source (author and date) and in some cases – usually when you're raising a very specific point – you should put the page number(s) as well.

Taken from Writing Essays For Dummies
by Mary Page & Dr Carrie Winstanley



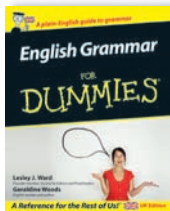
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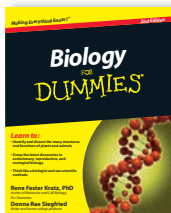
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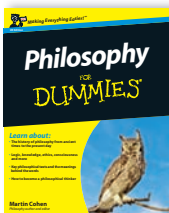
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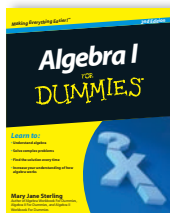
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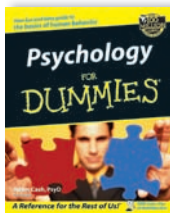
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