

FACULTY OF

School of

Campus

SEMESTER

Unit Code: Unit Title

UNIT OUTLINE

CREDIT POINTS 10

PREREQUISITES/COREQUISITES/INCOMPATIBLES

LECTURER-IN-CHARGE Lecturer Name:

Office Location:

Email:

Telephone:

DESCRIPTION

TEACHING TEAM

MODE AND DURATION

Mode/Attendance Pattern :

Duration: 12 week-semester or equivalent in intensive block mode.

You should anticipate undertaking 150 hours of study for this unit, including class attendance, readings and assignment preparation.

LEARNING OUTCOMES

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

- 1.
2. etc

Each unit in your course contributes in some way to the development of ACU Graduate Attributes and generic skills which you should demonstrate by the time you complete your course.

You can view the ACU Graduate Attributes for all courses by following this link [ACU Graduate Attributes](#)

All Australian universities have their expected Graduate Attributes – ACU's Graduate Attributes have a greater emphasis on ethical behaviour and community responsibility than those of many other universities. 'Generic skills' are those society would expect of any university graduate – good oral and written communication skills, IT competence etc. All of your units will develop and 'test' such skills in some way.

Your course (**insert name of program**) is a professional program that requires development of particular attributes for accreditation purposes. These are also included in the Learning Outcomes.

On successful completion of your study of this unit, you will have progressed in the development of the following ACU graduate attributes:

A

B

C

CONTENT

Topics will include:

SCHEDULE

ASSESSMENT PROCEDURES

OVERVIEW OF ASSESSMENTS

Brief Description of Assessment Tasks	Due Date	Weighting (%)	Learning Outcome/s Assessed	Graduate Attributes/Generic Skills (ie A, B etc)

In order to pass this unit, you are required to

OTHER UNIT INFORMATION

It is your responsibility as a student to ensure that you have the prerequisites or co-requisites for a particular unit. You may not enrol in this unit if you have previously passed, or are currently enrolled in, any unit identified as incompatible with this unit. If you do not meet these requirements, then you must see your Course Coordinator.

You should also become very familiar with the Student Tutorials in Blackboard, since almost all ACU units now utilise online learning: see <http://www.acu.edu.au/elearning>.

STUDENT FEEDBACK AND CHANGES TO UNIT

ALLOCATING FINAL RESULT GRADES

Final Result Grade	Notation	Range Guide (%)	Descriptor
High Distinction	HD	85-100	Clear attainment of all learning outcomes, with complete and comprehensive understanding of the unit content, development of relevant skills and intellectual initiative to an extremely high level.
Distinction	DI	75-84	Substantial attainment of most learning outcomes, with a high level of understanding of the unit content and development of relevant analytical and interpretative skills to a high level.
Credit	CR	65-74	Sound attainment of some major learning outcomes, with good understanding of unit content and development of relevant skills.
Pass	PA	50-64	Satisfactory attainment of a range of learning outcomes, with basic understanding of unit content and development of relevant skills.
Pass Conceded	PC		Some attainment of learning outcomes with basic understanding of some unit content and some skill development. Only the HOS can allocate this grade.
Fail	NN	0-49	Little or no attainment of learning outcomes, with limited understanding of course content or skill development.

Adapted from Sadler, D. R. (2005). Interpretations of criteria based assessment and grading in higher education. *Assessment and Evaluation in Higher Education*, 30:2, 175-194.

TEXTS AND REFERENCES

REQUIRED TEXT(S)

RECOMMENDED REFERENCES

FURTHER REFERENCES

EXTENDED READING

POLICIES AND REGULATIONS

It is the responsibility of ALL students to access, read and familiarise themselves with the following ACU Policies and Regulations. These are to be found in the *ACU Handbook*, which is readily available in the Library or on the Internet. The Academic Honesty Policy is very important and you must understand that plagiarism, collusion and recycling of assignments are not acceptable. You must read the Assessment Policy and Procedures. If you have any queries please see the Lecturer-In-Charge.

[ACU HANDBOOK](#)

[Academic Regulations and Policies](#)

See especially:

6. Assessment
Attendance

Factors affecting Performance
Extension for an Assignment

7. Examinations

8. Review and Appeals

[Academic Honesty Policy](#)

[Student Conduct and Discipline](#)

[Computer and Internet Acceptable Use](#)

[Assessment Policy and Procedures](#)

See especially:

5. Completion of Assessment Tasks

Group Work and Collaborative Assessment

Personal Circumstances Affecting Assessment

Submission, Collection and Retention of Assessment Tasks

Resubmission of Assessment Tasks

[Deferred examinations](#)

[STUDENT SUPPORT](#)

Student Services staff in various units offer assistance to all students. If you are experiencing difficulties with learning, life issues or pastoral/spiritual concerns, or have a disability/medical condition which may impact on studies, you are advised to notify the Lecturer-In-Charge, Course Coordinator and/or one of the services listed below as soon as possible.

[Academic Skills](#)

[Online Bookings](#)

The Academic Skills Unit offers a variety of services, including workshops (on topics such as assignment writing, time management, reading strategies, referencing, etc.), drop-in sessions, group appointments, and individual consultations. It has a 24-hour online booking system for individual or group consultations.

[Counselling Service](#)

The Counselling Service is a free, voluntary, confidential and non-judgmental service open to all students. It is staffed by qualified social workers or registered psychologists.

[Equity and Disability Unit](#)

Please contact the Equity and Disability Unit as early as possible if you need education adjustments because of a disability or chronic medical condition.

[Campus Ministry](#)

Campus Ministry offers pastoral care, spiritual leadership and opportunities for you to be involved with community projects.

[Indigenous Education Units](#)

The Indigenous Education Units on each campus provide information and support for students

[eLearning](#)

Online learning materials are available for you.