



## UNSW Course Outline

# PLAN3007 Planning Practice: Institutions and Implementation - 2024

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## General Course Information

**Course Code :** PLAN3007

**Year :** 2024

**Term :** Term 1

**Teaching Period :** T1

**Is a multi-term course? :** No

**Faculty :** Faculty of Arts, Design and Architecture

**Academic Unit :** School of Built Environment

**Delivery Mode :** Multimodal

**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

Planning Practice: Institutions and Implementation is one of five courses designed to support

your practice year. As a suite, these courses will provoke you to draw upon your own experiences to think more critically about the planning sector's competing objectives and inform your development as a planning professional. In each of these courses you will bring real world examples of the opportunities and challenges of your professional placement into the classroom, and learn from the diversity of other students' experiences, to integrate insights across theory and practice.

In this course you will come to better understand the institutional frameworks within which planners work, including state and local governments and the design, development and property industries. You will learn how institutional operations and environments shape your professional life and influence how your skills and expertise can effectively be applied. This includes learning to implement your skills by exploring and unpacking the considerations of project management, finances, constraints and delivery, working in transdisciplinary teams and networks, managing conflicts and troubleshooting difficulties.

## Course Learning Outcomes

Course Learning Outcomes
CLO1 : Evaluate the institutional contexts and frameworks within which planning decisions are made.
CLO2 : Investigate academic debate regarding stakeholders involved in policy making and implementation.
CLO3 : Apply project management techniques to efficiently deliver complex planning projects.
CLO4 : Communicate clearly in interdisciplinary, professional contexts, including overcoming project difficulties.

Course Learning Outcomes	Assessment Item
CLO1 : Evaluate the institutional contexts and frameworks within which planning decisions are made.	<ul style="list-style-type: none"><li>• Developing a project brief</li><li>• Final quiz</li></ul>
CLO2 : Investigate academic debate regarding stakeholders involved in policy making and implementation.	<ul style="list-style-type: none"><li>• Developing a project brief</li><li>• Final quiz</li></ul>
CLO3 : Apply project management techniques to efficiently deliver complex planning projects.	<ul style="list-style-type: none"><li>• Recognising transdisciplinary contributions</li><li>• Final quiz</li></ul>
CLO4 : Communicate clearly in interdisciplinary, professional contexts, including overcoming project difficulties.	<ul style="list-style-type: none"><li>• Recognising transdisciplinary contributions</li><li>• Final quiz</li></ul>

# Learning and Teaching Technologies

Moodle - Learning Management System | Blackboard Collaborate

## Additional Course Information

### Participation expectations and access to final quiz

Your practice year courses are all about ensuring you have the skills - both hard and soft - to make the most of your work experience over the course of this year and set yourself up for your future career. All of the courses are taught by experienced planning practitioners, and you should treat them as an extension of your work in the office. With this in mind, there is **a clear expectation for these courses that you attend regularly and participate actively in all of the class sessions.**

It is expected that you engage and interact in the online evening sessions. To encourage this, **the final quiz for this course has a participation hurdle tied to it** - meaning active participation in the workshops and online classes in order to gain access to complete the final quiz.

Participation goes beyond just attendance - you need to be thoughtfully and proactively engaged in the discussions that happen during the workshops and online sessions (this includes having your camera on!) You won't be excluded from the quiz if you miss a single session, but if you're repeatedly absent without a reason (or effectively absent - i.e. just sitting in the online session, camera off, not talking), you can be excluded from the final quiz. Given the quiz is worth 30% of your final mark, it's important to make sure this doesn't happen - so be sure to get involved!

## Assessments

### Assessment Structure

Assessment Item	Weight	Relevant Dates
Developing a project brief Assessment Format: Individual	30%	Start Date: Not Applicable Due Date: 17/03/2024 09:00 PM
Recognising transdisciplinary contributions Assessment Format: Individual	40%	Start Date: Not Applicable Due Date: 26/04/2024 09:00 PM
Final quiz Assessment Format: Individual	30%	Start Date: 27/04/2024 09:00 AM Due Date: 05/05/2024 09:00 PM

# Assessment Details

## Developing a project brief

### Assessment Overview

You will play the role of a government planner, appointing a planning consultant (project details will be provided). In 1000 words, you will synthesise the project into a consultant's brief, outlining the job requirements of the successful consultant. It will be marked using a rubric and you will receive written feedback.

### Course Learning Outcomes

- CL01 : Evaluate the institutional contexts and frameworks within which planning decisions are made.
- CL02 : Investigate academic debate regarding stakeholders involved in policy making and implementation.

### Assessment Length

1000 words

### Assignment submission Turnitin type

This assignment is submitted through Turnitin and students can see Turnitin similarity reports.

## Recognising transdisciplinary contributions

### Assessment Overview

You will identify and outline the different 'technical reports' needed to support a planning proposal. Your 1500-word report will demonstrate comprehension of the technical work, identify professional skills/qualifications needed to undertake it and outline any critical paths between the different reports. It will be marked using a rubric with written feedback provided.

### Course Learning Outcomes

- CL03 : Apply project management techniques to efficiently deliver complex planning projects.
- CL04 : Communicate clearly in interdisciplinary, professional contexts, including overcoming project difficulties.

### Assignment submission Turnitin type

This assignment is submitted through Turnitin and students can see Turnitin similarity reports.

## Final quiz

### Assessment Overview

You will answer five short-answer questions (1-2 paragraphs). You will have 90mins to answer all

questions. It will be delivered online and accessed remotely. The questions will relate to course material and draw on your practice year experiences. Each question will be marked out of 6, against a rubric provided.

### Course Learning Outcomes

- CL01 : Evaluate the institutional contexts and frameworks within which planning decisions are made.
- CL02 : Investigate academic debate regarding stakeholders involved in policy making and implementation.
- CL03 : Apply project management techniques to efficiently deliver complex planning projects.
- CL04 : Communicate clearly in interdisciplinary, professional contexts, including overcoming project difficulties.

### Assignment submission Turnitin type

This is not a Turnitin assignment

## General Assessment Information

### Supplementary Assessment Information

In this course, a Supplementary Assessment may be offered at the end of term, after results for the course are finalised, to students who satisfy the following conditions:

- your final result in PLAN3007 is between 45-49FL.
- your failure of the course is not due to misconduct or lateness (and no other misconduct incidents or academic matters under review).
- you have not failed the course in previous years.
- you have attempted all assessment tasks in the course and met all attendance requirements if and as specified.

Your Course Convener will contact eligible students via email at the end of term.

A satisfactory grade for the Supplementary Assessment will result in a final mark/grade for the course of 50PS. An unsatisfactory grade for the Supplementary Assessment will result in no change to your original mark/grade for course. Once you have agreed to complete the supplementary assessment, you will have no further recourse to an appeal or a request for a review of results.

### Grading Basis

Standard

### Requirements to pass course

***The final quiz for this course has a participation hurdle tied to it*** - this means that you need to

participate actively in the workshops and online classes to be able to gain access to complete the final quiz. Participation goes beyond just attendance - you need to be thoughtfully and proactively engaged in the discussions that happen during the workshops and online sessions (this includes having your camera on!) You won't be excluded from the quiz if you miss a single session, but if you're repeatedly absent without a reason (or effectively absent - i.e. just sitting in the online session, camera off, not talking), you can be excluded from the final quiz. Given the quiz is worth 30% of your final mark, it's important to make sure this doesn't happen - so be sure to get involved!

## Course Schedule

### Attendance Requirements

Please see the information provided on the 'general' page regarding attendance/participation expectations for this course. If you anticipate having to miss more than one session for any reason, please contact Laura ([laura.crommelin@unsw.edu.au](mailto:laura.crommelin@unsw.edu.au)) to discuss.

### General Schedule Information

Introductory workshops - Tues 23 January 1-5pm; Wednesday 24 January 9am-5pm

Evening online sessions:

- 3007 Online block 1 (1800-2000, Tue): 27-Feb; 05-Mar; 12-Mar - Michael Bishop
- 3007 Online block 2 (1800-2000, Tue): 09-Apr; 16-Apr; 23-Apr - Mehra Jafari

## Staff Details

Position	Name	Email	Location	Phone	Availability	Equitable Learning Services Contact	Primary Contact
Undergraduate coordinator	Laura Crommelin		Room 2015, Anita B Lawrence Centre West Wing		please email to arrange a time	Yes	Yes

## Other Useful Information

### Academic Information

Due to evolving advice by NSW Health, students must check for updated information regarding online learning for all Arts, Design and Architecture courses this term (via Moodle or course information provided).

Please see: <https://www.unsw.edu.au/arts-design-architecture/student-life/resources-support/protocols-guidelines> for essential student information relating to:

- UNSW and Faculty policies and procedures;
- Student Support Services;
- Dean's List;
- review of results;
- credit transfer;
- cross-institutional study and exchange;
- examination information;
- enrolment information;
- Special Consideration in the event of illness or misadventure;
- student equity and disability;

And other essential academic information.

## Academic Honesty and Plagiarism

Plagiarism is using the words or ideas of others and presenting them as your own. It can take many forms, from deliberate cheating to accidentally copying from a source without acknowledgement.

UNSW groups plagiarism into the following categories:

- Copying: Using the same or very similar words to the original text or idea without acknowledging the source or using quotation marks. This includes copying materials, ideas or concepts from a book, article, report or other written document, presentation, composition, artwork, design, drawing, circuitry, computer program or software, website, internet, other electronic resource, or another person's assignment without appropriate acknowledgement.
- Inappropriate paraphrasing: Changing a few words and phrases while mostly retaining the original information, structure and/or progression of ideas of the original without acknowledgement. This also applies in presentations where someone paraphrases another's ideas or words without credit and to piecing together quotes and paraphrases into a new whole, without appropriate referencing.
- Collusion: Working with others but passing off the work as a person's individual work. Collusion also includes providing your work to another student for the purpose of them plagiarising, paying another person to perform an academic task, stealing or acquiring another person's academic work and copying it, offering to complete another person's work or seeking payment for completing academic work.
- Inappropriate citation: Citing sources which have not been read, without acknowledging the "secondary" source from which knowledge of them has been obtained.
- Duplication ("self-plagiarism"): Submitting your own work, in whole or in part, where it has previously been prepared or submitted for another assessment or course at UNSW or another university.

The UNSW Academic Skills support offers resources and individual consultations. Students are also reminded that careful time management is an important part of study. One of the identified causes of plagiarism is poor time management. Students should allow sufficient time for research, drafting and proper referencing of sources in preparing all assessment items. UNSW Library has the ELISE tool available to assist you with your study at UNSW. ELISE is designed to introduce new students to studying at UNSW, but it can also be a great refresher during your study.

Completing the ELISE tutorial and quiz will enable you to:

- analyse topics, plan responses and organise research for academic writing and other assessment tasks
- effectively and efficiently find appropriate information sources and evaluate relevance to your needs
- use and manage information effectively to accomplish a specific purpose
- better manage your time
- understand your rights and responsibilities as a student at UNSW
- be aware of plagiarism, copyright, UNSW Student Code of Conduct and Acceptable Use of UNSW ICT Resources Policy
- be aware of the standards of behaviour expected of everyone in the UNSW community
- locate services and information about UNSW and UNSW Library

### **Use of AI for assessments**

As AI applications continue to develop, and technology rapidly progresses around us, we remain committed to our values around academic integrity at UNSW. Where the use of AI tools, such as ChatGPT, has been permitted by your course convener, they must be properly credited and your submissions must be substantially your own work.

In cases where the use of AI has been prohibited, please respect this and be aware that where unauthorised use is detected, penalties will apply.

[Use of AI for assessments | UNSW Current Students](#)

## **Submission of Assessment Tasks**

### **Turnitin Submission**

If you encounter a problem when attempting to submit your assignment through Turnitin, please telephone External Support on 9385 3331 or email them on [externaleltsupport@unsw.edu.au](mailto:externaleltsupport@unsw.edu.au)



Support hours are 8:00am – 10:00pm on weekdays and 9:00am – 5:00pm on weekends (365 days a year). If you are unable to submit your assignment due to a fault with Turnitin, you may apply for an extension, but you must retain your ticket number from External Support (along with any other relevant documents) to include as evidence to support your extension application. If you email External Support, you will automatically receive a ticket number, but if you telephone, you will need to specifically ask for one. Turnitin also provides updates on their system status on Twitter.

Generally, assessment tasks must be submitted electronically via either Turnitin or a Moodle assignment. In instances where this is not possible, alternative submission details will be stated on your course's Moodle site. For information on how to submit assignments online via Moodle: <https://student.unsw.edu.au/how-submit-assignment-moodle>

### **Late Submission Penalty**

UNSW has a standard late submission penalty of:

- 5% per calendar day,
- for all assessments where a penalty applies,
- capped at five calendar days (120 hours) from the assessment deadline, after which a student cannot submit an assessment, and
- no permitted variation.

Students are expected to manage their time to meet deadlines and to request [Special Consideration](#) as early as possible before the deadline. Support with [Time Management is available here](#).

### **School Contact Information**

beadmin@unsw.edu.au