UNSW Course Outline

ECON3208 Applied Econometric Methods - 2024

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General Course Information

Course Code : ECON3208
Year : 2024
Term : Term 3
Teaching Period : T3
Is a multi-term course? : No
Faculty : UNSW Business School
Academic Unit : School of Economics
Delivery Mode : In Person
Delivery Format : Standard
Delivery Location : Kensington
Campus : Sydney
Study Level : Undergraduate
Units of Credit : 6

Useful Links

Handbook Class Timetable

Course Details & Outcomes

Course Description

This course extends econometric modelling using linear regression to cover nonlinear models such as logit and probit, regression methods for forecasting, and an introduction to the treatment of endogeneity (e.g. instrumental variable estimation). Special emphasis will be placed on the

process and potential pitfalls of conducting and evaluating applied econometric research. The course will equip you with the necessary knowledge to be able to conduct your own econometric research using typical economic data.

Course Aims

The course provides necessary skills and techniques that will be used in further study of econometrics and economics more generally.

The primary objective of the course is to provide a solid theoretical and practical foundation for the interpretation of empirical evidence in economics. The course therefore has two components: econometric theory and “hands-on” experience.

This course is offered as part of the economics specialisations in the BCom and BEc degrees. It represents the second in a sequence of econometrics courses designed to equip students with knowledge of the key econometric tools and methods expected of an applied economist. A prerequisite for this course is ECON2206 Introductory Econometrics.

Relationship to Other Courses

This course is offered as part of the economics specialisations in the BCom and BEc degrees. It represents the second in a sequence of econometrics courses designed to equip students with knowledge of the key econometric tools and methods expected of an applied economist. A prerequisite for this course is ECON2206 Introductory Econometrics. It also provide solid statistical and econometric supplements for a wide range of courses offered by the Business school, such as ECON3206 Financial Econometrics, and ECON2209 Business Forecasting.

Course Learning Outcomes

Course Learning Outcomes	Program learning outcomes
CLO1 : Identify and apply a range of econometric models and tools to deal with discrete dependent variables.	• PLO1 : Business Knowledge • PLO2 : Problem Solving
CLO2 : Interpret data and appropriate modelling in the presence of problems, such as omitted variables and endogenous regressors, that are prevalent in most econometric modelling settings.	• PLO1 : Business Knowledge • PLO2 : Problem Solving
CLO3 : Utilise regression models to forecast future values.	• PLO1 : Business Knowledge • PLO2 : Problem Solving
CLO4 : Utilise Stata for econometric modelling.	• PLO1 : Business Knowledge • PLO2 : Problem Solving
CLO5 : Evaluate and critique the relevance of theoretical models in conducting applied work.	• PLO1 : Business Knowledge • PLO2 : Problem Solving • PLO5 : Responsible Business Practice
CLO6 : Develop the ability to critically evaluate empirical research.	• PLO1 : Business Knowledge • PLO2 : Problem Solving • PLO5 : Responsible Business Practice
CLO7 : Construct written work that demonstrates logical organization and clarity of presentation.	• PLO3 : Business Communication

Course Learning Outcomes	Assessment Item
CLO1 : Identify and apply a range of econometric models and tools to deal with discrete dependent variables.	• Quizzes on Assignments • Project • Final Exam
CLO2 : Interpret data and appropriate modelling in the presence of problems, such as omitted variables and endogenous regressors, that are prevalent in most econometric modelling settings.	• Quizzes on Assignments • Project • Final Exam
CLO3 : Utilise regression models to forecast future values.	• Quizzes on Assignments • Project • Final Exam
CLO4 : Utilise Stata for econometric modelling.	• Quizzes on Assignments • Project • Final Exam
CLO5 : Evaluate and critique the relevance of theoretical models in conducting applied work.	• Quizzes on Assignments • Project • Final Exam
CLO6 : Develop the ability to critically evaluate empirical research.	• Quizzes on Assignments • Project • Final Exam
CLO7 : Construct written work that demonstrates logical organization and clarity of presentation.	• Quizzes on Assignments • Project • Final Exam

Learning and Teaching Technologies

Moodle - Learning Management System

Learning and Teaching in this course

Approach to Learning and Teaching in the Course

Quantitative information and statistics are pervasive not only in the study of economics and business but in understanding a wide range of phenomena. Every attempt will be made to demonstrate the relevance of the course to understanding such phenomena.

This will require applying econometric and statistical methods and techniques to practical problems in a broad set of topics.

Students who are undertaking this course need to have some background in basic statistics and grounding in the principles of regression analysis. Using this knowledge as a base, an extensive discussion of the use of regression theory and some of its extensions is provided. We demonstrate how regression models can be applied to data to estimate relationships, to forecast

and to test hypotheses that arise in economics and business. We also discuss common problems that arise in economic data.

General principles or guidelines for undertaking applied work are discussed. In particular, we stress the role of careful data analysis, the need to evaluate estimated models and the importance of the links between econometric models and the underlying substantive knowledge or theory associated with the particular application. These issues are related to applications drawn from various fields.

It is essential that the discussion of how to use econometric tools effectively be complemented with practice in analysing data. An important aid in this particular task is the computing component where the popular econometrics package Stata is used.

Learning Activities and Teaching Strategies

The examinable content of the course is defined by the references given in the lecture schedule, the content of lectures, and the content of the tutorial program.

Lectures

The purpose of lectures is to provide a logical structure for the topics that make up the course, to emphasise the important concepts and methods of each topic, and to provide relevant examples to which the concepts and methods are applied.

The lectures will be delivered online, and lecture recordings and associated lecture notes will also be made available. Lectures will run during Weeks 1-5 and Weeks 7-9.

Tutorials

The object of the tutorials is to discuss various approaches to, and issues associated with, the assigned exercises and topics covered in the course. Each week a document will be posted containing the exercises which are to be covered in tutorials. A number of these exercises are intended to be challenging so as to stimulate questions and discussion. Therefore, students should not feel inadequate if they have difficulty solving all the exercises before attending their tutorial. However, it is important that students attempt the assigned exercises before the corresponding tutorial sessions. Tutorials are an integral component of the course; attendance and participation in your tutorial is crucial for your successful completion of the course.

Tutorials will be delivered either face-to-face. There will be one 1.5-hour tutorial per week,

starting from Week 2. Tutorials will run during Weeks 2-5 and Weeks 7-10.

Discussion Forum

A Discussion Forum will operate on the Course website. Tutors will monitor the discussion and answer questions when needed.

Learning strategies

Most learning will be achieved outside of class time. Lectures can only provide a structure to assist your study, and tutorial time is limited. A suggested learning approach is sketched below.

- Prior to attending lecture, read the assigned textbook sections for that week.
- Come to lecture. The lecture notes (available from the Moodle site) form the basis for the lecture, and you are also encouraged to take your own notes during lecture in your own words. Key concepts will be emphasised and demonstrated through worked examples.
- Watch the lecture recording afterwards if you wish to review parts of the lecture you may have found difficult to understand the first time through.
- Ask questions of the lecturer or your tutor if some issues are still unclear.
- Prior to attending tutorials, attempt the assigned questions for that week. Do not be discouraged if you cannot answer all of the questions as some questions are more difficult than others. Attempting the assigned tutorial questions will provide a self-test of your understanding of particular topics and identify those topics which may require further attention. Tutors will work through some of the assigned tutorial questions each week.
- Attempt additional problems from the end-of-chapter questions in the textbook. Many of the tutorial and examination questions have a similar structure to the textbook questions. By attempting additional questions, you are able to test your own knowledge and, through practice and experience, improve your understanding of the material.

Assessments

Assessment Structure

Assessment Item	Weight	Relevant Dates	Program learning outcomes
Quizzes on Assignments Assessment Format: Individual	30%	Due Date: 10am on the Fridays of Weeks 3 and 7	• PLO1 : Business Knowledge • PLO2 : Problem Solving • PLO3 : Business Communication • PLO5 : Responsible Business Practice
Project Assessment Format: Individual	25%	Due Date: 18/11/2024 10:00 AM	• PLO1 : Business Knowledge • PLO2 : Problem Solving • PLO3 : Business Communication • PLO5 : Responsible Business Practice
Final Exam Assessment Format: Individual	45%	Due Date: University Exam Period	• PLO1 : Business Knowledge • PLO2 : Problem Solving • PLO3 : Business Communication • PLO5 : Responsible Business Practice

Assessment Details

Quizzes on Assignments

Assessment Overview

The purpose of the assignments is to test knowledge and understanding of econometric concepts, methodology, interpretation of results, and the ability to apply econometric reasoning in solving a realistic problem.

Assesses: PLO1, PLO2, PLO3, PLO5. BCom students: myBcom points for PLO2.

Course Learning Outcomes

- CLO1 : Identify and apply a range of econometric models and tools to deal with discrete dependent variables.
- CLO2 : Interpret data and appropriate modelling in the presence of problems, such as omitted variables and endogenous regressors, that are prevalent in most econometric modelling settings.
- CLO3 : Utilise regression models to forecast future values.
- CLO4 : Utilise Stata for econometric modelling.
- CLO5 : Evaluate and critique the relevance of theoretical models in conducting applied work.
- CLO6 : Develop the ability to critically evaluate empirical research.
- CLO7 : Construct written work that demonstrates logical organization and clarity of

presentation.

Detailed Assessment Description

The purpose of the assignments is to test knowledge and understanding of econometric concepts, methodology, interpretation of results, and the ability to apply econometric reasoning in solving a realistic problem. The assignments will also provide a self-test of how you are doing in the course.

There will be two assignments. Assignments 1 and 2 will be made available in Weeks 1 and 4, respectively. In Week 3 and Week 7, there will be two online quizzes to assess your mastery of Assignments 1 and 2, respectively. To complete the assignments, students will need to use econometric models to examine the relationships among key variables within given data sets. Each assignment will contain a number of questions that will help students assess their understanding of learned material - but the assignments themselves will not be submitted. The quizzes will be based on the questions in the assignments, and each quiz will be worth 15% of your total course mark. You must complete the assignments in order to be successful in the quizzes. The quizzes will be held online and are scheduled on the Fridays of Week 3 and Week 7, respectively. More details will be provided on Moodle.

Assignment submission Turnitin type

Not Applicable

Generative AI Permission Level

No Assistance

This assessment is designed for you to complete without the use of any generative AI. You are not permitted to use any generative AI tools, software or service to search for or generate information or answers.
For more information on Generative AI and permitted use please see here.

Project

Assessment Overview

The Project will be released in Week 5. The results of the analysis conducted in the Project must be presented in the form of a report.

Assesses: PLO1, PLO2, PLO3, PLO5.

Course Learning Outcomes

- CLO1 : Identify and apply a range of econometric models and tools to deal with discrete dependent variables.
- CLO2 : Interpret data and appropriate modelling in the presence of problems, such as omitted variables and endogenous regressors, that are prevalent in most econometric modelling settings.
- CLO3 : Utilise regression models to forecast future values.
- CLO4 : Utilise Stata for econometric modelling.
- CLO5 : Evaluate and critique the relevance of theoretical models in conducting applied work.
- CLO6 : Develop the ability to critically evaluate empirical research.
- CLO7 : Construct written work that demonstrates logical organization and clarity of presentation.

Detailed Assessment Description

In keeping with the main objectives of the course, students are expected to gain some experience in “doing econometrics”. The Project, which involves an empirical econometric analysis, serves this purpose. The Project will be released in Week 5. The results of the analysis conducted in the Project must be presented in the form of a report, which is due by Monday, 10am in Week 11. The report must be typewritten in a Word file. Your name and student number must be clearly indicated on the cover page.

Note that although general questions about the Project can be clarified with the lecturer and the tutors, specific answers will not be provided as these will form part of the assessment. More details about the Project will be provided on Moodle.

Assignment submission Turnitin type

This assignment is submitted through Turnitin and students do not see Turnitin similarity reports.

Generative AI Permission Level

No Assistance

This assessment is designed for you to complete without the use of any generative AI. You are not permitted to use any generative AI tools, software or service to search for or generate information or answers.
For more information on Generative AI and permitted use please see here.

Final Exam

Assessment Overview

A final examination will be held during the University's final examination period. It will cover material from the entire course.

Assesses: PLO1, PLO2, PLO3, PLO5.

Course Learning Outcomes

- CLO1 : Identify and apply a range of econometric models and tools to deal with discrete dependent variables.
- CLO2 : Interpret data and appropriate modelling in the presence of problems, such as omitted variables and endogenous regressors, that are prevalent in most econometric modelling settings.
- CLO3 : Utilise regression models to forecast future values.
- CLO4 : Utilise Stata for econometric modelling.
- CLO5 : Evaluate and critique the relevance of theoretical models in conducting applied work.
- CLO6 : Develop the ability to critically evaluate empirical research.
- CLO7 : Construct written work that demonstrates logical organization and clarity of presentation.

Detailed Assessment Description

A final examination will be held during the University's final examination period. It will cover material from the entire course. The exam will be administered via Moodle and will be open-book. More details will be available once term begins.

The purpose of the final examination is to assess knowledge of econometric concepts, methodology and interpretation of results relating to the content covered in the course. It is designed to test your learning and understanding of both the theoretical and empirical aspects of different econometric techniques discussed.

It should take two hours for a well-prepared student to complete the exam, and the exam will be available for a window longer than two hours to accommodate any unforeseen technical problems.

Generative AI Permission Level

No Assistance

This assessment is designed for you to complete without the use of any generative AI. You are not permitted to use any generative AI tools, software or service to search for or generate information or answers.

For more information on Generative AI and permitted use please see here.

General Assessment Information

Submission Procedure for Assignments

No submission is needed for your answers to Assignments 1 and 2. Instead, your completions of Assignments 1 and 2 will be tested via the quizzes in weeks 3 and 7. More details will be announced on Moodle.

Project Submission

The due time for the Project is 10am on Monday of Week 11. Check that your name and student ID have been completed on the cover page of your Project, and then submit it via the tutorial-specific Turnitin link on the course Moodle site before the specified due time. You should keep a copy of all work you submit for assessment.

All electronic copies of student work will be checked for plagiarism on the Turnitin software into which they are uploaded. See notes on Plagiarism below and also note that the Turnitin software will automatically check against all other assignments submitted. Plagiarism or other academic misconduct may lead to heavy penalties.

Additional instructions on submission of the Project will be announced via Moodle.

Assessment Feedback

Feedback on student performance from formative and summative assessment tasks will be provided to students in a timely manner. Assessment tasks completed within the teaching period of a course, other than a final assessment, will be assessed and students provided with feedback, with or without a provisional result, within 10 working days of submission, under normal circumstances. Feedback on continuous assessment tasks (e.g. laboratory and studio-based, workplace-based, weekly quizzes) will be provided prior to the midpoint of the course.

Special Consideration

You can apply for special consideration when illness or other circumstances beyond your control interfere with your performance in a specific assessment task or tasks, including online exams. Students studying remotely who have exams scheduled between 10pm and 7am local time, are also able to apply for special consideration to sit a supplementary exam at a time outside of

these hours.

Special consideration is primarily intended to provide you with an extra opportunity to demonstrate the level of performance of which you are capable. To apply, and for further information, see Special Consideration on the UNSW Current Students page.

Special consideration applications will be assessed centrally by the Case Review Team, who will update the online application with the outcome and add any relevant comments. The change to the status of the application immediately sends an email to the student and to the assessor with the outcome of the application.

Please note the following:

1. Applications can only be made through Online Services in myUNSW. Applications will not be accepted by teaching staff. The lecturer-in-charge/course coordinator will be automatically notified when your application is processed.
2. Applying for special consideration does not automatically mean that you will be granted a supplementary exam or other concession.
3. If you experience illness or misadventure in the lead up to an exam or assessment, you must submit an application for special consideration, either prior to the examination taking place, or prior to the assessment submission deadline, except where illness or misadventure prevent you from doing so.
4. If your circumstances stop you from applying before your exam or assessment due date, you must apply within 3 working days of the assessment or the period covered by your supporting documentation.
5. Under the UNSW Fit To Sit/Submit rule, if you sit the exam/submit an assignment, you are declaring yourself well enough to do so and are cannot subsequently apply for special consideration.
6. If you become unwell on the day of – or during – an exam, you must stop working on your exam, advise your course coordinator or tutor and provide a medical certificate dated within 24 hours of the exam, with your special consideration application. For online exams, you must contact your course coordinator or tutor immediately via email, Moodle or chat and advise them you are unwell and submit screenshots of your conversation along with your medical certificate and application.
7. Special consideration requests do not allow the awarding of additional marks to students.

Further information on Business School policy and procedure can be found under “Special Consideration” on the Policies and Support page.

Late Submission Penalties

For assessments other than examinations, late submission will incur a penalty of 5% per day or part thereof (including weekends) from the due date and time. An assessment will not be accepted after 5 days (120 hours) of the original deadline unless special consideration has been approved. An assignment is considered late if the requested format, such as hard copy or electronic copy, has not been submitted on time or where the 'wrong' assignment has been submitted.

For assessments which account for 10% or less of the overall course grade, and where answers are immediately discussed or debriefed, the LIC may stipulate a different penalty. Details of such late penalties will be available on the course Moodle page.

Grading Basis

Standard

Requirements to pass course

In order to pass this course students must:

- Achieve a composite mark of at least 50 out of 100
- Engage actively in course learning activities and attempt all assessment requirements
- Meet any additional requirements specified in the assessment details
- Meet the specified attendance requirements of the course (see Schedule section)

Course Schedule

Teaching Week/Module	Activity Type	Content
Week 1 : 9 September - 15 September	Lecture	Introduction, Review of Multiple Regression, Endogeneity and instrumental variables (IV)
	Reading	Woodridge (hereafter, W): Ch. 1-9, 15 Slides: W1
Week 2 : 16 September - 22 September	Lecture	Instrumental Variables Estimation, 2SLS
	Reading	W: Ch. 15 Slides: W2 Tutorials start in Week 2.
Week 3 : 23 September - 29 September	Lecture	Simultaneous equations models (SEM)
	Reading	W: Ch. 16 Slides: W3
	Assessment	Assignment 1 quiz due 10am Friday (see Moodle)
Week 4 : 30 September - 6 October	Lecture	SEM continued. Binary choice models, Maximum likelihood (ML) estimation, Logit/Probit models
	Reading	W: Ch. 16, Ch. 17 Slides: W4
Week 5 : 7 October - 13 October	Lecture	Tobit and Poisson models, Quasi ML estimation, Censored data
	Reading	W: Ch. 17 Slides: W5 Project released
Week 6 : 14 October - 20 October	Lecture	WEEK 6 IS FLEXIBILITY WEEK AND NO CLASSES WILL BE HELD.
Week 7 : 21 October - 27 October	Lecture	Panel data analysis: First Difference models and Fixed effects models.
	Reading	W: Ch.13-14 Slides: W7
	Assessment	Assignment 2 quiz due 10am Friday (see Moodle)
Week 8 : 28 October - 3 November	Lecture	Time series models, forecasting, cointegration
	Reading	W: Ch. 10-12, 18 Slides: W8
Week 9 : 4 November - 10 November	Lecture	Truncated samples, Sample selection, Heckman correction. Lectures end this week.
	Reading	W: Ch.17, Appendix B Slides: W9
Week 10 : 11 November - 17 November	Tutorial	Tutorials end this week.
Week 11 : 18 November - 24 November	Assessment	Project due by 10am, Monday

Attendance Requirements

Students are strongly encouraged to attend all classes and review lecture recordings.

General Schedule Information

The below schedule is an approximate, and is subject to change.

Tutorials run from Week 2 to Week 10 (except Week 6), and each will cover the lecture content of the previous week (e.g., Week 2 tutorials cover Week 1 lecture material).

Course Resources

Prescribed Resources

Course website

The website for this course is on UNSW Moodle.

The website contains (a) the course outline, the tutorial documents and other course handouts; ((b) links to online live lectures and tutorials; c) the lecture notes and recordings; (d) data used in the tutorial problems and project; (e) Stata code used in tutorial problems; (f) past exam papers; and (g) course announcements.

Students should consult this website at least once a week as it contains important information and updates about the course. It will be assumed that all students have seen every notice and announcement posted on the course website.

Textbook and readings

The textbook for this course is:

- Wooldridge, J.M. (2019), Introductory Econometrics: A Modern Approach, 7e. South-Western.

This is the prescribed textbook for the course. It will be the primary source of extra reading for material covered in lectures. Assignments and some exercises will be taken from the book. Students can use the previous edition (6e) of the textbook.

Computing work

Computing is an essential part of this course. The Project and the assignments, on which the quizzes are based, cannot be completed without using econometric software.

Furthermore, exam questions may ask you to interpret various statistical output and you will need experience analysing and interpreting statistical output to answer the questions appropriately.

The econometric software used in this course is Stata. Assigned computer work may be done in the computing labs or by using myAccess to remotely access Stata. Alternatively, you can obtain a personal copy of Stata and install it on your own PC. To purchase your own copy, you will need to fill out a form and pay the price of the version of Stata you choose to buy. For more

information, see Stata prices. The version called 'small Stata', which can handle only up to 99 variables x 1200 observations, is not recommended.

It is recommended that you use UNSW myAccess to access Stata from home. More details will be available on Moodle.

There are lots of resources and support for Stata on the web. Particularly useful are the following websites:

- For general help, browse through: Institute for Digital Research and Education, You can work through a tutorial at: Stata Tutorial.
- For help on getting started.
- For examples based on the Wooldridge textbook.
- The manual by A.C. Acock, “A Gentle Introduction to Stata”, 4th edition, Stata Press, 2014 is an additional reference for further help.

Course Evaluation and Development

Feedback is regularly sought from students and continual improvements are made based on this feedback. At the end of this course, you will be asked to complete the myExperience survey, which provides a key source of student evaluative feedback. Your input into this quality enhancement process is extremely valuable in assisting us to meet the needs of our students and provide an effective and enriching learning experience. The results of all surveys are carefully considered and do lead to action towards enhancing educational quality.

The School of Economics strives to be responsive to student feedback. If you would like more information on how the design of this course and changes made to it over time have taken students’ needs and preferences into account, please contact the Director of Education at the School of Economics.

Students' course evaluations are very important for the further development of this course. Feedback provided by previous students has led to significant improvements in assessment items, review questions, exercises, and clarity of illustration.

Consent for De-Identified Data to be Used for Secondary Research into Improving Student Experience

To enhance your student experience, researchers at UNSW conduct academic research that involves the use of de-identified student data, such as assessment outcomes, course grades, course engagement and participation, etc. Students of this course are being invited to provide

their consent for their de-identified data to be shared with UNSW researchers for research purposes after the course is completed.

Providing consent for your de-identified data to be used in academic research is voluntary and not doing so will not have an impact on your course grades.

Researchers who want to access your de-identified data for future research projects will need to submit individual UNSW Ethics Applications for approval before they can access your data.

A full description of the research activities aims, risks associated with these activities and how your privacy and confidentiality will be protected at all times can be found here.

If you **consent** to have your de-identified data used for academic research into improving student experience, you do not need to do anything. Your consent will be implied, and your data may be used for research in a format that will not individually identify you after the course is completed.

If you **do not consent** for this to happen, please email the opt-out form to seer@unsw.edu.au to opt-out from having your de-identified data used in this manner. If you complete the opt-out form, the information about you that was collected during this course will not be used in academic research.

Staff Details

Position	Name	Email	Location	Phone	Availability	Equitable Learning Services Contact	Primary Contact
Convenor	Timothy Neal		Office 441, UNSW Business School building E12		Regular consultation hours: Tuesday 3:00pm-4:00pm or by appointment (see Moodle for more details)	Yes	Yes
Lecturer	Michael Keane		Room 439, UNSW Business School building E12		Regular consultation hours: Wednesday 2:30pm-3:30pm or by appointment (see Moodle for more details)	No	No

Other Useful Information

Academic Information

COURSE POLICIES AND SUPPORT

The Business School expects that you are familiar with the contents of this course outline and

the UNSW and Business School learning expectations, rules, policies and support services as listed below:

- Program Learning Outcomes
- Academic Integrity and Plagiarism
- Student Responsibilities and Conduct
- Special Consideration
- Protocol for Viewing Final Exam Scripts
- Student Learning Support Services

Further information is provided on the Policies and Guidelines page.

Students may not circulate or post online any course materials such as handouts, exams, syllabi or similar resources from their courses without the written permission of their instructor.

STUDENT LEARNING OUTCOMES

The Course Learning Outcomes (CLOs) – under the Outcomes tab – are what you should be able to demonstrate by the end of this course, if you participate fully in learning activities and successfully complete the assessment items.

CLOs also contribute to your achievement of the Program Learning Outcomes (PLOs), which are developed across the duration of a program. PLOs are, in turn, directly linked to UNSW graduate capabilities. More information on Coursework PLOs is available on the Policies and Guidelines page. For PG Research PLOs, including MPDBS, please refer to UNSW HDR learning outcomes.

Academic Honesty and Plagarism

As a student at UNSW you are expected to display academic integrity in your work and interactions. Where a student breaches the UNSW Code of Conduct with respect to academic integrity, the University may take disciplinary action. To assure academic integrity, you may be required to demonstrate reasoning, research and the process of constructing work submitted for assessment.

To assist you in understanding what academic integrity means, and how to ensure that you do comply with the UNSW Code of Conduct, it is strongly recommended that you complete the Working with Academic Integrity module before submitting your first assessment task. It is a free, online self-paced Moodle module that should take about one hour to complete.

Submission of Assessment Tasks

SHORT EXTENSIONS

Short Extension is a new process that allows you to apply for an extended deadline on your assessment without the need to provide supporting documentation, offering immediate approval during brief, life-disrupting events. Requests are automatically approved once submitted.

Short extensions are ONLY available for some assessments. Check your course outline or Moodle to see if this is offered for your assessments. Where a short extension exists, all students enrolled in that course in that term are eligible to apply. Further details are available the UNSW Current Students page.

SPECIAL CONSIDERATION

You can apply for special consideration when illness or other circumstances beyond your control interfere with your performance in a specific assessment task or tasks, including online exams. Special consideration is primarily intended to provide you with an extra opportunity to demonstrate the level of performance of which you are capable.

Applications can only be made online and will NOT be accepted by teaching staff. Applications will be assessed centrally by the Case Review Team, who will update the online application with the outcome and add any relevant comments. The change to the status of the application immediately sends an email to the student and to the assessor with the outcome of the application. The majority of applications will be processed within 3-5 working days.

For further information, and to apply, see Special Consideration on the UNSW Current Students page.

LATE SUBMISSION PENALTIES

LATE SUBMISSION PENALTIES

For assessments other than examinations, late submission will incur a penalty of 5% per day or part thereof (including weekends) from the due date and time. An assessment will not be accepted after 5 days (120 hours) of the original deadline unless special consideration has been approved. In the case of an approved Equitable Learning Plan (ELP) provision, special consideration or short extension, the late penalty applies from the date of approved time

extension. After five days from the extended deadline, the assessment cannot be submited.

An assessment is considered late if the requested format, such as hard copy or electronic copy, has not been submitted on time or where the 'wrong' assessment has been submitted.

For assessments which account for 10% or less of the overall course grade, and where answers are immediately discussed or debriefed, the LIC may stipulate a different penalty. Details of such late penalties will be available on the course Moodle page.

FEEDBACK ON YOUR ASSESSMENT TASK PERFORMANCE

Feedback on student performance from formative and summative assessment tasks will be provided to students in a timely manner. Assessment tasks completed within the teaching period of a course, other than a final assessment, will be assessed and students provided with feedback, with or without a provisional result, within 10 working days of submission, under normal circumstances. Feedback on continuous assessment tasks (e.g. laboratory and studio-based, workplace-based, weekly quizzes) will be provided prior to the midpoint of the course.

Faculty-specific Information

PROTOCOL FOR VIEWING FINAL EXAM SCRIPTS

UNSW students have the right to view their final exam scripts, subject to a small number of very specific exemptions. The UNSW Business School has set a protocol under which students may view their final exam script. Individual schools within the Faculty may also set up additional local processes for viewing final exam scripts, so it is important that you check with your School.

If you are completing courses from the following schools, please note the additional school-specific information:

- Students in the **School of Accounting, Auditing & Taxation** who wish to view their final examination script should also refer to this page.
- Students in the **School of Banking & Finance** should also refer to this page.
- Students in the **School of Information Systems & Technology Management** should also refer to this page.

COURSE EVALUATION AND DEVELOPMENT

Feedback is regularly sought from students and continual improvements are made based on this feedback. At the end of this course, you will be asked to complete the myExperience survey,

which provides a key source of student evaluative feedback. Your input into this quality enhancement process is extremely valuable in assisting us to meet the needs of our students and provide an effective and enriching learning experience. The results of all surveys are carefully considered and do lead to action towards enhancing educational quality.

QUALITY ASSURANCE

The Business School is actively monitoring student learning and quality of the student experience in all its programs. A random selection of completed assessment tasks may be used for quality assurance, such as to determine the extent to which program learning goals are being achieved. The information is required for accreditation purposes, and aggregated findings will be used to inform changes aimed at improving the quality of Business School programs. All material used for such processes will be treated as confidential.

TEACHING TIMES AND LOCATIONS

Please note that teaching times and locations are subject to change. Students are strongly advised to refer to the Class Timetable website for the most up-to-date teaching times and locations.