



lifestyle learning
DIRECT

The Knowledge Tree



FROM THE EDITOR'S DESK



Well, as the song lyrics say, "Another one bites the dust" and 2006 is all but over. Is it just me or does everyone else wonder what's happened to the last 12 months? It seems like only yesterday I was typing the copy for last December's newsletter.

In this newsletter we have some great Stories to Inspire, proving that many of our students find their Lifestyle Learning Direct courses can be life changing in a multitude of ways. And if you're looking for some great wine with which to celebrate Christmas and the New Year, we have a super Sirromet special on the back page.

Remember: students who undertake most of our regular mail courses have up to 4 years to complete their studies, and this 4-year period is valid from the date of enrolment. If you're having trouble with an assignment, or even in getting started, don't hesitate to contact our Student Services

Department and they can help you on your way. Meanwhile, if you've almost finished a chosen course, there are lots of other courses you may like to consider and you'll find them listed on page 4. There is also a super saving offer on page 3.

Understandably, most students have other things on their minds over the festive season other than completing assignments, so our workload is usually light around this time of year. Consequently, our office staff will be taking a break also. For our closing dates, check out the information in the Noticeboard section on page 7.

So, as you enter 2007 and take up your studies once more, remember, as Henry Ford once said: "Obstacles are those frightful things you see when you take your eyes off your goal."

On behalf of the staff of Lifestyle Learning Direct, I wish you a happy festive season, enjoy your holidays and drive safely.

Best wishes

Robyn Burrows

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Since joining The Writing School I have found strengths I didn't know I had (and not all directed at finishing assignments). What I have found is the courage to write and put it out there – result: instant success. I'm not talking "Blockbuster" here, but trivia sent to weekly magazines, resulting to date in \$200.

Most of my motivation comes from *The Knowledge Tree* and knowing I'm not alone when I fall in a hole (e.g. the blank screen stare). Also, I'm gaining confidence in other aspects.

I love to sing, and I had dreams of singing on stage. One day a friend mentioned a singing group she belongs to. I went along and found my forte. We are to perform onstage in November. Dreams do come true.

The same can be said for The Writing School. Some of us may not have the natural ability to write, but the strong desire to do so. Our tutors can show us the path and guide us along. Bless them.

E. M. Farmer

P.S. Dear Editor: to date the most valuable lesson I have learned from The Writing School is to cut the story to minimum words and keep the "guts" of it.

I would like to say thank you to the staff for the support I received while studying with you. My enquiries were always handled in a friendly and professional manner. I thoroughly enjoyed studying by correspondence, and I was able to pace myself and work to my own schedule. It was great not having to meet anybody else's deadlines and I could relax and study around my existing work and my children's needs.

Last month I completed the Life Coaching course and I am now looking forward to a new career, starting my own Life Coaching practice. Before I did this course I felt "stuck in a rut" and, even though I am an intelligent person, I seemed to lack the skills to find a way out.

During the course I learnt some key elements that are necessary in creating a successful life. For example:

- How to regain and maintain my self-confidence
- How to sustain motivation
- How to set goals
- How to take responsibility
- How to banish negative and limiting beliefs

I would recommend this course to everyone; the skills gained will positively assist you in all areas of your life. Once again, thank you Sackville Academy; you helped me to transform my life.

Yours sincerely,

Thalia Arnott – Life Coach



After I wrote my story – "Something's Fishy" – last year as an assignment, I sent it to a magazine and it was rejected. Then I remembered a quote from Henry Ford outlined in module 15: "Failure is only the opportunity to begin again more intelligently".

So I revised and re-edited the story from start to finish, then sent off the new improved version to *Positive Words* magazine. A reply of acceptance was forwarded within a week (my story will be published in January 2007). There was also a short note from the editor saying, "Congratulations on your efforts with The Writing School. I am sure you will soon have a long list of writing credits".

To have an editor appreciate and value your work is far better than any payment in my opinion.

Angela Brewer

New LLD Website Launch

We have relaunched our Lifestyle Learning Direct website, and this user-friendly location now includes a resource room for students, useful documents and Internet links. All our courses – correspondence and online – are classified under various categories, making them easy to find.

STUDENTS' RESOURCE ROOM

To aid you further in your studies, we've incorporated a Students' Resource Room into our new LLD site. Here you'll find a library, with lots of useful reference information and links to Internet sites that can provide further details.

There's also a Students Seeking Employment section, where you can register your name if you are looking for work in a certain field.

The Image Resizing Tool will help you when submitting images to accompany your assignments, and the Student Directory is the place to register your name and contact details if you'd like to chat to other students. There are already a large number of registrations, so you may find a "study buddy" who is enrolled in the same, or similar, course to your own.

To access any of these student aides, simply contact us for your user name and password, log on to www.lifestylelearningdirect.com, click on the "Students" tab and follow the links.

E-NEWSLETTER

Lifestyle Learning Direct has also launched an e-newsletter that can be delivered directly to your email Inbox every two months. The newsletter will feature upcoming course specials, and information and tips about the School. Log on to our website and sign up for the newsletter today. The next one is due to be posted on 15 December. Don't worry! You'll still receive your complimentary copy of *The Knowledge Tree* in your letterbox every three months.

So, log on to Lifestyle Learning Direct's website. Discover all the useful information now available, check out our huge range of courses, and take advantage of any of our offered specials.



Bookkeeping 1

Bookkeeping involves the documentation of financial transactions undertaken by an organisation or individual, and a bookkeeper is the person who maintains these documents. The organisation might be a business, a charity or a local community sports club.

The system most commonly used in bookkeeping is the double-entry method. This means that every transaction is recorded by entries in at least two accounts and all transactions must “balance” – the debit and credit sides must equal the same amount and the total of the debit values must equal the total value of the credit values. For instance, if an item is purchased, then it must also be paid for. Similarly, if an item is sold then the company must also be paid for it.

A bookkeeper is also usually responsible for writing up the daybooks, which are

a record of purchases, sales, receipts and payments. They are responsible for ensuring that all transactions are recorded in the correct daybook – suppliers’ ledger, customer ledger or general ledger – and will bring these documents to trial balance stage for a financial accountant.

Lifestyle Learning Direct’s comprehensive Bookkeeping 1 course focuses on the nature of accounting for small business, so it’s ideal for small business operators or anyone wanting to be able to better manage their own finances. It contains 13 modules and assignments, and is available in both online and CD-ROM formats. The duration of the course is approximately 100 hours and it’s accredited with The Institute of Certified Bookkeepers.

The lessons range from analysing and designing account systems, to ledgers and journals, profit and loss statements and bank reconciliations, and students will learn a wide variety of bookkeeping practices through a combination of reading, tutor feedback, undertaking research, practical tasks and watching videos.

On successful completion of the course, students should be able to:

- Explain types of balance sheets, assets and liabilities.
- Design an accounting process.
- Utilise ledgers, transaction records and trial balances.

- Define a business’s liquidity and learn two calculations to measure it.
- Prepare a credit sales journal.
- Prepare a credit purchase journal.
- Post a sales journal to the general ledger.
- Post a purchases journal to the general ledger.
- Describe GST.
- Attend to the bookkeeping needs of a small business.

So, if you’re bamboozled by “balance sheets”, “assets and liabilities”, “gross margins” and “budget performance reports”, now might be a good time to undertake the Lifestyle Learning Direct Bookkeeping 1 course and put your monetary and accounting affairs in order. For further details, simply check out our website at www.lifestylelearningdirect.com or phone our information line.



Great OFFERS on our FEATURED COURSE

Please return this entire completed specials voucher to the school by mail or by fax - Australia: 07 5630 6195 / New Zealand: 0800 775 050 (fax - credit card payments only).

As a recipient of *The Knowledge Tree*, we are offering you a great discount on our profiled course.

COURSE	FORMAT <i>(please tick)</i>	NORMAL PRICE	SPECIAL PRICE
Bookkeeping 1	<input type="checkbox"/> CD-ROM	\$489.00	\$399.00
	<input type="checkbox"/> Online	\$489.50	\$398.20

To enrol in this course, simply complete this form and post to the school today!

Name: _____

Student #: _____

Address: _____

Telephone: (____) _____

Email: _____

I wish to pay \$ _____ by

Cheque Money Order Bank Draft *(made payable to Lifestyle Learning Direct)*

Or charge my credit card Visa Mastercard Amex

Card No.:

Card Holder's Name: _____

Signature: _____

Expiry Date: ____ / ____ / ____

Code: KTS0612



Growing up in a small suburb in Brisbane with my Mum, Dad and two sisters, when life was much simpler, seems like a lifetime ago, and at an early age I was taught there were no guarantees in life. My Dad lost his life to cancer when I was 11; however, he had been so organised – files for this and that – and was great with people, as well as a good financial manager. Subsequently, I found myself assisting my Mum with many of the household decisions, and this set the foundations for my eventual interest in small business.

Seven years later – when I was 18 – I lost my Mum to an unexpected illness. Consequently, my siblings and I grew up quick, became independent and learned more of life's lessons. Experience is a good teacher (keeping in mind that not all experiences are good ones but they definitely always teach you something).

I'd always been interested in studying business practices as a means of reinforcing what life had already taught me, and to expand on those lessons.

When I saw the opportunity to undertake a correspondence small business course, I went for it. I could work at my own pace and looked forward eagerly to completing the modules.

Running a business, whether it's for a huge corporation, small business or simply the business of taking care of a family, is hard work. However, they all require the implementation of similar procedures – just on different levels and with varying capabilities. If you have a plan, a goal and a vision, you can accomplish anything. My next goal in life is to open my own business. Doing Lifestyle Learning Direct's Starting Your Own Business course has taught me where to begin, and what research I need to do to prepare myself for this path in life.

Life really is as simple as A-B-C – "Adapt ... Believe ... Continue". So, go and learn your A, B, Cs.

SMS (name withheld by request)

I was thrilled to receive my Certificate of Completion for my Comprehensive Writing course. It took me over three years to finish, but it was such a rewarding experience, thanks to my tutors Daniel Taylor and Jeff Toghil for their encouragement and sharing their experience.

As a member of the School, I was offered a discount on another course enrolment. I browsed through the brochure and circled four different courses. I was thinking of extending my knowledge in the writing field, but then I realised this was a great opportunity to try something new. Deciding on Starting Your Own Small Business, I couldn't wait to receive my first parcel.

My writing course has been a blessing. It has enabled me to enjoy and appreciate the literary world, and has given me the discipline and insight to write in many forms (my first Small Business assignment was an essay of around 500 words). I am looking forward to this new challenge and feel grateful that another course was made available and affordable for me at this time.

Amanda Steinbeck

CURRENT COURSES

Study from home and learn new skills. If you are an existing student and you decide to enrol in an additional course during 2007, we would like to offer you some great discounts. For more information, direct your enquiries to our Student Services Department and quote KT0612.

Format options available

- Mail
- CD - ROM
- Online
- Non - tutored version available

Business Studies

- Bookkeeping 1 ••
- Business Writing ••
- Event Management •
- Project Management •
- Public Relations ••
- Start a Small Business •
- Starting Your Own Business ••
- Technical Writing ••

Creative Design

- Calligraphy ••
- Fashion Design & Dressmaking •••
- Feng Shui ••
- Interior Design & Decoration •••

Lifestyle

- Aromatherapy ••
- Homeopathy ••
- Massage ••
- Reflexology ••

Nutrition/Fitness

- Human Nutrition ••
- Sports Nutrition •
- Sports Nutrition & Fitness ••

Hospitality & Tourism

- Professional Cooking & Catering ••

Personal Development

- Introduction to Private Investigation ••
- Life Coaching ••
- Life Coaching Skills Online •
- Mind, Memory & Motivation ••••
- Love, Sex & Relationships ••••

Writing – Creative

- Autobiographies, Biographies & Family Histories •••
- Comprehensive Writing ••••
- Crime, Mystery & Suspense •••
- Historical Novel Writing ••
- Novel Writing •••
- Poetry Writing ••
- Romantic Fiction •••
- Short Story Writing ••
- Writing For Children ••••
- Young Writers ••

Writing – Professional

- Essential English Grammar ••••
- Freelance Journalism ••
- Professional Editing & Proofreading •••
- Scriptwriting •••
- Travel Writing •••
- Writing Articles That Sell ••

Landscaping/Horticulture

- Garden Design & Landscaping •••
- Home Garden Expert •
- Landscaping 1 •
- Landscaping Styles •
- Organic Plant Culture (Herb Culture) •
- RHS (Level 2) Certificate in Horticulture •

Beauty

- Beauty Therapy ••
- Make-up Artist ••

Environment

- Conservation & Environmental Management •
- Marine Studies •
- Nature Park Management 1 •
- Ornithology •
- Wildlife Management •

Medical Science

- Medical Terminology •

Information technology

- Computer Servicing 1 •
- Writing a Web Site in HTML •

Psychology

- Abnormal Psychology •
- Child Psychology •
- Conflict Management •
- Introduction to Psychology •

Animal Health/Agriculture

- Animal Anatomy & Physiology •
- Animal Health Care •
- Horse Care 1 •
- Poultry •

Photography

- Introduction to Photography •
- Photoshop for Beginners •
- Digital Photography •



Congratulations to the following Lifestyle Learning Direct students who were awarded certificates during the 3 months prior to 30 November 2006:

Aromatherapy

Sandra Hargrave

Article Writing

Patricia Williams

Autobiographies, Biographies and Family Histories

Sheila Kirk

Beauty Therapy

Jenelle Speary

Lyn Parmenter

Melanie Munitich

Natalie Gilmour

Stephanie Norton

Comprehensive Writing

Alan R O'Neill

Alberta Wray

Barbara Zwickler

Bernadette Shepley

Christine Ryan

Dale Furse

Denis Shuker

Doreen White

Dorothy McCredie

Elsie Denham

Gae Peterson

Ginny Hopper

Hazel Lorraine Nicholls

Helen Coles

Helen Mitchell

Irene A Beazley

Iris Gilmore

Ivy Chen

James McNamara

Jeanette Dunn

Jeanette Hayton

Joe Eapen

Judy Flatt

Kathryn Edwards

Kelly-Anne Bingley

Kerry Weston

Lauren Osbich

Lee-Ann Holmes

Leon Paulin

Linda Annison

Linda Goyogana

Lindsay Jane Parrott

Lynda Vines

Margaret Hayes

Mark Stewart

Martha O'Neill

Michael Nardella

Michelle Kennedy (Dr)

Michelle Warren

Natalie Cislowski

Paula Symons

Phaline Keenan

Priscilla Smith

Rachael Benning

Richard J Burrell

Robin Porter

Sarah Pepper

Stacey Draper

Susan Fitzgerald

Winifred Barker

Editing & Proofreading

Aimee Lucas

Alison Clark

Amanda Cummergen

Andrea Setch

Andrew Martin

Anna Hayward-Smith

Anne Pullen

Bev Emo

Brian Hey

Bridget Penney

Catherine Woodbury

Christina Strong

Christine Cookson

Deborah Zander

Diane Cottle

Diane Sargent

Don Coster

Elizabeth Gittus

Georgette Hamill

Graham Parker

Janine Hayes

Joanne Cabot

Joe P Lee

Karen Hedges

Kate Briscoe-Hough

Kylie Conlon

Kym McCabe

Kym-Maree Muller

Leila Kertesz

Leonie F Wynne

Lesley Halamek

Linda Young

Lynn Edwards

Margaret Chatburn

Margaret Norton

Marlene Macartney

Marlene Wells

Marty Patton

Michael Bourchier

Moir Ganner

Nancy Shearer

Natalie Barclay

Natalie Niethe

Ngaire Maunder

Norman Sainsbury

Paul Saunders

Pauline Beckmann

Rachel Hamilton

Reg Stedman

Richard Singleton

Rosalind Flatman

Sharon White

Sheree Saunt

Tammy Kerr

Teresa Christie

Therese Cole

Tracy Clark

Vanessa Smith

Fashion Design & Dressmaking

Junaidah Chong

Garden Design

Ann Truscott

Kaye Anderson

Rhoda Quinn

Interior Design & Decoration

Izabela Shopova

Tiona Cameron

Introduction to Private Investigation

Bonnie Cooper

Linda Barber

Reg Catto

Renee Crampton

Viv Smith

Life Coaching

Angelica Homoc

Donna Aitken

Helen Ashton

Nailya Sixtus

Thalia Arnott

Massage

Sam Christensen

New York School of Photography

Anthony Silvia

Charles Wilson

Damian Wirth

Joanna Phipps

Peter Marshall

Tanya Johnson

Novel Writing

Elizabeth McAlister

Leonie Krause

Miranda May Smith

Terrill Ellemor

Romantic Fiction

Kylie Benson

Short Story Writing

Cheryl Lunnon

Sports Nutrition & Fitness

Bill Stephens

Scott Adams

Starting Your Own Small Business

Mathew Hewson

Susan Purcell

Writing for Children

Angela Olsen

Elizabeth Thomas

Technical Writing

Kerrie Sampson



STAFF PROFILE - Anna Clancy



For over two years, Anna Clancy has filled a variety of functions in her role as Administrative Assistant with Lifestyle Learning Direct. She's responsible for answering information calls, handling refunds and certificates, conducting ICM

follow-up calls (to check if new students have received their course materials and if they're happy with the contents), as well as providing a back-up service for enrolments, incoming mail and assignment distribution.

Anna likes assisting students in solving any problems they might have, and loves hearing about their successes. She also enjoys the team dynamics within the office, and says it's a great place to work.

As she and her husband Michael have recently bought their first home, in her spare time Anna enjoys renovating and getting her garden into "tip-top" condition. To that end, she says her favourite TV shows are *Changing Rooms* and *Auction Squad*, where she gets plenty of innovative ideas.

Anna's favourite food is Italian; her favourite recording artists are Green Day, Powderfinger and The Living End, and she also likes mixed compilations. Being a "people person", if Anna was shipwrecked on a tropical island, the three necessities she says she couldn't do without are Michael (her husband), Monty (her King Charles Cavalier dog) and her mum.



Congratulations to the following students on their successes!

Jeri Brunton had her story "Biting Off More Than You Can Chew" accepted by *Parenting* magazine, which is published by Parents Inc.

Cathy Douglas has had a short story titled "The Web" accepted by the NSW Department of Education and Training's *The School Magazine*.

"Something's Fishy" – one of **Angela Brewer's** rewritten Writing School assignments – will be published in *Positive Words* magazine in January 2007.

Diana Brown has been kept busy judging a short story competition and proofreading two books written by the same author. The author was very pleased with the professionalism of Diana's work and has acknowledged her in print. "Both these tasks," writes Diana, "were through a network I didn't know I had, which is very encouraging."

The editor of *About*, a local Sydney (southside) publication, asked **Bernadette Cusack** to write an article outlining the magazine's origins and relationship with the Bendigo Bank. Bernadette was delighted to be told it will appear as a cover-story.

Margaret Hayes was delighted to gain 1st prize in Loddon Shire's 2006 literature contest (repeating her 2004 success). *Grass Roots* has also published her article "Vandals in my Veggie Garden" and she gained an honourable mention in a recent Veterans' Affairs writing and art competition with her story "Riley's Gold". She has also joined a local writers' group – Scribblers Ink.

After recently finishing her Editing & Proofreading course, **Catherine Woodbury** has set up her own proofreading business, complete with letterhead and business cards. She has begun working for two Perth companies, and although the work is only voluntary at this stage she's receiving lots of experience.

New Zealand writer **Pam Turner** has won two writing competitions with her descriptive pieces for the Federated Mountain Clubs.

Australian Traveller published "A Landlubber's Viewpoint", **Gary Sexton's** article on ballooning.

The Royal Automobile Club of Tasmania published **Geraldine Stucki's** article about travel in Havana, Cuba, in their *Motor News* magazine.

The Star Letter section in *That's Life!* magazine won writing student **Agnes McInerney** a \$50 prize for an amusing Mothers' Day story. Also, Agnes received \$50 worth of skin care products for a money-saving tip that was published by *Family Circle*.

Delwynne Stevens, a former Writing School student wrote to tell us that since her teenage fiction *Wheels* was published earlier this year, she has received some excellent reviews from newspapers such as *The Melbourne Age*, magazines, teachers, other writers and readers. Delwyne has two books scheduled for 2007 release – *The Copperhead* (Aussie books, Victoria) and *Faith Marshall M.D* (Scobre Press, California). More info on Delwyne can be found at <http://delwynestevens.blogspot.com/>

That's Life! published **Anna Ugrinic's** article about panic attacks in a July issue.

Sarah Brown had her article "I Beat my Bullies with Witchcraft" published in *Take Five* magazine.





A reminder note from Student Services ...

Our Student Services Department will be closed over the holiday season, between 23 December–1 January inclusive.

Please remember your Assignment Record should accompany every assignment. As part of our record-keeping, your tutor will sign it and add a comment with each successive assignment.

While we appreciate that our students are enthusiastic about their work, it's advisable to submit only one assignment at a time. That way you can read your tutor's constructive comments before progressing too far ahead with your course.

When making payments by way of cheque or money order, please ensure you record your name and student number on the reverse side.

The duration of your course is valid from the date of your enrolment. Don't forget to contact our Student Services Department if you need help with assignments.

Please note that the following options are available on our website. Simply click on the "Students" tab on www.lifestylelearningdirect.com

- Payment advice
- Self-analysis Form
- Assignment Cover Sheet
- Student Questionnaire
- Student Bookclub
- Change of address form



Scholarship winner!

Lifestyle Learning Direct recently sponsored a Lindesfarne Anglican Grammar School (*Terranora, NSW*) Writing Festival competition, and we're proud to announce student **Sarah Bell** as our scholarship winner. Congratulations, Sarah!

Internet Links

All Internet links have been provided in good faith and are for the access of information only – Lifestyle Learning Direct does not endorse any opinions that may appear in the sites. These links were correct and working at the time of publishing, and we accept no responsibility for dead links.

Your News

Do you have a funny or interesting success story to share with us as a result of your course? Or perhaps there's a special reason why you started your course in the first place. Tell us in 300 words or less and we'll publish our favourites in the "Stories to Inspire" section in the next edition of *The Knowledge Tree*. We'll even include a photo if you'd like to send us one. Every printed submission will receive a \$10 Student Bookclub voucher.

Submission Deadline

The submission deadline for the March issue of our newsletter is 25 January 2007. Please address all correspondence to The Editor, *The Knowledge Tree*, PO Box 6944, Gold Coast MC, Qld 9726, or email editor@writingschool.com.au

Tutor News

It is with much regret that we recently said farewell to tutors June Colbert, Helen Moon and Julia Crawford, and we would like to take this opportunity to thank them for their contribution to our School. Their students will be reallocated to our other experienced tutors. Please do not hesitate to contact Student Services if you have any queries.

Trade Fairs & Exhibitions

Australian International Furniture Fair

7–9 February 2007
Sydney Exhibition Centre
Darling Harbour
www.aiff.net.au

Garden New Zealand

NZ garden design and landscape students will be interested in Garden New Zealand Inc.'s Garden Party, to be held in the Wairarapa–Masterton area on March 24–25, 2007. The theme will be "Gardening for Dummies" and there will be exclusive gardens to visit, activities for the kids, fine food, wine and entertainment. For more information, email mark@eventaction.co.nz.

Writing Tips

Aspiring writers might like to check out the following sites:

<http://www.articlesonwriting.com>

<http://www.writingaustralia.com>

<http://www.aussieauthors.com>

<http://www.selwaanthony.com.au>

Contact details - The official addresses of The Writing School, The Sackville Academy and Lifestyle Learning Direct are:

AUSTRALIA

PO Box 6944, Gold Coast MC QLD 9726
Tel: + 61 (07) 5630 6132
Fax: + 61 (07) 5630 6195
Email: info@sackvilleacademy.com.au
Web: www.sackvilleacademy.com.au
www.lifestylelearningdirect.com

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Fax: + 64 0800 77 50 50
Email: info@sackvilleacademy.co.nz
Web: www.sackvilleacademy.co.nz
www.lifestylelearningdirect.com





Hello! My name is Pam Collings and I am one of Lifestyle Learning Direct's editing and proofreading tutors. Let me tell you something about myself.

I have a Diploma in Professional Writing and Editing from NMIT Greensborough, Victoria. I also have certificates in proofreading from the CAE Victoria, and in corporate editing from RMIT Victoria.

I currently work as a freelance editor and proofreader and find this work very enjoyable. I started proofreading several years ago with the help of one of the members of my writers' group. She works for a small publisher and was complaining about one of the proofreaders that had recently started with them. The proofreader was the mother of one of the other employees of the firm and had no qualifications or real knowledge. This caused all sorts of problems for my friend, as it was her job to do the typesetting. Being able to read is not qualification enough to be a proofreader or editor.

I have always wanted to be a writer, ever since I wrote my first paragraph in Grade 3 and realised I had just written a micro story. It blew me away. I looked at journalism but my sixth form English Lit teacher convinced me I would ruin my writing style if I went in that direction (and I was only looking at it in desperation anyway). So I kept writing fiction as a hobby and have been gradually doing more and more in this area over the last few years.

I write children's and young adult fiction, especially fantasy and paranormal, and have had short stories and poetry published in several anthologies and magazines. I'm currently writing a romance mystery aimed at the Harlequin Intrigue line, as I enjoy light reading in this area. I am also in the process of writing a proofreading book (*Practical Proofreading*), which will contain loads of practice exercises.

I lead a local writers' group, where I have often tutored members on various aspects of writing. I have also appraised and edited manuscripts for the group, as well as other local writers. I have worked with writers of all ages – from school children through to retirees – and I love to help others succeed in the writing and publishing industries. I have a great passion for these fields and understand how difficult it is to be successful in them.

In the last twelve months I have started a business called Teddybear Books. It is primarily for my proofreading, editing and tutoring but I also write personalised children's stories, which are unique and are specifically written for each child. Because of this they are a little more expensive than the commercial varieties as I do not re-use stories.

My hobbies are many and varied. I love reading and writing and going to the movies. I also dabble in oil painting, and a little less in watercolour, but my main hobby at the moment is collecting and making teddy bears, much to the delight of the dust in my home.

My professional memberships include the Victorian Writers Centre, Fellowship of Australian Writers (Victoria) and the Victorian Society of Editors.

FEEDBACK TO THE KNOWLEDGE TREE

Hi Robyn! I was very pleased to receive my first ever issue of *The Knowledge Tree* and I found it a great read.

David Miller

Keep up the excellent work with *The Knowledge Tree*.

Elsa Farmer

Hi, Robyn. I was delighted to open the mail this morning and find my copy of *The Knowledge Tree* with my article and photo inside. Your comments on getting started on Assignment 1 were also pertinent for me.

I shall draw up my writing plan and get started this week.

Gill Bell

CREATIVE JUICES – JUST \$99.00 (SAVE \$105*)



Exclusive Sirromet wine offer to Lifestyle Learning Direct students

Your exclusive \$99.00 wine offer includes:
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 3 x 2004 Vineyard Selection Cabernet Merlot
 3 x 2003 Vineyard Selection Semillon
 3 x 2004 Vineyard Selection Shiraz Viognier

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