



PYC1513 - ....

Introduction to Psychological intervention perspectives (University of South Africa)



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# Tutorial Letter 101/3/2024

## Introduction to Psychological Intervention Perspectives

### PYC1513

#### Semesters 1 and 2

#### Department of Psychology

#### IMPORTANT INFORMATION

Please register on myUnisa, activate your myLife e-mail account and make sure that you have regular access to the myUnisa module website,

PYC1513-2024-S1/S2, as well as your group website

Note: This is a fully online module. It is, therefore, only available on myUnisa.

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# 1 INTRODUCTION

Dear Student

Unisa is a comprehensive open distance e-learning (CODEL) higher education institution. The comprehensiveness of our curricula encapsulates a range of offerings, from strictly vocational to strictly academic certificates, diplomas and degrees. Unisa's "openness" and its distance eLearning character result in many students registering at Unisa who may not have had an opportunity to enrol in higher education. Our ODeL character implies that our programmes are carefully planned and structured to ensure success for students ranging from the under-prepared but with potential to the sufficiently prepared.

Teaching and learning in a CODEL context involve multiple modes of delivery ranging from blended learning to fully online. As a default position, all post graduate programmes are offered fully online with no printed study materials, while undergraduate programmes are offered in a blended mode of delivery where printed study materials are augmented with online teaching and learning via the learner management system – myUnisa. In some instances, undergraduate programmes are offered fully online as well.

Furthermore, our programmes are aligned with the vision, mission and values of the University. Unisa's commitment to serving humanity and shaping futures combined with a clear appreciation of our location on the African continent, Unisa's graduates have distinctive graduate qualities which include:

- Independent, resilient, responsible and caring citizens who are able to fulfil and serve in multiple roles in their immediate and future local, national and global communities.
- having a critical understanding of their location on the African continent with its histories, challenges and potential in relation to globally diverse contexts;
- the ability to critically analyse and evaluate the credibility and usefulness of information and data from multiple sources in a globalised world with its ever-increasing information and data flows and competing worldviews;
- how to apply their discipline-specific knowledge competently, ethically and creatively to solve real-life problems;
- an awareness of their own learning and developmental needs and future potential.

This module, *Introduction to Psychological Intervention Perspectives (PYC1513)*, is a fully online module. That means that all module related information is available via the with the use myUnisa as our virtual campus. This online system is used to administer, document and deliver educational material to you and support engagement with you. Look out for information from your lecturer and other Unisa platforms to determine how to access the virtual myUnisa module site. Information on the tools that will be available to engage with the lecturer and fellow students to support your learning will also be communicated via various platforms. You are encouraged to log into the module site on myUnisa **regularly** (at least **twice** per week).

We wish you every success with your studies!

## 2 PURPOSE AND OUTCOMES

### 2.1 Purpose

A psychological intervention is a human interaction informed and governed by some understanding of the nature of human beings. This module offers an introduction to psychological intervention based on historical and multicultural perspectives of the nature of human beings and practices of human interaction. As such, the module intends to equip qualifying students with knowledge of psychological intervention within historical, cultural and subject specific contexts. Students are introduced to selected African, Eastern and Western modalities of psychological interventions to foreground different manifestations of agents of intervention, the roles of agents of intervention and the official structures and processes that formalise and licence particular actions as legitimate forms of intervention. Also of interest are the principles and frameworks that render interventions ethical in different contexts.

### 2.2 Outcomes

For this module, you will have to master the following outcomes:

- Identify and assess the appropriateness of a psychological intervention, an agent of intervention and the role of the agent of intervention in different historical, cultural and subject-disciplinary contexts;
- Identify cultural, societal and subject-specific structures and processes that formalise and legitimise psychological intervention, agents of intervention and roles of agents of intervention, and explain how such structures and processes work;
- Apply ethical principles and frameworks to assess the ethics of psychological intervention.

## 3 CURRICULUM TRANSFORMATION

Unisa has implemented a transformation charter, in which the university has placed curriculum transformation high on the teaching and learning agenda. Curriculum transformation includes student-centred scholarship, the pedagogical renewal of teaching and assessment practices, the scholarship of teaching and learning, and the infusion of African epistemologies and philosophies. All of these will be phased in at both programme and module levels. As a result of this, you will notice a marked change in the teaching and learning strategy implemented by Unisa, together with the way in which the content is conceptualised in your modules. We encourage you to embrace these changes during your studies at Unisa in a responsive way within the framework of transformation.

## 4 CONTACTING THE UNIVERSITY VIA EMAIL

To assist Unisa to safeguard your personal information, please ensure that you only use your myLife e-mail account when communicating with the university. **We will not be responding to any emails sent from private email addresses.**

By using your myLife e-mail account, the university has a reasonable assurance that we are communicating with you, as your e-mail address contains your student number and you use your login credentials to access the account.

Unisa may only communicate with a student using a **private e-mail address** under the following circumstances:

- **New applicants** who are **enquiring about information** for the purpose of applying for admission.
- **New applicants** who **do not yet have a myLife e-mail account**, because they have been admitted but not yet registered.
- Where a **student requires assistance in resolving myLife e-mail account access problems**.

Please be aware that any personal information you publish on public platforms, such as social media platforms and WhatsApp groups, is not covered by the provisions of Protection of Personal Information Act 4 of 2013. Any personal information published in the public domain is not considered private and can, therefore, be accessed by external parties with access to such platforms.

#### 4.1 Lecturers

The teaching team for this module consists of the following lecturers:

**Prof CK Adonis (Module leader)**

Prof EM Mojapelo-Batka

Ms T Mathabela

Dr L Ubisi

Dr J Sigamoney

#### 4.2 Department

You can contact the teaching team for PYC1513 by telephone and e-mail. As the different kinds of enquiries are handled in different ways, it is important that you decide before you contact us which category your enquiry belongs to. The three categories are:

Category A: General administrative questions - in other words, any matter addressed in this Tutorial Letter 101 for PYC1513.

Category B: Administrative questions about the assignments for PYC1513.

Category C: General academic questions about the content for PYC1513.

By telephone: You can phone the department between 08:00 and 16:00 on weekdays.

Category A and B enquiries: Ms Thandeka Thwala. Tel: +27 12 429-8216.

By e-mail: Category A and B enquiries: Ms Thandeka Thwala: [thwaltn@unisa.ac.za](mailto:thwaltn@unisa.ac.za)

Category C enquiries: should be sent to the teaching team at: [PYC1513@unisa.ac.za](mailto:PYC1513@unisa.ac.za). When you submit an e-mail, please write one of the following codes in the subject line space of your e-mail: PYC1513 Category A or PYC1513 Category B or PYC1513 Category C. The subject line code is used to route your e-mail to the proper folder for quick attention.

**Please send all e-mails from your myLife e-mail account.** If you send an e-mail directly to a Unisa e-mail address, include your student number in the subject line to ensure that your e-mail is correctly routed for an advisor for processing.

### 4.3 College of Human Sciences

For College-specific queries, please email [chs@unisa.ac.za](mailto:chs@unisa.ac.za).

**Please send all e-mails from your myLife e-mail account.** If you send an e-mail directly to a Unisa e-mail address, include your student number in the subject line to ensure that your e-mail is correctly routed for an advisor for processing.

### 4.4 University

To contact the university, please dial 080 000 1870. Remember to keep your student number at hand when contacting the university. The Unisa Student Communication Service Centre will be open **weekdays from 08:00 – 16:00 (South African Standard Time)**.

**Please send all e-mails from your myLife e-mail account.** If you send an e-mail directly to a Unisa e-mail address, include your student number in the subject line to ensure that your e-mail is correctly routed for an advisor for processing.

**Please check the list carefully and send an enquiry to one e-mail address only.** This will ensure that there is no confusion as to who must respond, thereby preventing unnecessary delays in the response or the email portrayed as spam. Students should only forward enquiries to the Registrar and Deputy Registrar in instances where those enquiries could not be resolved at other levels.

TYPE OF QUERY	EMAIL ADDRESS	TELEPHONE NUMBER
<b>ICT</b>		
myUnisa	<a href="mailto:myUnisaHelp@unisa.ac.za">myUnisaHelp@unisa.ac.za</a>	012 429 3111 (Option 2)
myLife	<a href="mailto:myLifeHelp@unisa.ac.za">myLifeHelp@unisa.ac.za</a>	012 429 3111 (Option 2)
<b>STUDENT ADMISSIONS AND REGISTRATIONS</b>		
General applications and registration queries	<a href="mailto:study-info@unisa.ac.za">study-info@unisa.ac.za</a>	
College of Human Sciences	<a href="mailto:chs@unisa.ac.za">chs@unisa.ac.za</a>	
International students	<a href="mailto:international@unisa.ac.za">international@unisa.ac.za</a>	
Exemptions	<a href="mailto:adhoccredits@unisa.ac.za">adhoccredits@unisa.ac.za</a>	
Access and matriculation exemption	<a href="mailto:ame@unisa.ac.za">ame@unisa.ac.za</a>	
Re-admissions	<a href="mailto:study-info@unisa.ac.za">study-info@unisa.ac.za</a>	



<b>STUDENT ASSESSMENT ADMINISTRATION</b>		
General exam queries	<a href="mailto:exams@unisa.ac.za">exams@unisa.ac.za</a>	012 429 8641
Aegrotat exams	<a href="mailto:aegrotats@unisa.ac.za">aegrotats@unisa.ac.za</a>	012 429 8641
Exam arrangements for students with disabilities	<a href="mailto:examdisabled@unisa.ac.za">examdisabled@unisa.ac.za</a>	012 429 8641
Exam admission	<a href="mailto:examadmission@unisa.ac.za">examadmission@unisa.ac.za</a>	012 429 8641
International students	<a href="mailto:examinternational@unisa.ac.za">examinternational@unisa.ac.za</a>	+ 27 12 429 2268
Remarks	<a href="mailto:remark@unisa.ac.za">remark@unisa.ac.za</a>	012 429 8641
Purchase of an exam script	<a href="mailto:purchasescript@unisa.ac.za">purchasescript@unisa.ac.za</a>	012 429 8641
<b>FINANCE</b>		
Student account enquiries	<a href="mailto:finan@unisa.ac.za">finan@unisa.ac.za</a>	012 429 2441/4299
<b>STUDENT FUNDING</b>		
General student funding enquiries	<a href="mailto:letsomp@unisa.ac.za">letsomp@unisa.ac.za</a>	012 441 5600
<b>STUDY MATERIAL</b>		
Despatch enquiries	<a href="mailto:despatch@unisa.ac.za">despatch@unisa.ac.za</a>	

Contact addresses of the various administrative departments appear on the Unisa website: <http://www.unisa.ac.za/sites/corporate/default/Contact-us/Student-enquiries>.

Please include the student number in all correspondence.

## **5 RESOURCES**

### **5.1 Prescribed book(s)**

There are no prescribed books for this module. The module consists of 6 Learning Units that can be downloaded from myUnisa portal on the module site.

### **5.2 Recommended books**

There are no recommended books for this module.

### **5.3 Electronic reserves (e-reserves)**

There are no e-reserves for this module.

### **5.4 Library services and resources**

The Unisa Library offers a range of information services and resources. The library has created numerous library guides, available at <http://libguides.unisa.ac.za>

**Recommended guides:**

- For brief information on the library, go to <https://www.unisa.ac.za/library/libatglance>
- For more detailed library information, go to <http://www.unisa.ac.za/sites/corporate/default/Library>
- Frequently Asked Questions, visit <https://www.unisa.ac.za/sites/corporate/default/Library/Frequently-Asked-Questions>
- For research support and services such as the Personal Librarian service and the Information Search Librarian's Literature
- Search Request (on your research topic) service, visit <http://www.unisa.ac.za/sites/corporate/default/Library/Library-services/Research-support>.
- For library training for undergraduate students, visit <https://www.unisa.ac.za/sites/corporate/default/Library/Library-services/Training>
- Lending Services <https://www.unisa.ac.za/sites/corporate/default/Library/Library-services/Lending-services>
- Services for Postgraduate students - <https://www.unisa.ac.za/sites/corporate/default/Library/Services-for-Postgraduates>
- Support and Services for students with disabilities - <https://www.unisa.ac.za/sites/corporate/default/Library/Services-for-students-with-special-needs>
- Library Technology Support - <https://libguides.unisa.ac.za/techsupport>
- Finding and using library resources and tools - [http://libguides.unisa.ac.za/Research\\_skills](http://libguides.unisa.ac.za/Research_skills)
- A–Z list of library databases – <https://libguides.unisa.ac.za/az.php>

**Important contact information:**

- Technical problems encountered in accessing library online services: [Lib-help@unisa.ac.za](mailto:Lib-help@unisa.ac.za)
- General library-related queries: [Library-enquiries@unisa.ac.za](mailto:Library-enquiries@unisa.ac.za)
- Queries related to library fines and payments: [Library-fines@unisa.ac.za](mailto:Library-fines@unisa.ac.za)
- Interlibrary loan service for postgraduate students: [libr-ill@unisa.ac.za](mailto:libr-ill@unisa.ac.za)
- Literature Search Service: [Lib-search@unisa.ac.za](mailto:Lib-search@unisa.ac.za)
- Social media channels: Facebook: UnisaLibrary and Twitter: @UnisaLibrary

**6 STUDENT SUPPORT SERVICES**

The *Study @ Unisa* brochure is available on myUnisa: [www.unisa.ac.za/brochures/studies](http://www.unisa.ac.za/brochures/studies)  
This brochure contains important information and guidelines for successful studies through Unisa.

If you need assistance with regard to the myModules system, you are welcome to use the following contact details:

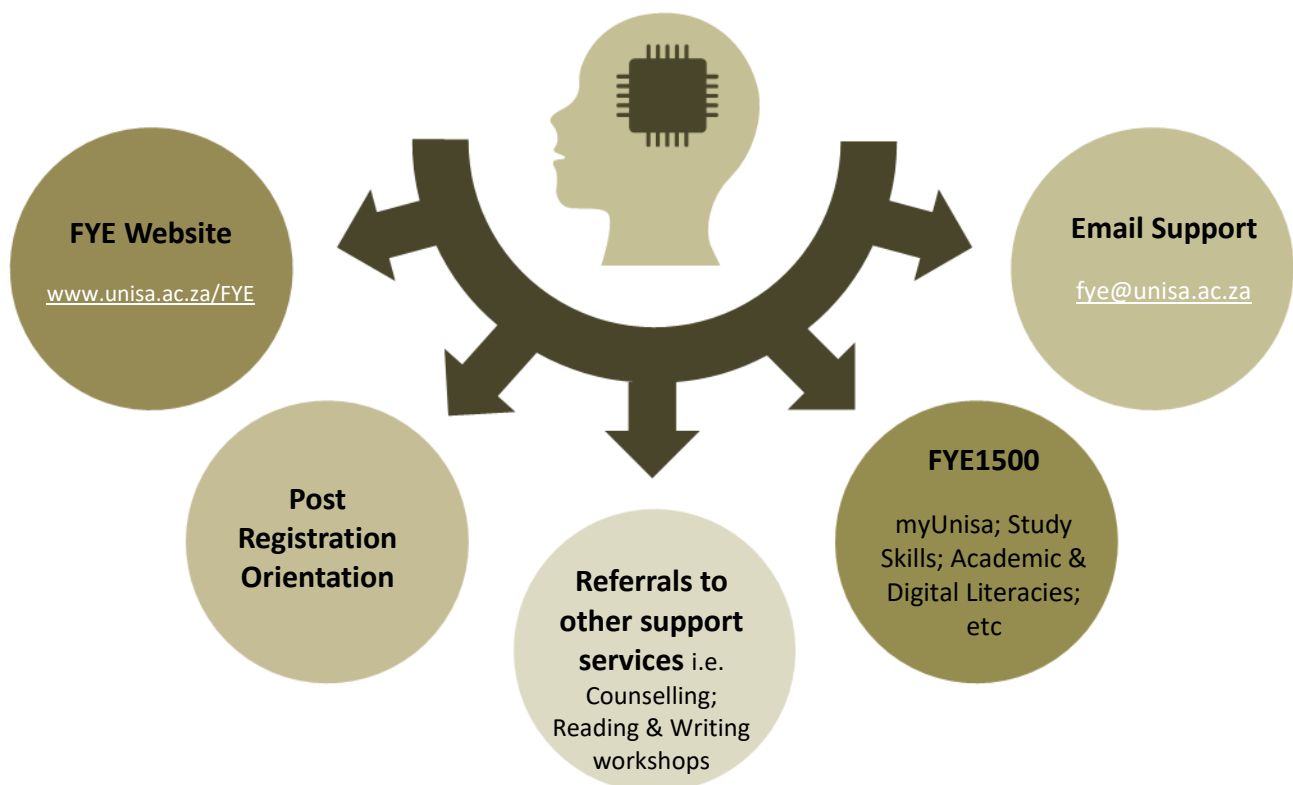
- Toll-free landline: 0800 00 1870 (Select option 07 for myModules)
- E-mail: [mymodule22@unisa.ac.za](mailto:mymodule22@unisa.ac.za) or [myUnisaHelp@unisa.ac.za](mailto:myUnisaHelp@unisa.ac.za)

You can access and view short videos on topics such as how to view your calendar, how to access module content, how to view announcements for modules, how to submit assessment and how to participate in forum activities via the following link: <https://dtls-qa.unisa.ac.za/course/view.php?id=32130>

Registered Unisa students get a free myLife e-mail account. Important information, notices and updates are sent exclusively to this account. Please note that it can take up to 24 hours for your account to be activated after you have claimed it. Please do this immediately after registering at Unisa, by following this link: [myLifeHelp@unisa.ac.za](mailto:myLifeHelp@unisa.ac.za). Your myLife account is the **only** e-mail account recognised by Unisa for official correspondence with the university, and will remain the official primary e-mail address on record at Unisa. You remain responsible for the management of this e-mail account.

## 6.1 The Unisa First-Year Experience Programme

Many students find the transition from school education to tertiary education stressful. This is also true in the case of students enrolling at Unisa for the first time. Unisa is a dedicated open distance and e-learning institution, and it is very different from face-to-face/contact institutions. It is a mega university, and all our programmes are offered through either blended learning or fully online learning. It is for this reason that we thought it necessary to offer first-time students additional/extended support to help them seamlessly navigate the Unisa teaching and learning journey with little difficulty and few barriers. We therefore offer a specialised student support programme to students enrolling at Unisa for the first time – this is Unisa’s First-Year Experience (FYE) Programme, designed to provide you with prompt and helpful information about services that the institution offers and how you can access information. The following FYE services are currently offered:



💡 To ensure that you do not miss out on important academic and support communication from the SRU, please check your myLife inbox regularly.

## 6.2 Companies falsely Advertising Unisa services

Some companies and social media pages have been falsely advertising Unisa online information and various services to assist Unisa students. In the process, companies either solicit money fraudulently from students or make money through online advertising with no benefit to students. These companies are in no way associated with or related to Unisa.

We request that students only use official Unisa sites and platforms as any other platforms will provide you with incorrect information and/or act illegally, which will harm your studies.

To communicate with students, Unisa will always use official communication channels (eg, Unisa website, myUnisa, Unisa social media platforms, myLife e-mail).

Please use the following Unisa platforms for official Unisa information:

- [www.unisa.ac.za](http://www.unisa.ac.za)
- <https://my.unisa.ac.za>
- <https://www.facebook.com/UniversityOfSouthAfrica>
- <https://twitter.com/unisa>
- <https://www.linkedin.com/company/unisa>

## 7 STUDY PLAN

Refer to Studies @Unisa brochure for general time management and planning skills. A study plan is a chart or schedule that allows you to block out time needed each day for well-defined learning activities, goals, and routine daily tasks. It is especially helpful when trying to make time between your work life, social life, and other responsibilities to do your schoolwork.

A study plan is an effective tool that shows you how you spend your time. You want to ensure that you are setting aside sufficient time to study for tests, do your assignments, and complete your projects. With the rise of online learning, study plans are more important than ever. Using them fosters self-discipline and accountability. It prevents procrastination and helps you develop better study habits, which usually translate to better grades.

## 8 PRACTICAL WORK

There are no practicals for this module.

## 9. ASSESSMENT

### 9.1 Assessment criteria

Following on from the module outcomes discussed under 2.2, the following assessment criteria have been developed:

	Specific outcomes	Assessment criteria
1	The learner can identify and assess the appropriateness of a psychological intervention, an agent of intervention and the role of the agent of intervention in different historical, cultural and subject-disciplinary contexts	<p>The learner achieved Outcome 1 if evidence shows that:</p> <ul style="list-style-type: none"> <li>- Instances of psychological intervention, agent of intervention and the role of the agent of intervention are identified correctly in different contexts of human behaviour.</li> <li>- The appropriateness of psychological intervention, the agent of intervention and the role of the agent of intervention are assessed correctly in terms of given historical, cultural, societal and subject-disciplinary perspectives.</li> </ul>
2	The learner can identify cultural, societal and subject-specific structures and processes that formalise and legitimise psychological intervention, agents of intervention and roles of agents of intervention and explain how such structures and processes work.	<p>The learner achieved Outcome 2 if evidence shows that:</p> <ul style="list-style-type: none"> <li>- Structures and processes that formalise and legitimise psychological intervention, agents of intervention and roles of agents of intervention are identified correctly in different historical, cultural, societal and subject-disciplinary contexts.</li> <li>- The ways in which historical, cultural, societal and subject disciplinary structures and processes formalise and legitimise psychological intervention, agents of intervention and roles of agents of intervention are explained correctly.</li> </ul>
3	The learner can apply ethical principles and frameworks to assess the ethics of a psychological intervention.	<p>The learner achieved Outcome 3 if evidence shows that:</p> <ul style="list-style-type: none"> <li>- The ethical principles and frameworks pertaining to the context of the intervention are identified correctly.</li> <li>- The ethical appropriateness of the intervention is assessed correctly according to the ethical principles and frameworks pertaining to the context of the intervention.</li> </ul>

## 9.2 Assessment plan

The module will follow a continuous assessment modality to achieve these outcomes, which serves as an alternative to the traditional assessment model. You will be assessed on an ongoing basis throughout the year, **and you will not be writing an exam at the end of the year**. The rationale for continuous assessment is to ensure that you work consistently. This will provide early indicators of your performance, with built-in measures of feedback and support to master areas of a module.

The assessment for this module will consist of four multiple-choice assessments of equal weight, each contributing 25% to your final mark. If you do not submit an assessment, you will therefore forfeit the marks attached to this assignment when the final mark for the module is calculated. Again, there will be no written exam; your final mark will consist of your performance on the four assessments. There are also no supplementary or aegrotat exams.

To pass the module, you must achieve an average of 50% for the 4 assessments.

- Assessment 1 will be based on Learning Units 1-3
- Assessment 2 will be based on Learning Unit 4
- Assessment 3 will be based on Learning Unit 5
- Assessment 4 will be based on Learning Unit 6

### 9.3 Assessment due dates

- There are no assessment due dates included in this tutorial letter.
- The opening date (when you can access the assessment) and closing date (when the assessment is due) will be listed on the module site under each assignment.
- Log on to the myUnisa site for this module to obtain more information on the due dates for submitting the assessments.

### 9.4 Submission of assessments

- Unisa, as a comprehensive open distance e-learning institution (CODeL), is moving towards becoming an online institution. You will therefore see that all your study material, assessments and engagements with your lecturer and fellow students will take place online. We use myUnisa as our virtual campus.
- The myUnisa virtual campus will offer students access to the myModules site, where learning material will be available online and assessments should be completed. This online system is used to administer, document, and deliver educational material to students and support engagement between academics and students.
- The myUnisa platform can be accessed via <https://my.unisa.ac.za>. Click on the myModules 2024 button to access the online sites for the modules that you are registered for.
- The university undertakes to communicate clearly and as frequently as necessary to ensure that you obtain the greatest benefit from using the myModules learning management system. Please access the announcements on your myModules site regularly, as this is where your lecturer will post important information to be shared with you.
- When you access your myModules site for the module/s you are registered for, you will see a welcome message posted by your lecturer. Below the welcome message, you will see the assessment shells for the assessments that you need to complete. Some assessments may be multiple choice, some tests, others written assessments, some forum discussions, etc. All assessments must be completed on the assessment shells available on the respective module platforms.
- To complete quiz assessments, please log on to the module site where you need to complete the assessment. Click on the relevant assessment shell (Assessment 1, Assessment 2, etc.). There will be a date on which the assessment will open for you. When the assessment is open, access the quiz online and complete it within your available time. Quiz assessment questions are not included in this tutorial letter (Tutorial Letter 101) and are only made available online. You must therefore access the quiz online and complete it online where the quiz has been created.
- It is not advisable to use a cell phone to complete the quiz. Please use a desktop computer, tablet or laptop when completing the quiz. Students who use a cell phone find it difficult to navigate the **Online Assessment** tool on the small screen and often struggle to navigate between questions and successfully complete the quizzes. In addition, cell phones are more vulnerable to dropped internet connections than other

devices. **If at all possible, please do not use a cell phone for this assessment type.**

- For written assessments, please note the due date by which the assessment must be submitted. Ensure that you follow the guidelines given by your lecturer to complete the assessment. Click on the submission button on the relevant assessment shell on myModules. You will then be able to upload your written assessment on the myModules site of the modules you are registered for. Before you finalise the upload, double check that you selected the correct file. Remember, no marks can be allocated for incorrectly submitted assessments.

#### 9.4.1 Types of assignments and descriptions

All assignments are defined as either optional, mandatory, compulsory, or elective.

##### **Elective assignments**

- If not submitted, the student gets no mark for this item.
- The best of the required submissions will count.

##### **Mandatory assignments**

- If not submitted, the student gets no mark for this item.

##### **Compulsory assignments**

- If not submitted, the result on the student's academic record will be *absent*.

##### **Optional assignments**

- You are encouraged as a student to do optional assignments so that they may benefit your learning.

#### **I. Elective assignments**

- a. the student is given a choice of which assignments within an identified group to submit, only the best result(-s), the number of which is specified in advance, will contribute towards the year mark.
- b. elective assignments must also be grouped into an elective group.
- c. for the student to select which assignment to submit, the elective assignments must be grouped together. For such an elective group, relevant information must be provided to the student, such as how many of the assignments must be submitted and how many of the assignment marks should be combined into the year mark.
- d. The selection criteria define how marks received for assignments in an elective group are to be combined into the year mark. Three different criteria may be used for calculating the year mark:
  - The best mark should be used, or
  - If the student submits fewer than the required number of assignments per group or no assignment in a group, a mark of 0% will be used.
  - 0% is awarded to all non-submitted or unmarked assessments. The best mark is then calculated from all items.

#### **II. Mandatory assignments**

- a. Contribute to the year mark.
- b. If a student fails to submit a mandatory assignment, no mark is awarded, and the year mark is calculated accordingly. The student will therefore forfeit the marks attached to this assignment when the final mark for the module is calculated.

##### **Compulsory Assessment**

- a. when not submitted, the student will fail a Continuous Assessment module but will be shown as absent from the examination in the case of other modules.

- III. Optional assignments** – You are encouraged as a student to do the optional assignment so that it may benefit your learning.

## 9.5 The assessments

**There are no assessments included in this tutorial letter.** Assessment and due dates will be made available to you on myModules for this module. We envisage that the due dates will be available to you upon registration.

## 9.6 Other assessment methods

There are no other assessment methods for this module.

## 9.7 The examination

There is no examination for PYC1513.

# 10. ACADEMIC DISHONESTY

## 10.1 Plagiarism

Plagiarism is the act of taking the words, ideas and thoughts of others and presenting them as your own. It is a form of theft. Plagiarism includes the following forms of academic dishonesty:

- Copying and pasting from any source without acknowledging the source.
- Not including references or deliberately inserting incorrect bibliographic information.
- Paraphrasing without acknowledging the original source of the information.

## 10.2 Cheating

Cheating includes, but is not limited to, the following:

- Completing assessments on behalf of another student, copying another student's work during an assessment, or allowing another student to copy your work.
- Using social media (e.g. WhatsApp, Telegram) or other platforms to disseminate assessment information.
- Submitting corrupt or irrelevant files this forms part of examination guidelines
- Buying completed answers from so-called "tutors" or internet sites (contract cheating).

For more information about plagiarism, follow the link below:

<https://www.unisa.ac.za/sites/myunisa/default/Study-@-Unisa/Student-values-and-rules>

## 10.3 Academic matters

All module **content-related enquiries** must first be addressed to the relevant module lecturers. As already indicated above, all such enquiries must be made from your [mylife@unisa.ac.za](mailto:mylife@unisa.ac.za) email account. Where your module lecturer(s) is unable to assist, such enquiries can be escalated to the Chair of the Department in which your module is located. The Chair of the Department is the one with the power to resolve issues, is authorised to make such interventions, and has the final say in matters relating to the administration of a module. Such escalation must be done via the departmental administrative staff. Contact information for all the departmental administrative staff in the department is captured below.



Name	Email address
Ms TN Thwala (First-year Administrative Coordinator)	<a href="mailto:thwaltn@unisa.ac.za">thwaltn@unisa.ac.za</a>

## 10.4 Administrative matters

The contact information for all administrative departments is included on page 8 of this Tutorial Letter. Please address any administrative issues (for example, registration issues, finance-related issues, graduation issues, auditing of qualification, etc.) with the relevant support department and not the college.

## 11. STUDENTS LIVING WITH DISABILITIES

The Advocacy and Resource Centre for Students with Disabilities (ARCSWiD) provides an opportunity for staff to interact with first-time and returning students with disabilities.

If you are a student with a disability and would like additional support or need additional time for assessments, you are invited to contact Dr Lindokuhle Ubisi ([ubisilm@unisa.ac.za](mailto:ubisilm@unisa.ac.za)) to discuss the assistance that you need.

## 12. FREQUENTLY ASKED QUESTIONS

The Studies @Unisa contains an A – Z guide of the most relevant study information. Please refer to this brochure for any other questions.

## 13. SOURCES CONSULTED

The source for this module is the Study Guide for PYC1513.

## 14. IN CLOSING

Tutorial letters contain important information about your studies. It is, therefore, important to read all tutorial letters when they are available and to keep them in a safe place. This first tutorial letter (Tutorial letter 101) contains valuable general information for this module. Keep this tutorial letter at hand – you will have to use it more often. The other tutorial letters contain information about feedback on assignments, and examination information.

## 15. ADDENDUM

There is no addendum for this module.

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