

Bachelor of Midwifery Orientation Checklist 2025

Before the end of orientation, make sure you...

Find your way around campus	https://studentsupport.op.ac.nz/getting-started/dunedin-campus-map/	
Get connected to the Eduroam wifi	Follow the steps on the Eduroam Wifi Network page. Eduroam wifi is available to students on OP campuses and at other educational institutions. https://studentsupport.op.ac.nz/it-support/eduroam-wi-fi-network/	
Log in to Kāpehu (your Student Hub)	Login with your network username and password . You can find these in the letter of confirmation you will have received by email when you enrolled. https://online.op.ac.nz/hub/ Kāpehu (the student hub) is your portal to all your online study, information, support and services. Become familiar with the layout, how to find things and what's on offer with this guide: https://studentsupport.op.ac.nz/it-support/student-hub/	
Log in to your student email Outlook	You can access your student email through Kāpehu. https://studentsupport.op.ac.nz/it-support/student-email-office-365/	
Access OneDrive	This is your file storage area and can be accessed from your Kāpehu. For more info: https://studentsupport.op.ac.nz/it-support/office-365/#a2589	
Log in to Moodle	Moodle is where all your courses are found. Access Moodle through Kāpehu, logging in with your network username and password. https://moodle.op.ac.nz/my/ General info on Moodle: https://studentsupport.op.ac.nz/it-support/use-op-moodle/	
Visit the Bachelor of Midwifery (Unified) Programme Page and check the weekly summary	https://moodle.op.ac.nz/course/view.php?id=12241 The BM (Unified) Programme Page, Year One tab has lots of useful information including the year calendar and a weekly summary of modules, assessments, tutorials etc. If you have questions about the weekly summary, ask the relevant course coordinator or the Year 1 coordinator.	
Check you can access each of your courses in Moodle	You should be able to see dashboard tiles for a list of Year 1 courses that you are enrolled in. If not, check with the course coordinator if the course is open yet. If the course is open and you still can't see it, contact one of the School of Midwifery administrators on midwifery@op.ac.nz .	
Know where to find course outlines	Course outlines can be found on the Haere Mai tab of Moodle for each course. Course outlines contain course aims, learning outcomes, timetables, placement information, assessments, and more (a must read!).	
Log in to Kura Cloud	KuraCloud is used to deliver coursework for Human Anatomy and Physiology course. For assistance, contact the course coordinator Morgan Weathington https://accounts.kuracloud.com/user/login	
Log in to the Robertson Library	This allows you to search and download or request books and journal articles for your assignments. Also provides information on referencing and plagiarism. Go to the Library Search https://studentsupport.op.ac.nz/library and click on My Library Account tab.	
Get your hard copy Midwifery Practice Portfolio and calendar	Semester one Midwifery Practice Portfolios and calendar are given out at orientation week. Semester two calendar and portfolio documents will be available later in the year.	
Know who the Year 1 coordinator is	The Year 1 coordinator is: Karen Wakelin (karen.wakelin@op.ac.nz or 021 044 5212). The Y1 coordinator is a point of contact if you have any concerns about how you are progressing through the year. The Y1 coordinator	

	develops the calendar, weekly summary and wānanga weeks throughout the year.	
Know how to find contact details for course coordinators	Course coordinators have overall responsibility for each course. You can find their details in Moodle (right hand side tile, scroll down slightly) or in the course outline (Haere Mai tab in Moodle).	
Know when and where your first hui ākonga is	You will be allocated a hui ākonga group during orientation week. The kaiako allocated to your group will give you details of when and where to meet.	
Know how to contact IT support	0800 POLY IT (0800 765 948) or servicedesk@op.ac.nz For more info: https://studentsupport.op.ac.nz/it-support/contact-it-support/#a4732	
Get your student ID	If your student ID hasn't been organised before Orientation, you will need to visit OPSA in the Student Hub to have your photo taken for your card.	
Get your name badge	Name badges for placements are given out at orientation week.	
Ensure that blood tests have been done	This should have been completed before Orientation. Please follow the instructions that you were provided with on the Welcome Page. https://online.op.ac.nz/study/midwifery-2/welcome-mid	
Have a head set organised	With a microphone. This is for online tutorials and is essential.	
Complete your health and safety student induction	Your health and safety induction can be found on the BM (Unified) programme page. You will be given time during orientation to complete this.	
Complete your health screening form	The link to the health screening form can be found on the BM (Unified) programme page. You will be given time to complete this during orientation.	
Apply for recognition for prior learning	If you have studied previously in relevant areas, you may be able to get exemption from some courses / assessments. Talk to the relevant course coordinator/s.	
Know who to go to for further support	School of Midwifery Student Advisor, Kerrie Wilson, contact info: kerrie.wilson@op.ac.nz Te Punaka Ōwheo – our Māori centre, provides support staff, services, facilities and events, contact: https://www.op.ac.nz/explore/student-experiences/maori-culture-support Fleur Kelsey, Rainbow Liaison / Kaihāpai Kahukura (School of Midwifery rainbow student support), contact: fleur.kelsey@op.ac.nz Student Success / Te Ama Tauira – https://studentsupport.op.ac.nz/	