

[School Name]

[College Name]

[Unit Code]

[Unit Title]

Semester #, Year

Unit Outline

[Unit Coordinator’s Name]

Contact details

Unit coordinator

Unit coordinator:

Campus:

Email:

Phone:

Room location and number:

Consultation hours:

Other teaching staff

[Position]:

Campus:

Email:

Phone:

Room location and number:

Consultation hours:

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## COVID Safety

To ensure the safety and wellbeing of our University and the broader community, it is important that we follow the guidelines for coming onto campus or participating in UTAS activities or events.

Please consult the [Student Coronavirus updates page](https://www.utas.edu.au/about/safety-security-and-wellbeing/coronavirus) for up-to-date information on COVID-19 and anything you need to do as a UTAS student.

## COVID Safety on Professional Experience Placements

# What is the Unit About?

## Unit description\*

## Intended Learning Outcomes\*

As per the Assessment and Results Policy 1.3, your results will reflect your achievement against specified learning outcomes.

On completion of this unit, you will be able to:

1.
2.
3.

## Graduate Statement

Successful completion of this unit supports your development of course learning outcomes, which describe what a graduate of a course knows, understands and is able to do. Course learning outcomes are available from the Course Coordinator. Course learning outcomes are developed with reference to national discipline standards, Australian Qualifications Framework (AQF), any professional accreditation requirements and the University of Tasmania’s Graduate Statement.

The University of Tasmania experience unlocks the potential of individuals. Our graduates are equipped and inspired to shape and respond to the opportunities and challenges of the future as accomplished communicators, highly regarded professionals and culturally competent citizens in local, national, and global society. University of Tasmania graduates acquire subject and multidisciplinary knowledge and skills, and develop critical and creative literacies and numeracies and skills of inquiry. They demonstrate the ability to apply this knowledge in changing circumstances. Our graduates recognise and critically evaluate issues of social responsibility, ethical conduct and sustainability, are entrepreneurial and creative, and are mindful of their own wellbeing and that of the community. Through respect for diversity and by working in collaborative ways, our graduates reflect the values of the University of Tasmania.

## Alterations to the unit as a result of student feedback\*

## Prior knowledge &/or skills

#

# How will I be Assessed?\*

## Assessment schedule\*

|  |  |  |  |
| --- | --- | --- | --- |
| Assessment task | Date due | Percent weighting | Links to Intended Learning Outcomes |
| Assessment Task 1: Task Name |  |  |  |
| Assessment Task 2: Task Name |  |  |  |
|  |  |  |  |
|  |  |  |  |

## Assessment details\*

### Assessment task 1

|  |  |
| --- | --- |
| Task description |  |
|  | Criterion | Measures Intended Learning Outcome: |
| Criterion 1  |  |  |
| Criterion 2 |  |  |
| Criterion 3 |  |  |
| etc |  |  |
| Task length |  |

### Assessment task 2

|  |  |
| --- | --- |
| Task description |  |
|  | Criterion | Measures Intended Learning Outcome: |
| Criterion 1  |  |  |
| Criterion 2 |  |  |
| Criterion 3 |  |  |
| etc |  |  |
| Task length |  |

### Final Exam

|  |  |
| --- | --- |
| Description / conditions |  |
|  | Criterion | Measures Intended Learning Outcome: |
| Criterion 1  |  |  |
| Criterion 2 |  |  |
| Criterion 3 |  |  |
| etc |  |  |
| Duration |  |
| Date | The final exam is conducted by the Student Centre in the formal examination period. See the [Examinations and Results](http://www.utas.edu.au/exams/) page on the University’s website, or access your personal exams timetable by logging into the [eStudent Centre](https://estudent.utas.edu.au/) for specific date, time and location closer to the examination period.  |

## How your final result is determined\*

To pass this unit, you need to demonstrate your attainment of each of the Intended Learning Outcomes, achieve a final unit grade of 50% or greater, and pass any hurdle tasks.

## Submission of assignments\*

### Requests for extensions

### Penalties\*

Assignments submitted after the deadline will receive a late penalty of 5% (of the original available mark) for each calendar day (or part day) that the assignment is late. Late submissions will not be accepted more than 10 calendar days after the due date, or after assignments have been returned to other students, whichever is shorter.

### Review and appeal of academic decisions

For processes guiding the review and appeal of University academic decisions (related to credit, assessment, final unit grades, progress status and special consideration) see the [*Review and Appeal of Academic Decisions Procedure*](https://www.utas.edu.au/policy/procedures).

## Academic integrity

### What is academic integrity?

At the University of Tasmania, academic integrity requires all students to act responsibly, honestly, ethically, and collegially when using, producing, and communicating information with other students and staff members. The University community is committed to upholding the [Statement on Academic Integrity](https://universitytasmania.sharepoint.com/sites/StudentPortal/Shared%20Documents/Forms/AllItems.aspx?id=%2Fsites%2FStudentPortal%2FShared%20Documents%2FStudent%20Learning%20resources%2FUTAS%5FStatement%5Fon%5FAcademicIntegrity%2Epdf&parent=%2Fsites%2FStudentPortal%2FShared%20Documents%2FStudent%20Learning%20resources).

Breaches of academic integrity such as plagiarism, contract cheating, collusion and so on are counter to the fundamental values of the University. A breach is defined as being when a student:

1. fails to meet the expectations of academic integrity; or
2. seeks to gain, for themselves or for any other person, any academic advantage or advancement to which they or that other person is not entitled; or
3. improperly disadvantages any other member of the University community.

The University and any persons authorised by the University may submit your assessable works to a text matching service, to obtain a report on possible breaches such as plagiarism or contract cheating. Substantiated breaches can result in a range of sanctions which are outlined in the [Student Academic Integrity Ordinance](https://www.utas.edu.au/__data/assets/pdf_file/0008/1371581/Student-Academic-Integrity-Ordinance.pdf).

More information is available from the [Academic Integrity site](https://universitytasmania.sharepoint.com/sites/StudentPortal/SitePages/Academic-Integrity.aspx) for students on the Student Portal.

### Academic Integrity Training Module

As part of the University’s educative approach to academic integrity, there is a short [Academic Integrity Training Module](https://universitytasmania.sharepoint.com/sites/StudentPortal/SitePages/Academic-Integrity.aspx) on MyLO that all students are required to complete.

Completion of the module allows you to demonstrate your understanding of what constitutes a breach of academic integrity.

**All commencing students (pre-degree through to higher degree by research) are required to complete the Academic Integrity module available through MyLO.  If you do not complete this module your final unit results will be withheld.  You should aim to complete the module within the first few weeks of commencing study at the University.**

### Academic referencing

In your written work you will need to support your ideas by referring to scholarly literature, works of art and/or inventions. It is important that you understand how to correctly refer to the work of others and maintain academic integrity.

Failure to appropriately acknowledge the ideas of others may constitute a breach of academic integrity.

The appropriate referencing style for this unit is [Referencing Style Name]

The [University library provides information on presentation of assignments, including referencing styles](http://utas.libguides.com/referencing) and should be referred to when completing tasks in this unit.

For further information, see the [Academic Integrity site](https://universitytasmania.sharepoint.com/sites/StudentPortal/SitePages/Academic-Integrity.aspx) for students on the Student Portal.

# What Learning Opportunities Are There?

## MyLO

MyLO is the online learning environment at the University of Tasmania. This is the system that will host the online learning materials and activities for this unit.

### Getting help with MyLO

It is important that you are able to access and use MyLO as part of your study in this unit. To find out more about the features and functions of MyLO, and to practice using them, visit the [Getting Started in MyLO unit](https://mylo.utas.edu.au/d2l/le/discovery/view/course/422745).

For access to information about MyLO and a range of step-by-step guides in pdf, word and video format, visit the [MyLO Student Support page](http://www.utas.edu.au/mylo/student-support) on the University website.
If something is not working as it should, [contact the Service Desk](http://www.utas.edu.au/service-desk/) (phone 6226 2600 or request ITS help online through the [Service Portal](https://www.utas.edu.au/selfservice)).

## Resources

### Required readings

You will need the following text:

### Recommended readings

### Reading Lists

Reading Lists provide direct access to all material on unit reading lists in one place. This includes eReadings and items in Reserve. You can access the Reading List for this unit from the link in MyLO, or by going to the [Reading Lists page](https://utas.rl.talis.com/index.html) on the University Library website.

### Equipment, materials, software, accounts

## Activities

### Learning expectations

The University is committed to high standards of professional conduct in all activities, and holds its commitment and responsibilities to its students as being of paramount importance. Likewise, it holds expectations about the responsibilities students have as they pursue their studies within the special environment the University offers.

**Students are expected to participate actively and positively in the teaching/learning environment. They must attend classes when and as required, strive to maintain steady progress within the subject or unit framework, comply with workload expectations, and submit required work on time.**

### Details of teaching arrangements\*

### Attendance/Engagement Expectations\*

For on-campus units, it is expected that you will attend all on-campus and onsite learning activities. This is to support your own learning and the development of a learning community within the unit.

If you miss a learning activity for a legitimate reason (e.g., illness, family commitments) teaching staff will attempt to provides alternative activities (e.g., make up readings) where it is possible.

If you are unable to attend regularly, please discuss the situation with your course coordinator and/or our UConnect support team.

In this unit, your active engagement will be monitored in the following way:

1. …
2. …

### Teaching and learning strategies

### Work Health and Safety (WHS)

The University is committed to providing a safe and secure teaching and learning environment. In addition to specific requirements of this unit you should refer to the University’s [Safety and Wellbeing webpage](https://www.utas.edu.au/safety-and-wellbeing/home) and policy.

## Communication

## Concerns and complaints

The University is committed to providing an environment in which any concerns and complaints will be treated seriously, impartially and resolved as quickly as possible. We are also committed to ensuring that a student may lodge a complaint without fear of disadvantage. In the first instance, students are encouraged (where appropriate) to attempt to resolve their concerns at a local level, by contacting their Unit Coordinator and if the Unit Coordinator can not resolve the issue then the Head of School. If you have a concern, information about who to contact for assistance is available on the [Complaints and Concerns – Safe and Fair Community Unit page](https://www.utas.edu.au/students/shw/safe-fair-community-unit/incidents).

## Learning support

The University provides a range of face-to-face and online services to help equip students with the academic and literacy skills that they need to undertake their study. These services are in addition to the support you receive in each unit from unit coordinators, lecturers and tutors. For details of these additional services such as workshops, individual consultation for learning advice, and peer assisted learning opportunities, please visit the [Study Support page](https://www.utas.edu.au/students/learning).

The University also provides free access to *Studiosity****,*** 24/7 online study help for all UTAS students, enabling them to get feedback on written work within 24 hours or chat live with a subject specialist anywhere and anytime.

All direct assessment-based feedback is provided only from the staff teaching you the unit.

## Further information and assistance

If you are experiencing difficulties with your studies or assignments, have personal or life-planning issues, disability or illness which may affect your course of study, you are advised to raise these with the unit coordinator in the first instance.

In addition to Learning Support, there is a range of University-wide support services available to you including [Student Advisers](https://www.utas.edu.au/students/learning/advisers), [Disability Services](https://www.utas.edu.au/students/shw/disability), and more which can be found on the [Study Support](https://www.utas.edu.au/students/learning) and [Safety, Health and Wellbeing](https://www.utas.edu.au/students/shw) pages from the [Current Students](https://www.utas.edu.au/students) portal of the University website.

Should you require assistance in accessing the [Library, visit their website](http://www.utas.edu.au/library/study) for more information.

## Unit schedule

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Week | Date beginning | Topic/ Module/ Focus Area | Activities | Resources/ Readings/ Further Information |
| 1 |  |  |  |  |
| 2 |  |  |  |  |
| 3 |  |  |  |  |
| 4 |  |  |  |  |
| 5 |  |  |  |  |
| 6 |  |  |  |  |
| Mid-semester break (move to appropriate time) |
| 7 |  |  |  |  |
| 8 |  |  |  |  |
| 9 |  |  |  |  |
| 10 |  |  |  |  |
| 11 |  |  |  |  |
| 12 |  |  |  |  |
| 13 |  |  |  |  |