



UNSW Course Outline

EXPT2170 Musculoskeletal Physiotherapy 1 - 2024

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General Course Information

Course Code : EXPT2170

Year : 2024

Term : Term 3

Teaching Period : T3

Is a multi-term course? : No

Faculty : Faculty of Medicine and Health

Academic Unit : School of Health Sciences

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

In this course, you will develop skills in the assessment and management of musculoskeletal conditions of the lower quadrant (including the lumbar spine, pelvis, hip, groin, knee, ankle and foot). Building on your foundational scientific knowledge, you will learn about musculoskeletal

pathology, pathophysiology, and the scientific evidence for rehabilitation options for a range of musculoskeletal conditions. You will develop practical skills in manual assessment and manual treatment, and learn how to clinically reason to formulate diagnoses, recognise contributing factors and design treatment plans for a range of lower quadrant musculoskeletal conditions across the lifespan.

Course Aims

The aim of this course is to develop your knowledge and clinical reasoning skills to effectively manage patients who present with common musculoskeletal conditions of the lower quadrant. During this course you will develop your clinical reasoning, manual therapy and treatment prescription skills.

Relationship to Other Courses

Assistance with progression checking:

If you are unsure how this course fits within your program, you can seek guidance on optimising your program structure from staff at the [Nucleus Student Hub](#).

Progression plans for UNSW Medicine and Health programs can be found on the [UNSW Medicine & Health website](#).

Course Learning Outcomes

Course Learning Outcomes	Accredited Exercise Physiologist (AEP) Professional Standards, Physiotherapy Board of Australia
CLO1 : Collaborate with healthcare professionals to provide team-based healthcare within your scope of practice	<ul style="list-style-type: none"> • AEP1 : Professional Practice • AEP3 : Assessment and Client Management • PHYS1 : Physiotherapy practitioner • PHYS2 : Professional and ethical practitioner • PHYS3 : Communicator • PHYS7 : Manager/leader
CLO2 : Conduct safe, culturally sensitive, respectful, and patient-centred assessments for the lower quadrant underpinned by a biopsychosocial framework	<ul style="list-style-type: none"> • AEP1 : Professional Practice • AEP3 : Assessment and Client Management • PHYS1 : Physiotherapy practitioner • PHYS2 : Professional and ethical practitioner • PHYS3 : Communicator
CLO3 : Apply principles of rehabilitation and biomechanics to inform exercise prescription for a range of musculoskeletal conditions in a multidisciplinary setting	<ul style="list-style-type: none"> • AEP2 : Foundational Knowledge • AEP4 : Design and Delivery of Exercise-Based Interventions • PHYS1 : Physiotherapy practitioner
CLO4 : Analyse assessment findings to form a diagnosis for common musculoskeletal conditions of the lower quadrant informed by your knowledge of the clinical sciences	<ul style="list-style-type: none"> • AEP2 : Foundational Knowledge • AEP3 : Assessment and Client Management • PHYS1 : Physiotherapy practitioner • PHYS2 : Professional and ethical practitioner
CLO5 : Critique the scientific literature to inform your assessment and treatment of common musculoskeletal conditions of the lower quadrant	<ul style="list-style-type: none"> • AEP3 : Assessment and Client Management • AEP4 : Design and Delivery of Exercise-Based Interventions • PHYS1 : Physiotherapy practitioner • PHYS4 : Reflective practitioner and self-directed learner
CLO6 : Formulate goal-orientated management plans for common musculoskeletal conditions of the lower quadrant	<ul style="list-style-type: none"> • AEP4 : Design and Delivery of Exercise-Based Interventions • PHYS1 : Physiotherapy practitioner • PHYS3 : Communicator • PHYS7 : Manager/leader

Course Learning Outcomes	Assessment Item
CLO1 : Collaborate with healthcare professionals to provide team-based healthcare within your scope of practice	<ul style="list-style-type: none"> • Pre-Tutorial Online Modules • OSCE/VIVA
CLO2 : Conduct safe, culturally sensitive, respectful, and patient-centred assessments for the lower quadrant underpinned by a biopsychosocial framework	<ul style="list-style-type: none"> • Clinical Skills Checklist • OSCE/VIVA
CLO3 : Apply principles of rehabilitation and biomechanics to inform exercise prescription for a range of musculoskeletal conditions in a multidisciplinary setting	<ul style="list-style-type: none"> • Pre-Tutorial Online Modules • Clinical Skills Checklist • OSCE/VIVA
CLO4 : Analyse assessment findings to form a diagnosis for common musculoskeletal conditions of the lower quadrant informed by your knowledge of the clinical sciences	<ul style="list-style-type: none"> • Pre-Tutorial Online Modules • Clinical Skills Checklist • OSCE/VIVA
CLO5 : Critique the scientific literature to inform your assessment and treatment of common musculoskeletal conditions of the lower quadrant	<ul style="list-style-type: none"> • Pre-Tutorial Online Modules
CLO6 : Formulate goal-orientated management plans for common musculoskeletal conditions of the lower quadrant	<ul style="list-style-type: none"> • Clinical Skills Checklist • OSCE/VIVA

Learning and Teaching Technologies

Moodle - Learning Management System | Microsoft Teams | Articulate 360

Learning and Teaching in this course

All course materials and course announcements are provided on the course learning management system, Moodle.

By accessing and using the ICT resources provided by UNSW, you are agreeing to abide by the ['Acceptable Use of UNSW ICT Resources'](#) policy particularly on respect for intellectual property and copyright, legal and ethical use of ICT resources and security and privacy.

Assessments

Assessment Structure

Assessment Item	Weight	Relevant Dates	Accredited Exercise Physiologist (AEP) Professional Standards, Physiotherapy Board of Australia
Pre-Tutorial Online Modules Assessment Format: Individual	25%	Start Date: Not Applicable Due Date: Continuous assessment - students to complete weekly pre-tutorial activities by end of week 10	<ul style="list-style-type: none"> • PHYS1 : Physiotherapy practitioner • PHYS2 : Professional and ethical practitioner • PHYS4 : Reflective practitioner and self-directed learner • PHYS7 : Manager/leader • AEP1 : Professional Practice • AEP2 : Foundational Knowledge • AEP3 : Assessment and Client Management
OSCE/VIVA Assessment Format: Individual	40%	Start Date: Not Applicable Due Date: Exam Period	<ul style="list-style-type: none"> • PHYS1 : Physiotherapy practitioner • PHYS2 : Professional and ethical practitioner • PHYS3 : Communicator • PHYS4 : Reflective practitioner and self-directed learner • PHYS5 : Collaborative practitioner • PHYS6 : Educator • PHYS7 : Manager/leader • AEP1 : Professional Practice • AEP3 : Assessment and Client Management • AEP4 : Design and Delivery of Exercise-Based Interventions
Clinical Skills Checklist Assessment Format: Individual	35%	Start Date: Not Applicable Due Date: Continuous in-class assessment during each weekly labs	<ul style="list-style-type: none"> • PHYS1 : Physiotherapy practitioner • PHYS2 : Professional and ethical practitioner • PHYS3 : Communicator • PHYS4 : Reflective practitioner and self-directed learner • AEP1 : Professional

			Practice • AEP3 : Assessment and Client Management
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Assessment Details

Pre-Tutorial Online Modules

Assessment Overview

This assessment task comprises weekly pre-tutorial online modules and in-class tutorial activities that are cumulatively worth 25% of the overall course mark. Completion of ALL weekly pre-tutorial online modules are worth 25% of the overall course mark. Feedback on the modules is provided immediately upon completion via the course learning management system. You are expected to attend all scheduled tutorials.

More details on this task are provided on your course Moodle site

Course Learning Outcomes

- CL01 : Collaborate with healthcare professionals to provide team-based healthcare within your scope of practice
- CL03 : Apply principles of rehabilitation and biomechanics to inform exercise prescription for a range of musculoskeletal conditions in a multidisciplinary setting
- CL04 : Analyse assessment findings to form a diagnosis for common musculoskeletal conditions of the lower quadrant informed by your knowledge of the clinical sciences
- CL05 : Critique the scientific literature to inform your assessment and treatment of common musculoskeletal conditions of the lower quadrant

Detailed Assessment Description

Detailed information about this assessment will be provided on the course Moodle page.

Submission notes

Refer to Moodle for submission information.

Assignment submission Turnitin type

Not Applicable

Generative AI Permission Level

Simple Editing Assistance

In completing this assessment, you are permitted to use standard editing and referencing functions in the software you use to complete your assessment. These functions are described below. You must not use any functions that generate or paraphrase passages of text or other

media, whether based on your own work or not.

If your Convenor has concerns that your submission contains passages of AI-generated text or media, you may be asked to account for your work. If you are unable to satisfactorily demonstrate your understanding of your submission you may be referred to UNSW Conduct & Integrity Office for investigation for academic misconduct and possible penalties.

For more information on Generative AI and permitted use please see [here](#).

OSCE/VIVA

Assessment Overview

This assessment task requires you to demonstrate your clinical reasoning skills, effective communication skills and competence in hands-on assessment and treatment techniques. You will be presented with case studies and asked to make clinical decision along the way. You will be required to draw upon knowledge and skills learnt throughout the course and demonstrate appropriate clinical assessment, patient education and treatment skills.

More details on this task are provided on your course Moodle site

Due date: exam period

Course Learning Outcomes

- CL01 : Collaborate with healthcare professionals to provide team-based healthcare within your scope of practice
- CL02 : Conduct safe, culturally sensitive, respectful, and patient-centred assessments for the lower quadrant underpinned by a biopsychosocial framework
- CL03 : Apply principles of rehabilitation and biomechanics to inform exercise prescription for a range of musculoskeletal conditions in a multidisciplinary setting
- CL04 : Analyse assessment findings to form a diagnosis for common musculoskeletal conditions of the lower quadrant informed by your knowledge of the clinical sciences
- CL06 : Formulate goal-orientated management plans for common musculoskeletal conditions of the lower quadrant

Detailed Assessment Description

Detailed information about this assessment will be provided on the course Moodle page.

Submission notes

Refer to Moodle for submission information.

Assignment submission Turnitin type

Not Applicable

Generative AI Permission Level

Not Applicable

Generative AI is not considered to be of assistance to you in completing this assessment. If you do use generative AI in completing this assessment, you should attribute its use.

For more information on Generative AI and permitted use please see [here](#).

Clinical Skills Checklist

Assessment Overview

This is a continuous assessment task designed to monitor and develop your clinical skills during the practical classes. You will have the opportunity to demonstrate your skills to your tutors each week during the practical classes and receive feedback on your performance via the clinical skills checklist. Competence in performing all clinical skills taught throughout the semester is cumulatively worth 35% of the overall course mark. You are expected to attend all scheduled practical classes.

More details on this task are provided on your course Moodle site

Course Learning Outcomes

- CLO2 : Conduct safe, culturally sensitive, respectful, and patient-centred assessments for the lower quadrant underpinned by a biopsychosocial framework
- CLO3 : Apply principles of rehabilitation and biomechanics to inform exercise prescription for a range of musculoskeletal conditions in a multidisciplinary setting
- CLO4 : Analyse assessment findings to form a diagnosis for common musculoskeletal conditions of the lower quadrant informed by your knowledge of the clinical sciences
- CLO6 : Formulate goal-orientated management plans for common musculoskeletal conditions of the lower quadrant

Detailed Assessment Description

Detailed information about this assessment will be provided on the course Moodle page.

Submission notes

Refer to Moodle for submission information.

Assignment submission Turnitin type

Not Applicable

Generative AI Permission Level

Not Applicable

Generative AI is not considered to be of assistance to you in completing this assessment. If you do use generative AI in completing this assessment, you should attribute its use. For more information on Generative AI and permitted use please see [here](#).

General Assessment Information

Detailed instructions regarding assessments for this course are provided on the course Moodle page (or Open Learning).

For student information on results, grades, and guides to assessment see: <https://student.unsw.edu.au/assessment>

Grading Basis

Standard

Requirements to pass course

In order to pass this course students must:

- Achieve a composite grade of at least 50 out of 100
- Meet any additional requirements specified in the assessment details section and on Moodle.

Course Schedule

Teaching Week/Module	Activity Type	Content
Week 1 : 9 September - 15 September	Lecture	Introduction to treatment of the musculoskeletal system and evidence-based practice
	Module	Pre-tutorial Module 1 - Clinical reasoning in musculoskeletal clinical practice
	Module	Pre-tutorial Module 2 – Clinical reasoning of diagnosis
	Tutorial	Applying clinical reasoning frameworks
	Laboratory	Regional examination for the ankle, knee and hip
	Laboratory	Soft tissue and joint palpation Introduction to lumbar PPIVM and PAIVM
Week 2 : 16 September - 22 September	Module	Pre-tutorial Module 1 – Acute knee injury
	Module	Pre-tutorial Module 2 - Musculoskeletal conditions of the knee
	Tutorial	Applying test sensitivity, specificity and likelihood ratios in a clinical context Patellofemoral pain and motor control impairment Severity, Irritability, Nature, Stage, and Stability (SINSS)
	Laboratory	Knee assessment
	Laboratory	Knee assessment and functional movement assessment
Week 3 : 23 September - 29 September	Module	Pre-tutorial Module 1 - Knee Osteoarthritis and Rheumatoid Arthritis
	Module	Pre-tutorial Module 2 – Total knee replacement (case study)
	Tutorial	Clinical decision making after ACL injury and total knee replacement
	Laboratory	Post-operative management and rehabilitation of TKR. Prescription of walking aids.
	Laboratory	Knee taping techniques
Week 4 : 30 September - 6 October	Lecture	Diagnostic triage of low back pain Management of low back pain Exercise for low back pain
	Module	Pre-tutorial Module 1 – Musculoskeletal conditions of the lumbar spine
	Module	Pre-tutorial Module 2 – Pelvic girdle pain (case studies)
	Tutorial	Diagnostic reasoning for low back pain disorders (case study – Roger)
	Laboratory	Neuro exam (lower limb)
	Laboratory	Lumbar spine and pelvic assessment cranial nerves assessment
Week 5 : 7 October - 13 October	Lecture	Introduction to Pain science The biopsychosocial model approach to pain Biopsychosocial assessment
	Tutorial	Physiotherapy management and exercise prescription for pelvic girdle pain (case studies)
	Laboratory	Manual therapy for lumbar spine
	Laboratory	Barriers to exercise with musculoskeletal pain (at Gym)
Week 6 : 14 October - 20 October	Activity	Skills Revision
Week 7 : 21 October - 27 October	Lecture	Clinical assessment of the hip and groin (+ case study)
	Module	Pre-tutorial module – Physiotherapy management of hip osteoarthritis
	Tutorial	Applying the NICE Guideline for management of hip OA
	Laboratory	Hip assessment
	Laboratory	Revision + skills check
Week 8 : 28 October - 3 November	Lecture	Physiotherapy management of hip and groin conditions
	Lecture	Control to Chaos Model (+ hamstrings strain case study)
	Tutorial	Management of Adductor-related groin pain (case study)
	Laboratory	Manual therapy for the hip
	Laboratory	Exercise prescription for hip conditions (gluteus medius tendinopathy case study)
Week 9 : 4 November - 10 November	Lecture	Clinical assessment of the ankle and foot
	Tutorial	Ankle injury case study (Gina)
	Laboratory	Foot and ankle assessment, functional tests, special tests, balance

Week 10 : 11 November - 17 November		assessment
	Laboratory	Control to chaos for return to play (at Gym)
	Lecture	Physiotherapy management of ankle and foot conditions
	Tutorial	Management of Tendinopathy (case study)
	Laboratory	Ankle / foot taping, mobilisation, exercise prescription
	Laboratory	Revision + skills check

Attendance Requirements

Students are expected to attend all scheduled teaching activities, including clinical, laboratory and tutorial classes. Some courses have specific attendance requirements, and an Unsatisfactory Fail (UF) may be recorded as the final grade for the course if students fail to meet the requirements, as specified in the course and assessment information provided on the course Moodle page.

As stipulated in the course information on Moodle, course attendance expectations are determined by the requirements of the accrediting body for each health discipline.

Where a student is unable to attend, they are advised to inform the course convenor, according to the instructions outlined on your course Moodle page.

General Schedule Information

The times and locations of classes can be found on [myUNSW](#) under Class Timetable.

The expected engagement for all UNSW 6UOC courses is 150 hours per term. This includes lectures, tutorials, readings, and completion of assessments and exam preparation (if relevant).

Course Resources

Prescribed Resources

ClinicaKey Student - <https://www.clinicalkey.com/student/institution-login>

Recommended Resources

Recommended resources for this course are provided on the course Moodle page.

Additional Costs

Some SoHS courses have additional costs. Please check the course Moodle page for information about additional costs for this course.

Course Evaluation and Development

Student feedback is taken seriously, and continual improvements are made to the course based, in part, on such feedback.

We use student feedback from myExperience surveys to develop and make improvements to the course each year. We do this by identifying areas of the course that require development from both the rating responses and written comments. Please spare a few minutes to complete the myExperience surveys for this course posted at the top of the Moodle page at the end of term.

Staff Details

Position	Name	Email	Location	Phone	Availability	Equitable Learning Services Contact	Primary Contact
Discipline coordinator	Michael Lee					No	Yes
Convenor	Wei-Ju Chang					No	No
	Alexander Engel					No	No

Other Useful Information

Academic Information

As a student of UNSW Medicine & Health you are expected to familiarise yourself with the contents of this course outline and the UNSW Student Code and policies and procedures related to your studies.

Student Code of Conduct

Throughout your time studying at UNSW Medicine & Health, you share a responsibility with us for maintaining a safe, harmonious and tolerant University environment. This includes within the courses you undertake during your degree and your interactions with the UNSW community, both on campus and online.

The [UNSW Student Code of Conduct](#) website provides a framework for the standard of conduct expected of UNSW students with respect to both academic integrity and your responsibility as a UNSW citizen.

Where the University believes a student may have breached the code, the University may take

disciplinary action in accordance with the [Student Misconduct Procedure](#).

The [Student Conduct and Integrity Office](#) provides further resources to assist you to understand your conduct obligations as a student at UNSW.

Academic Honesty and Plagiarism

Academic integrity

UNSW has an ongoing commitment to fostering a culture of learning informed by academic integrity. All UNSW staff and students have a responsibility to adhere to the principle of academic integrity, and ethical scholarship of learning is fundamental to your success at UNSW Medicine & Health.

Plagiarism, contract cheating, and inappropriate use of generative AI undermine academic integrity and are not tolerated at UNSW. For more information see the [Academic Integrity and Plagiarism toolkit](#).

In addition to the information you are required to review in your [ELISE training](#), UNSW Medicine & Health strongly recommends that you complete the [Working with Academic Integrity](#) module before submitting your first assessment task.

Referencing

Referencing is a way of acknowledging the sources of information that you use to research your assignments. Preferred referencing styles vary among UNSW Medicine & Health disciplines, so check your course Learning Management System (e.g. Moodle or Open Learning) page for information on preferred referencing styles.

For further information on referencing support and styles, see the Current Student [Referencing page](#).

Academic misconduct and plagiarism

At UNSW, academic misconduct is managed in accordance with the [Student Misconduct Procedure](#). Allegations of plagiarism are generally handled according to the [UNSW Plagiarism Management Procedure](#). Plagiarism is defined in the [UNSW Plagiarism Policy](#) and is not tolerated at UNSW.

Use of Generative AI and other tools in your assessment

UNSW has provided guiding statements for the [use of Generative AI in assessments](#). This will differ, depending on the individual assessment task, your course requirements, and the course stage within your program.

Your course convenor will outline if and how you can use Generative AI in each of your assessment tasks. Inappropriate use of generative AI is considered academic misconduct.

Options for the use of generative AI include: (1) no assistance (for invigilated assessments); (2) simple editing assistance; (3) drafting assistance; and (4) full assistance with attribution; and (5) Generative AI software-based assessments. See your individual assessment descriptions for the level of permitted use of generative AI for each task and see your course Moodle (or Open Learning) page for the full instructions on permitted use of generative AI in your assessment tasks for this course.

Instructions may include a requirement to submit the original generative AI responses, or drafts of your original work, or provide on request.

Submission of Assessment Tasks

Short extensions and special consideration

Short extension

UNSW has a short extension procedure for submission of assessment tasks. Not all tasks are eligible, and eligible tasks have a predetermined extension length. UNSW Medicine and Health have set School-level extension lengths for eligible assessment tasks. See your course assessment descriptions for more information.

Students must check the availability of a short extension in the individual assessment task information for their courses.

Short extensions do not require supporting documentation. They must be submitted through [Special Consideration](#) before the assessment task deadline. No late applications will be accepted.

Late penalties apply to submission of assessment tasks without approved extension.

Special consideration

In cases where illness, misadventure or other circumstances beyond your control will prevent you from submitting your assessment by the due date and you require an extension, you need to formally apply for [Special Consideration](#) through myUNSW.

UNSW has a **Fit to Sit/Submit rule**, which means that by sitting or submitting an assessment on the scheduled assessment date, you are declaring that you are fit to do so and cannot later apply for Special Consideration. Examinations include centrally timetabled examinations and scheduled, timed examinations and tests managed by your School.

Important information relating to Short Extension and Special Consideration is available [here](#), including eligibility for Special Consideration, circumstances where students with Equitable Learning Plans can apply for Short Extensions and Special Consideration, and the appeals process.

Examinations

Information about the conduct of examinations in your course is provided on your course Moodle page.

Timed online assessment tasks

If you experience a technical or connection problem during a timed online assessment, such as a timed quiz, you can apply for Special Consideration. To be eligible to apply you need to contact the Course Convenor and advise them of the issue immediately. You will need to submit an application for Special Consideration immediately, and upload screenshots, error messages or other evidence of the technical issue as supporting documentation. Additional information can be found on: <https://student.unsw.edu.au/special-consideration>

Other assessment tasks

Late submission of assessment tasks

UNSW has standard late submission penalties as outlined in the [UNSW Assessment Implementation Procedure](#), with no permitted variation. All late assignments (unless extension or exemption previously agreed) will be penalised by 5% of the maximum mark per calendar day (including Saturday, Sunday and public holidays).

Late submissions penalties are capped at five calendar days (120 hours). This means that a student is not permitted to submit an assessment more than 5 calendar days (120 hours) after the due date for that assessment (unless extension or exemption previously agreed).

Failure to complete an assessment task

You are expected to complete all assessment tasks for your courses. In some courses, there will be a minimum pass mark required on a specific assessment task (a “hurdle task”) due to the need to assure clinical competency.

Where a hurdle task is applicable, additional information is provided in the assessment information on your course Moodle page.

Feedback on assessments

Feedback on your performance in assessment tasks will be provided to you in a timely manner. For assessment tasks completed within the teaching period of a course, other than a final assessment, feedback will be provided 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.

Any variation from the above information that is specific to an assessment task will be clearly indicated in the course and assessment information provided to you on your course Moodle (or Open Learning) page.

Faculty-specific Information

Additional support for students

The university offers a wide range of support services that are available for students. Here are some links for you to explore.

- The Current Students Gateway: <https://student.unsw.edu.au>
- Academic Skills and Support: <https://student.unsw.edu.au/academic-skills>
- Student support: <https://www.student.unsw.edu.au/support>

- Student Wellbeing, Health and Safety: <https://student.unsw.edu.au/wellbeing>

Mind Smart Guides are a series of mental health self-help resources designed to give you the psychological flexibility, resilience and self-management skills you need to thrive at university and at work.

- Mind Smart Guides: <https://student.unsw.edu.au/mindsmart>
- Equitable Learning Services: <https://student.unsw.edu.au/els>
- Guide to studying online: <https://www.student.unsw.edu.au/online-study>

Most courses in UNSW Medicine & Health use Moodle as your Learning Management System. Guidance for using UNSW Moodle can be found on the Current Student page. Difficulties with Moodle should be logged with the IT Service Centre.

- Moodle Support: <https://student.unsw.edu.au/moodle-support>

The IT Service Desk is your central point of contact for assistance and support with remote and on-campus study.

- UNSW IT Service Centre: <https://www.myit.unsw.edu.au/services/students>

Course evaluation and development

At UNSW Medicine & Health, students take an active role in designing their courses and their overall student experience. We regularly seek feedback from students, and continuous improvements are made based on your input. Towards the end of the term, you will be asked to participate in the [myExperience survey](#), which serves as a source of evaluative feedback from students. Your input to this quality enhancement process is valuable in helping us meet your learning needs and deliver an effective and enriching learning experience. Student responses are carefully considered, and the action taken to enhance educational quality is documented in the myFeedback Matters section of your Moodle (or Open Learning) course page.

School Contact Information

School guidelines on contacting staff:

Course questions

All questions related to course content should be posted on Moodle or as directed by your Course Convenor.

In cases where email communication with course convenors is necessary, we kindly request the following:

- Use your official email address for any correspondence with teaching staff.
- We expect a high standard of communication. All communication should avoid using short-hand or texting language.
- Include your full name, student ID, and your course code and name in all communication.

Our course convenors are expected to respond to emails during standard working hours of Monday to Friday, 9am-5pm.

Administrative questions

If you have an administrative question about your program of study at the School please submit your enquiry online at [UNSW Ask Us](#).

Complaints and appeals

Student complaints and appeals: <https://student.unsw.edu.au/complaints>

If you have any grievances about your studies, we invite you to address these initially to the Course Convenor. If the response does not meet your expectations, you may then contact the School Grievance Officer, Dr Chris Maloney (c.maloney@unsw.edu.au)