UNSW Course Outline

CRIM3025 Criminology Work Integrated Learning Placement - 2024

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General Course Information

Course Code : CRIM3025
Year : 2024
Term : Term 3
Teaching Period : T3
Is a multi-term course? : No
Faculty : Faculty of Law and Justice
Academic Unit : School of Law, Society and Criminology
Delivery Mode : Online
Delivery Format : Standard
Delivery Location : Kensington
Campus : Sydney
Study Level : Undergraduate
Units of Credit : 6

<u>Useful Links</u>

[Handbook](#) [Class Timetable](#)

Course Details & Outcomes

Course Description

This course provides you with the unique opportunity to gain practical experience and deeper

understanding of the criminal justice and related agencies. Aligned with UNSW's emphasis on work-integrated learning, this course is a structured and supported work placement designed to give you practical experience in tackling criminal justice challenges through working with an criminal justice/related government or non-government organisation. This will be a one-of a kind experience to help you understand how criminal justice works in practice.

This course is only available to students enrolled in the Bachelor of Criminology and Criminal Justice Program (BCCJ) and students enrolled in the Criminology Major in the Bachelor of Arts (BA). Enrolment is by course authority and is subject to a selection process involving a written submission and interview.

Course Aims
Relationship to Other Courses

This course is designed to draw on material and concepts from across the Criminology program. It requires you to reflect upon how experiences from the internship inform, extend, challenge or sit in tension with learning from other courses you have taken while at university.

Course Learning Outcomes

Course Learning Outcomes
CLO1 : Demonstrate an understanding of research and policy work in NGOs or government organisations
CLO2 : Develop insight into, and critically reflect upon, the dynamics of working within an organisation
CLO3 : Apply theoretical and practical knowledge in criminology

Course Learning Outcomes	Assessment Item
CLO1 : Demonstrate an understanding of research and policy work in NGOs or government organisations	• Placement Organisation Assessment • Reflective Placement Report
CLO2 : Develop insight into, and critically reflect upon, the dynamics of working within an organisation	• Placement Organisation Assessment • Reflective Placement Report
CLO3 : Apply theoretical and practical knowledge in criminology	• Reflective Placement Report

Learning and Teaching Technologies

Moodle - Learning Management System | Zoom

Learning and Teaching in this course

As noted earlier, the core learning environment for this course is the field placement. Supplementing your time on placement will be fortnightly fully online classes that are designed to support your placement experiene and help you work towards your two assignments.

Assessments

Assessment Structure

Assessment Item	Weight	Relevant Dates
Placement Organisation Assessment Assessment Format: Individual Short Extension: Yes (2 days)	40%	Start Date: Not Applicable Due Date: At the mid-point of your requirement placement hours (35 hours)
Reflective Placement Report Assessment Format: Individual Short Extension: Yes (2 days)	60%	Start Date: Not Applicable Due Date: One week after completion of your requirement placement hours (70 hours)

Assessment Details
Placement Organisation Assessment

Assessment Overview

Students write a report (1500 words) on the host organisation and its role in the community, as well as the challenges/ politics of the space it operates within. Written feedback and a numerical grade will be provided within ten working days of submission. Students will be assessed based on a rubric made available to them at the start of the course so they can work towards specified standards.

Course Learning Outcomes

- CLO1 : Demonstrate an understanding of research and policy work in NGOs or government organisations
- CLO2 : Develop insight into, and critically reflect upon, the dynamics of working within an organisation

Detailed Assessment Description

More detail about this assessment will be provided in class and via the Moodle page.

Assessment Length

1500 words

Assignment submission Turnitin type

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

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](#).

Reflective Placement Report

Assessment Overview

This task requires students to synthesise and critically reflect upon knowledge and experiences gained over the course of their placement and produce a report documenting key learning and how it relates to their program of study (2000 words total). Written feedback is provided within ten days of submission. A numerical grade is based on a rubric made available to students at the start of the course so that they can work towards specified standards.

Course Learning Outcomes

- CLO1 : Demonstrate an understanding of research and policy work in NGOs or government organisations
- CLO2 : Develop insight into, and critically reflect upon, the dynamics of working within an organisation
- CLO3 : Apply theoretical and practical knowledge in criminology

Detailed Assessment Description

More detail is provided in class and via the course Moodle page.

Assessment Length

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General Assessment Information

You are required to use Harvard referencing in this course. A guide to the UNSW Harvard referencing system, please see: https://www.student.unsw.edu.au/harvard-referencing

For further information on generative AI use in the Faculty of Law & Justice, please review the section titled 'Academic Honesty and Plagiarism' under the 'Other Useful Information' tab.

Grading Basis

Standard

Requirements to pass course

You must submit both assessments to pass this course, and achieve a grade at or above 50%.

Course Schedule

Teaching Week/Module	Activity Type	Content
Week 0 : 2 September - 8 September	Other	Please spend this week familiarizing yourself with the course Moodle page and materials.
Week 1 : 9 September - 15 September	Workshop	Session 1: Expectations, Your Learning Contract and Getting Started This workshop is a critical orientation to the course and your placement. It covers expectations for both you and your host organisation, the course assessments and other hurdle requirements (learning contract and timesheets).
Week 2 : 16 September - 22 September	Other	There are no scheduled classes this week. However, consultation times are available via appointment should you need to discuss anything related to the course or your placement. Please get in touch with the course convenor to organise a meeting should you need one.
Week 3 : 23 September - 29 September	Workshop	This workshop will cover your first few weeks of placement and provide in depth guidance for your first assignment.
Week 4 : 30 September - 6 October	Other	There are no scheduled classes this week. However, consultation times are available via appointment should you need to discuss anything related to the course or your placement. Please get in touch with the course convenor to organise a meeting should you need one.
Week 5 : 7 October - 13 October	Workshop	This week will cover any final questions about the first assignment, discuss your placement experiences and start looking forward to the final assignment.
Week 6 : 14 October - 20 October	Other	FLEXI WEEK - there are no classes this week.
Week 7 : 21 October - 27 October	Workshop	This session will cover discuss your internship experiences, provide space for critical reflection and take overview the final assignment.
Week 8 : 28 October - 3 November	Other	There are no scheduled classes this week. However, consultation times are available via appointment should you need to discuss anything related to the course or your placement. Please get in touch with the course convenor to organise a meeting should you need one.
Week 9 : 4 November - 10 November	Workshop	This session will provide a final opportunity for questions relating to the final assessment and wrap up the term.
Week 10 : 11 November - 17 November	Other	There are no scheduled classes this week. However, consultation times are available via appointment should you need to discuss anything related to the course or your placement. Please get in touch with the course convenor to organise a meeting should you need one.

Attendance Requirements

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

General Schedule Information

Your weekly placement hours form the core basis of your required attentance for this course. However, supplementing your placement hours are **fortnightly organised classes** that serve as a critical check-in for all students. These sessions are held in Week 1, 3, 5, 7 and 9 of the term. These sessions cover assignments, allow the open and safe discussion of experiences, and also allow for workshopping and problem-solving around issues, challenges or anything else that may come up during your placement.

Course Resources

Prescribed Resources

There are no required readings for this course. A leganto list will be developed during term to house readings that may be relevant to your assignment or to support your placement.

Course Evaluation and Development

Formal and informal feedback and evaluation is conducted during this course via MyExperience and classroom surveys. This feedback is taken seriously and has been used to inform the delivery of the placement. Previous feedback around requiring more space for de-briefing and discussion of placement experiences has been integrated into the current design.

Staff Details

Position	Name	Email	Location	Phone	Availability	Equitable Learning Services Contact	Primary Contact
Convenor	Phillip Wadds		Room 355, Level 3, Law & Justice Building	+61 2 9065 9693	Consultations available via appointment. Please email the course convenor to set up a time.	Yes	Yes

Other Useful Information

Academic Information

Upon your enrolment at UNSW, you share responsibility with us for maintaining a safe, harmonious and tolerant University environment.

You are required to:

- Comply with the University's conditions of enrolment.
- Act responsibly, ethically, safely and with integrity.
- Observe standards of equity and respect in dealing with every member of the UNSW community.
- Engage in lawful behaviour.
- Use and care for University resources in a responsible and appropriate manner.
- Maintain the University's reputation and good standing.

For more information, visit the UNSW Student Code of Conduct Website.

UNSW Law & Justice Assessment Policy

It is essential that all students undertaking this course read and abide by the UNSW Law & Justice Assessment Policy & Student Information. This document includes information on Class Attendance, Late Work, Word Limits, Marking, Special Consideration, Workload, and Academic Misconduct & Plagiarism. More information can also be found at Assessment & Exam Information.

Information regarding Course Outlines are subject to change and students are advised to check updates. If there is a discrepancy between the information posted here and the handbook or the UNSW Law & Justice website, please contact Student Services via The Nucleus Hub for advice. UNSW Law & Justice reserves the right to discontinue or vary such courses or staff allocations at any time. If your course is not here, please visit Handbook for information.

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 Student Code with respect to academic integrity, the University may take disciplinary action under the Student Misconduct Procedure. 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 Student Code, 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.

Generative AI

Using generative AI to conduct research or to organise your argument is not prohibited but is not encouraged. We note that the output from generative AI tools is often incorrect and almost always more superficial than is required to achieve a passing grade. Moreover, any substantive errors in the assessment, such as inappropriate references or incorrect statements, will be regarded negatively by the marker, just as they would if not generated by AI. You should limit your use of AI to simple editorial assistance, such as standard editing and referencing functions in word processing software in the creation of your submission. You must not use any functions that generate or paraphrase passages of text, whether based on your own work or not. If your marker or Turnitin identify the wrongful use of generative AI in the text of your assessment submission, including the use of paraphrasing software, your assessment may be referred to the

Student Integrity team for investigation. Please go to the link for further information about [referencing and acknowledging the use of artificial intelligence tools](#).

Prohibition on use of translation apps

With limited exceptions for language study, the course of study and assessment in Australian universities must be in English (Higher Education Standard Framework (Threshold Standards) 2021 1.5 6(c)).

In Law & Justice many classes have assessable class participation. This must be in English. **Use of a translation device to assist with contributions to class discussion is not allowed.** Marks for class participation may be reduced where use of translation devices is detected. Similar prohibitions apply to use of any other generative text app that is not specifically permitted by the class teacher. However, use of translation software to assist a student to understand material outside of class, or to assist with preparation for assessment is generally permitted.

Further considerations apply to LLB and JD students. International lawyers who seek to be admitted in NSW must satisfy an English proficiency test. That test is expressed as equivalent to IELTS scores of 7.0 -8.0 across the tests. It is assumed that UNSW graduates are at or above those levels of English proficiency. Use of translation apps can impede the attainment of that level of proficiency. Students should avoid behaviours that put them at risk of breach of legal requirements which can have significant consequences, including potential consequences for your admission as a lawyer.

Submission of Assessment Tasks

Before submitting assessment items all students must read and abide by the [UNSW Law & Justice Assessment Policy & Student Information](#).

Special consideration

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.

Feedback

UNSW Law & Justice appreciates the need for students to have feedback on their progress prior

to the last date for withdrawal without failure. All courses will therefore provide feedback to students prior to this date, as well as throughout the course. However, students should note that feedback does not take the form only of formal grades and written comments on written assessments. Rather, formative feedback, which helps students to self-assess, to identify misunderstandings, and to identify areas requiring further work, will occur during class and possibly online. For example, where a teacher asks the class a question, all students should think about how they might answer. Even though not all students will necessarily be able to respond orally, everyone can reflect on their tentative answer in light of the teacher's response and subsequent class discussion. If you are struggling to understand what is being asked in class, or if your tentative answers prove incorrect and subsequent discussion does not clear things up, then you should continue to ask questions (of yourself, your peers or your teacher). Similarly, you can get a sense of your ability in a course through peer feedback during group work, your teacher's responses to your in-class contributions, and your own response to in-class problems and examples (whether or not you are called on to relay your answer to the class) and also your online activities and responses by others to those activities. Students enrolled in this course may check their Moodle course page for details on the specific feedback used in this course.

Faculty-specific Information

Additional support for students

- Student support: https://www.student.unsw.edu.au/support
- Academic Skills and Support: https://student.unsw.edu.au/academic-skills
- Student Wellbeing, Health and Safety: https://student.unsw.edu.au/wellbeing
- Equitable Learning Services: https://student.unsw.edu.au/els
- UNSW IT Service Centre: https://www.myit.unsw.edu.au

Course improvement

Student feedback is very important to continual course improvement. This is demonstrated within the Faculty of Law & Justice by the implementation of the UNSW online student survey myExperience, which allows students to evaluate their learning experiences in an anonymous way. myExperience survey reports are produced from each survey. They are released to staff after all student assessment results are finalised and released to students. Course convenors will use the feedback to make ongoing improvements to the course. Students enrolled in this course may check their Moodle course page for details on the actions taken in response to evaluation feedback in Student Survey.

School Contact Information

Please contact Nucleus Student Hub for all enquiries. The Nucleus acts as a central communications hub for UNSW and will distribute your enquiry to the best person to respond.