



UNSW Course Outline

CEIC4000 Environment and Sustainability - 2024

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General Course Information

Course Code : CEIC4000

Year : 2024

Term : Term 2

Teaching Period : T2

Is a multi-term course? : No

Faculty : Faculty of Engineering

Academic Unit : School of Chemical Engineering

Delivery Mode : Multimodal

Delivery Format : Standard

Delivery Location : Kensington

Campus : Sydney

Study Level : Postgraduate, Undergraduate

Units of Credit : 6

Useful Links

[Handbook Class Timetable](#)

Course Details & Outcomes

Course Description

We hear every day about the destruction of forests, plastic in the oceans and carbon dioxide in the atmosphere. We hear that we all need to change, because our current lifestyles are unsustainable: eat less meat, drive less car, recycle our plastic and compost our food waste. But

is it enough? How much change do we need, to have a sustainable world? What should engineers do to help us achieve it, and why?

In this course we will grapple with these big questions. You'll be able to take an in-depth look at a sustainability issue that you're passionate about: its causes, consequences and implications. You'll also hear about lots of other issues that you'd never even heard of before and will develop the critical skills to challenge sloppy sustainability thinking wherever you find it. You'll also start to develop an understanding of the way our society, economy and environment interact, to make sense out of chaotic and rapidly changing world; and develop your ability to use ethical thinking to decide how you ought to behave in it.

Course Aims

This course is about about the sustainability of various human activities (most of which are directly or indirectly related to engineering) across a range of potentially limiting environmental circumstances. It aims to raise awareness of these issues and the use of sustainability tools to assess their status, or our performance in attempting to mitigate their impact and change our behaviour.

Consideration of these matters raises fundamental ethical questions, and hence the opportunity is taken to examine what ethical practice as a professional engineer means.

Course Learning Outcomes

Course Learning Outcomes
CL01 : Be aware of the causes and societal implications of a range of sustainability issues, with the ability to discuss at least one issue in detail
CL02 : Assess the impact of environmental issues on economic, social and environmental sustainability
CL03 : Advocate an ethical role for the professional engineer in the sustainability context
CL04 : Develop and communicate a logical argument
CL05 : Critically assess the arguments of others

Course Learning Outcomes	Assessment Item
CL01 : Be aware of the causes and societal implications of a range of sustainability issues, with the ability to discuss at least one issue in detail	<ul style="list-style-type: none">• Participation• Peer evaluations• Assignment
CL02 : Assess the impact of environmental issues on economic, social and environmental sustainability	<ul style="list-style-type: none">• Assignment Draft• Assignment
CL03 : Advocate an ethical role for the professional engineer in the sustainability context	<ul style="list-style-type: none">• Assignment Draft• Assignment
CL04 : Develop and communicate a logical argument	<ul style="list-style-type: none">• Assignment Draft• Assignment
CL05 : Critically assess the arguments of others	<ul style="list-style-type: none">• Participation• Peer evaluations

Learning and Teaching Technologies

Moodle - Learning Management System | Microsoft Teams

Learning and Teaching in this course

The course is designed around the delivery of a major assignment, which asks students to investigate a sustainability issue of their choice, in some depth, and to evaluate the role that the engineering profession ought to play. As we go through the term there are lectures, readings, and activities to develop the concepts and ideas that need to be applied in the assignment - with multiple ways to engage. Regular and detailed feedback, at both personal and class levels (through peer evaluation) ensures that unfamiliar concepts are understood and properly applied. Classes are offered in either fully online, or in blended mode (online lecture discussions with face-to-face tutorials).

Other Professional Outcomes

Engineers Australia, Professional Engineer Stage 1 Competencies

This course contributes to your development of the following EA Professional Engineer competencies

- PE1.3 In-depth understanding of specialist bodies of knowledge within the engineering discipline
- PE1.5 Knowledge of engineering design practice and contextual factors impacting the engineering discipline
- PE1.6 Understanding of the scope, principles, norms, accountabilities and bounds of sustainable engineering practice in the specific discipline
- PE2.1 Application of established engineering methods to complex engineering problem solving
- PE3.1 Ethical conduct and professional accountability
- PE3.2 Effective oral and written communication in professional and lay domains
- PE3.3 Creative, innovative and pro-active demeanour
- PE3.4 Professional use and management of information
- PE3.5 Orderly management of self, and professional conduct

Assessments

Assessment Structure

Assessment Item	Weight	Relevant Dates
Participation Assessment Format: Individual	15%	Start Date: Not Applicable Due Date: Most weeks
Assignment Draft Assessment Format: Individual Short Extension: Yes (3 days)	15%	Start Date: Week 1, Week 3, Week 5 Due Date: Week 3, Week 6, Week 8
Peer evaluations Assessment Format: Individual	20%	Start Date: Not Applicable Due Date: Weeks 4, Week 5, Week 9, Week 10
Assignment Assessment Format: Individual Short Extension: Yes (3 days)	50%	Start Date: Not Applicable Due Date: 09/08/2024 09:00 PM

Assessment Details

Participation

Assessment Overview

Participation during term is assessed for tutorial activities as described in the schedule. This is important as active participation allows students to communicate, form arguments, and learn

from a diversity of perspectives. Participation means you attempt all the aspects of the activity, such that meaningful feedback can be provided.

Course Learning Outcomes

- CL01 : Be aware of the causes and societal implications of a range of sustainability issues, with the ability to discuss at least one issue in detail
- CL05 : Critically assess the arguments of others

Assessment information

Activities in which participation is expected, varies week by week although it is typically related to tutorial class. This should be clear in the course schedule wherever "participate" is mentioned.

Assignment submission Turnitin type

This is not a Turnitin assignment

Assignment Draft

Assessment Overview

Early written work primarily for feedback so that students may improve the quality of their submissions. This assignment will be subjected to similarity checking and students can see the similarity reports. The maximum length is 1000 words maximum per part, including the bibliography.

Course Learning Outcomes

- CL02 : Assess the impact of environmental issues on economic, social and environmental sustainability
- CL03 : Advocate an ethical role for the professional engineer in the sustainability context
- CL04 : Develop and communicate a logical argument

Assessment Length

1000 words maximum, each part

Submission notes

Feedback will be available 2 weeks after due date

Assessment information

Word limit is as determined by Turnitin, and includes the bibliography.

You may, optionally, also submit your drafts through the Evaluation workshop tool in moodle. If you do this, your work will be peer reviewed and possibly discussed during tutorial. This will help the rest of the class through the discussion of general principles that may apply to their own

work, and will help you through more detailed, and earlier, feedback than you would otherwise receive.

Assignment submission Turnitin type

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

Peer evaluations

Assessment Overview

Assignment drafts and participation activities are peer evaluated according to the course schedule. Evaluation marks are awarded to you based on how closely your evaluation of the given work matches the tutor's assessment of the same work. Your evaluation work provides feedback points to the person you are assessing.

Course Learning Outcomes

- CL01 : Be aware of the causes and societal implications of a range of sustainability issues, with the ability to discuss at least one issue in detail
- CL05 : Critically assess the arguments of others

Assessment information

Selected student draft assignments will be discussed in tutorial in weeks 4 and 9, presentations delivered in tutorial in weeks 5 and 10. Evaluations are due by the end of the same week using the moodle workshop tool.

Note that while delivering a presentation is optional and attracts extra participation marks, evaluating drafts and presentations should be considered as a required component of assessment.

Assignment submission Turnitin type

This is not a Turnitin assignment

Assignment

Assessment Overview

This integrative and summative assignment will provide students with an opportunity to demonstrate their understanding of the topics covered in the course and apply knowledge to areas of their interest. This assignment is subjected to similarity checking and students can see similarity reports. Maximum length is 3000 words.

Course Learning Outcomes

- CL01 : Be aware of the causes and societal implications of a range of sustainability issues, with the ability to discuss at least one issue in detail
- CL02 : Assess the impact of environmental issues on economic, social and environmental sustainability
- CL03 : Advocate an ethical role for the professional engineer in the sustainability context
- CL04 : Develop and communicate a logical argument

Assessment Length

3000 words maximum

Assessment information

Word limit is as determined by Turnitin, and includes the bibliography. Students not meeting minimum requirements on the basis of the written submission may be eligible to demonstrate the course learning outcomes in interview.

Assignment submission Turnitin type

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

General Assessment Information

The indicated word limits will be strictly applied, and are as measured by Turnitin, NOT as determined by your word processor or any other means. If you submit something over the word limit, a penalty of 1% of the assignment value per word over the limit will be applied, up to a maximum penalty of 50%.

Grading Basis

Standard

Requirements to pass course

To pass the course you must achieve a composite course mark of at least 50 / 100

Course Schedule

Teaching Week/Module	Activity Type	Content
Week 0 : 20 May - 26 May	Online Activity	Read the course outline. Complete "I understand the terms and conditions" quiz to release course content (100% mark required, unlimited attempts allowed)
	Assessment	Complete "Your Views" survey for 15% of participation marks
Week 1 : 27 May - 2 June	Lecture	What does sustainability really mean, what will we be doing this term.
	Tutorial	Sustainability and sustainable development - not the same thing. Assignment topic selection.
	Assessment	Tutorial participation - 15% of participation marks
Week 2 : 3 June - 9 June	Lecture	Sustainability metrics and indicators. What they are and how they work. Simple metrics assess direct contribution to the change. Footprints include indirect contributions. Safe limits and the idea of absolute assessment. The Daly rules. Planetary boundaries and biogeochemical cycles.
	Tutorial	Sustainability assessment.
	Assessment	Tutorial participation - 15% of participation marks
Week 3 : 10 June - 16 June	Lecture	Basic ideas in ethics and what's meant by ethical reasoning. Hume's guillotine. A seminar from Joshua Greene.
	Tutorial	Ethics discussion.
	Assessment	Tutorial participation - 15% of participation marks
	Assessment	Assignment draft part 1 - 33% of draft assignment marks
Week 4 : 17 June - 23 June	Lecture	Review of metrics, absolute and relative. Dynamics are critical to understanding sustainability. Resource depletion dynamics. Population dynamics modelling. Ecological overshoot.
	Tutorial	Reading and evaluating peers' draft submissions.
	Assessment	Peer evaluation of draft part 1 - 25% of evaluation marks
Week 5 : 24 June - 30 June	Lecture	Life cycle assessment - guest lecturer Professor Tommy Wiedmann
	Assessment	OPTIONAL present your sustainability assessment in tutorial (limited places) - 30% of participation marks
	Tutorial	Presentation and evaluation of sustainability assessments
	Assessment	Peer evaluation of presentations - 25% of evaluation marks
Week 6 : 1 July - 7 July	Reading	Flex week - no formal classes. Use this week for reading and to develop your assignment.
	Assessment	Assignment draft part 2 - 33% of draft assignment marks
Week 7 : 8 July - 14 July	Lecture	Ethical frameworks, elements of moral reasoning, and professional ethics - guest lecturer Professor Stephen Cohen
	Tutorial	Engineering ethics case discussion.
	Assessment	Tutorial participation - 15% of participation marks
Week 8 : 15 July - 21 July	Lecture	Understanding societal collapse – population dynamics, structural demographics theory, and historical examples.
	Tutorial	Assignment ethics reasoning discussion.
	Assessment	Tutorial participation - 15% of participation marks
	Assessment	Assignment draft part 3 - 34% of draft assignment marks.
Week 9 : 22 July - 28 July	Lecture	The Limits to Growth.
	Tutorial	Evaluation of peers' draft part 3 submissions.
	Assessment	Evaluate draft part 3 submissions - 25% of evaluation marks
Week 10 : 29 July - 4 August	Lecture	Guest appearance from Professionals Australia - the hidden jobs market, engineering market news. Film screening with live chat (not recorded) - Surviving Progress (this is also available to rent or buy on YouTube - if you can't attend the class).
	Assessment	OPTIONAL present your whole assignment in tutorial (limited places) - 30% of participation marks
	Tutorial	Evaluation of peers' presentation of assignments.
	Assessment	Evaluate assignment presentations - 25% of evaluation marks

Attendance Requirements

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

Course Resources

Prescribed Resources

Videos, recorded lectures, required and suggested readings, tutorial sessions and recordings, plus links to other online resources will be provided on the course moodle page <https://moodle.telt.unsw.edu.au/course/view.php?id=79445>

Recommended Resources

There is a vast literature around sustainability and sustainability topics, and you will benefit enormously by reading widely and developing a mature and informed perspective on the course topics. A range of readings have been selected aligning with weekly topics, and are available through moodle.

Course Evaluation and Development

The assignment and its assessment criteria have been revised to make the requirements (and expectations for outstanding performance) clearer.

Staff Details

Position	Name	Email	Location	Phone	Availability	Equitable Learning Services Contact	Primary Contact
Convenor	Graeme Bushe II		Hilmer room 219	9385 5921	During office hours on Teams	No	Yes

Other Useful Information

Academic Information

I. Special consideration and supplementary assessment

If you have experienced an illness or misadventure beyond your control that will interfere with your assessment performance, you are eligible to apply for Special Consideration prior to, or within 3 working days of, submitting an assessment or sitting an exam.

Please note that UNSW has a Fit to Sit / Submit rule, which means that if you sit an exam or

submit a piece of assessment, you are declaring yourself fit enough to do so and cannot later apply for Special Consideration.

For details of applying for Special Consideration and conditions for the award of supplementary assessment, please see the information on UNSW's [Special Consideration page](#).

II. Administrative matters and links

All students are expected to read and be familiar with UNSW guidelines and policies. In particular, students should be familiar with the following:

- [Attendance](#)
- [UNSW Email Address](#)
- [Special Consideration](#)
- [Exams](#)
- [Approved Calculators](#)
- [Academic Honesty and Plagiarism](#)
- [Equitable Learning Services](#)

III. Equity and diversity

Those students who have a disability that requires some adjustment in their teaching or learning environment are encouraged to discuss their study needs with the course convener prior to, or at the commencement of, their course, or with the Equity Officer (Disability) in the Equitable Learning Services. Issues to be discussed may include access to materials, signers or note-takers, the provision of services and additional exam and assessment arrangements. Early notification is essential to enable any necessary adjustments to be made.

Note: This course outline sets out the description of classes at the date the Course Outline is published. The nature of classes may change during the Term after the Course Outline is published. Moodle or your primary learning management system (LMS) should be consulted for the up-to-date class descriptions. If there is any inconsistency in the description of activities between the University timetable and the Course Outline/Moodle/LMS, the description in the Course Outline/Moodle/LMS applies.

Academic Honesty and Plagiarism

UNSW has an ongoing commitment to fostering a culture of learning informed by academic integrity. All UNSW students have a responsibility to adhere to this principle of academic integrity. Plagiarism undermines academic integrity and is not tolerated at UNSW. *Plagiarism at*

UNSW is defined as using the words or ideas of others and passing them off as your own.

Plagiarism is a type of intellectual theft. It can take many forms, from deliberate cheating to accidentally copying from a source without acknowledgement. UNSW has produced a website with a wealth of resources to support students to understand and avoid plagiarism, visit: student.unsw.edu.au/plagiarism. The Learning Centre assists students with understanding academic integrity and how not to plagiarise. They also hold workshops and can help students one-on-one.

You are also reminded that careful time management is an important part of study and one of the identified causes of plagiarism is poor time management. Students should allow sufficient time for research, drafting and the proper referencing of sources in preparing all assessment tasks.

Repeated plagiarism (even in first year), plagiarism after first year, or serious instances, may also be investigated under the Student Misconduct Procedures. The penalties under the procedures can include a reduction in marks, failing a course or for the most serious matters (like plagiarism in an honours thesis or contract cheating) even suspension from the university. The Student Misconduct Procedures are available here:

www.gs.unsw.edu.au/policy/documents/studentmisconductprocedures.pdf

Submission of Assessment Tasks

Work submitted late without an approved extension by the course coordinator or delegated authority is subject to a late penalty of five percent (5%) of the maximum mark possible for that assessment item, per calendar day.

The late penalty is applied per calendar day (including weekends and public holidays) that the assessment is overdue. There is no pro-rata of the late penalty for submissions made part way through a day. This is for all assessments where a penalty applies.

Work submitted after five days (120 hours) will not be accepted and a mark of zero will be awarded for that assessment item.

For some assessment items, a late penalty may not be appropriate. These will be clearly indicated in the course outline, and such assessments will receive a mark of zero if not completed by the specified date. Examples include:

- Weekly online tests or laboratory work worth a small proportion of the subject mark;
- Exams, peer feedback and team evaluation surveys;
- Online quizzes where answers are released to students on completion;
- Professional assessment tasks, where the intention is to create an authentic assessment that has an absolute submission date; and,
- Pass/Fail assessment tasks.

Faculty-specific Information

[Engineering Student Support Services](#) – The Nucleus - enrolment, progression checks, clash requests, course issues or program-related queries

[Engineering Industrial Training](#) – Industrial training questions

[UNSW Study Abroad](#) – study abroad student enquiries (for inbound students)

[UNSW Exchange](#) – student exchange enquiries (for inbound students)

[UNSW Future Students](#) – potential student enquiries e.g. admissions, fees, programs, credit transfer

Phone

(+61 2) 9385 8500 – Nucleus Student Hub

(+61 2) 9385 7661 – Engineering Industrial Training

(+61 2) 9385 3179 – UNSW Study Abroad and UNSW Exchange (for inbound students)

School-specific Information

Course Workload

Course workload is calculated using the Units-Of-Credit (UOC). The normal workload expectation for one UOC is approximately 25 hours per term. This includes class contact hours, private study, other learning activities, preparation and time spent on all assessable work.

Most coursework courses at UNSW are 6 UOC and involve an estimated 150 hours to complete, for both regular and intensive terms. Each course includes a prescribed number of hours per week (h/w) of scheduled face-to-face and/or online contact. Any additional time beyond the prescribed contact hours should be spent in making sure that you understand the lecture

material, completing the set assignments, further reading, and revising for any examinations. Most 6 UoC courses will involve approximately 10-12 hours per week of work on your part. If you're not sure what to do in these hours of independent study, the resources on the [UNSW Academic Skills](#) pages offer some suggestions including: making summaries of lectures, read/summarise sections from the textbook, attempt workshop problems, reattempting workshop problems with some hints from the solutions, looking for additional problems in the textbook.

Full-time enrolment at university means that it is a *full-time* occupation for you and so you would typically need to devote 35 hours per week to your studies to succeed. Full-time enrolment at university is definitely incompatible with full-time employment. Part-time/casual employment can certainly fit into your study schedule but you will have to carefully balance your study obligations with that work and decide how much time for leisure, family, and sleep you want left after fulfilling your commitments to study and work. Everyone only gets 168 hours per week; overloading yourself with both study commitments and work commitments leads to poor outcomes and dissatisfaction with both, overtiredness, mental health issues, and general poor quality of life.

On-campus Class Attendance

Most classes at UNSW are "In Person" and run in a face-to-face mode only. Attendance and participation in the classes is expected. As an evidence-driven engineer or scientist, you'll be interested to know that education research has shown students learn more effectively when they come to class, and less effectively from lecture catch-up recordings. If you have to miss a class due to illness, for example, we expect you to catch up in your time, and within the coming couple of days.

For most courses that are running in an "in person" mode:

- Lectures are normally recorded to provide an opportunity to review material after the lecture; lecture recordings are not a substitute for attending and engaging with the live class.
- Workshops/tutorials are not normally recorded as the activities that are run within those sessions normally cannot be captured by a recording. These activities may also include assessable activities in some or all weeks of the term.
- Laboratories are not recorded and require in-person attendance. Missing laboratory sessions may require you to do a make-up session later in the term; if you miss too many laboratory sessions, it may be necessary to seek a Permitted Withdrawal from the course and reattempt it next year, or end up with an Unsatisfactory Fail for the course.
- Assessments will often require in-person attendance in a timetabled class or a scheduled examination.

Submission of Assessment Tasks

In the School of Chemical Engineering, all written work will be submitted for assessment via Moodle unless otherwise specified. Attaching cover sheets to uploaded work is *not* required unless specifically requested for an individual assessment task; when you submit work through Moodle for assessment you are agreeing to uphold the Student Code.

Some assessments will require you to complete the work online and it may be difficult for the course coordinator to intervene in the system after the due date. You should ensure that you are familiar with assessment systems well before the due date. If you do this, you will have time to get assistance before the assessment closes.

All submissions are expected to be neat and clearly set out. Your results are the pinnacle of all your hard work and should be treated with respect. Presenting results clearly gives the marker the best chance of understanding your method; even if the numerical results are incorrect. Please make it easy for the markers who are looking at your work to see your achievement and give you due credit.

Marking guidelines for assignment submissions will be provided at the same time as assignment details to assist with meeting assessable requirements. Submissions will be marked according to the marking guidelines provided.

Academic Integrity

Academic integrity is fundamental to success at university. Academic integrity can be defined as a commitment to six fundamental values in academic pursuits: honesty, trust, fairness, respect, responsibility and courage (International Center for Academic Integrity, 'The Fundamental Values of Academic Integrity', T. Fishman (ed), Clemson University, 2013). At UNSW, this means that your work must be your own, and others' ideas should be appropriately acknowledged. If you don't follow these rules, plagiarism may be detected in your work.

Further information about academic integrity and plagiarism can be located at:

- The [Current Students site](#)
- The [ELISE training site](#)

The Conduct and Integrity Unit provides further resources to assist you to understand your conduct obligations as a student: <https://student.unsw.edu.au/conduct>.

To help describe what we are looking for, here are some things that we consider to be quite acceptable (even desirable!) actions for many assessments, and some that we consider to be unacceptable in most circumstances. Please check with the instructions for your assessments and your course coordinator if you're unsure. As a rule of thumb, if you don't think you could look the lecturer in the eye and say "this is my own work", then it's not acceptable.

Acceptable actions

- ☒ reading/searching through material we have given you, including lecture slides, course notes, sample problems, workshop problem solutions
- ☒ reading/searching lecture transcripts
- ☒ reading/searching resources that we have pointed you to as part of this course, including textbooks, journal articles, websites
- ☒ reading/searching through your own notes for this course
- ☒ all of the above, for any previous courses
- ☒ using spell checkers, grammar checkers etc to improve the quality of your writing
- ☒ studying course material with other students

Unacceptable actions

- ☒ asking for help completing an assessment from other students, friends, family
- ☒ asking for help on Q&A or homework help websites
- ☒ searching for answers to the specific assessment questions online or in shared documents
- ☒ copying material from any source into your answers
- ☒ using generative AI tools to complete or substantially complete an assessment for you
- ☒ paying someone else to do the assessment for you

Referencing is a way of acknowledging the sources of information that you use to research your assignments. You need to provide a reference whenever you draw on someone else's words,

ideas or research. Not referencing other people's work can constitute plagiarism. Further information about referencing styles can be located at <https://student.unsw.edu.au/referencing>.

For assessments in the School of Chemical Engineering, we recommend the use of referencing software such as [Mendeley](#) or [EndNote](#) for managing references and citations. Unless required otherwise specified (i.e. in the assignment instructions) students in the School of Chemical Engineering should use either the APA 7th edition, or the American Chemical Society (ACS) referencing style as canonical author-date and numbered styles respectively.

Artificial intelligence tools such as ChatGPT, CodePilot, and built-in tools within Word are modern tools that are useful in some circumstances. In your degree at UNSW, we're teaching you skills that are needed for your professional life, which will include how to use AI tools responsibly plus lots of things that AI tools cannot do for you. AI tools already are (or will soon be) part of professional practice for all of us. However, if we were only teaching you things that AI could do, your degree would be worthless, and you wouldn't have a job in 5 years.

Whether the use of AI tools in an assessment is appropriate will depend on the goals of that assessment. As ever, you should discuss this with your lecturers – there will certainly be assessments where the use of AI tools is encouraged, as well as others where it would interfere with your learning and place you at a disadvantage later. Our goal is to help you learn how to ethically and professionally use the tools available to you. To learn more about the use of AI, [see this discussion we have written](#) where we analyse the strengths and weaknesses of generative AI tools and discuss when it is professionally and ethically appropriate to use them.

While AI may might provide useful tools to help with some assessments, UNSW's policy is quite clear that taking the output of generative AI and submitting it as your own work will never be appropriate, just as paying someone else to complete an assessment for you is serious misconduct.

Asking Questions

Asking questions is an important part of learning. Learning to ask good questions and building the confidence to do so in front of others is an important professional skill that you need to develop. The best place to ask questions is during the scheduled classes for this course, with the obvious exception being questions that are private in nature such as special consideration or equitable learning plans. Between classes, you might also think of questions – some of those you might save up for the next class (write them down!), and some of them you might ask in a

Q&A channel on Teams or a Q&A forum on Moodle. Please understand that staff won't be able to answer questions on Teams/Moodle immediately but will endeavour to do so during their regular working hours (i.e. probably not at midnight!) and when they are next working on this particular course (i.e. it might be a day or two). Please respect that staff are juggling multiple work responsibilities (teaching more than one course, supervising research students, doing experiments, writing grants, ...) and also need to have balance between work and the rest of their life.

School Contact Information

For assistance with enrolment, class registration, progression checks and other administrative matters, please see [the Nucleus: Student Hub](#). They are located inside the Library – first right as you enter the main library entrance. You can also contact them via <http://unsw.to/webforms> or reserve a place in the face-to-face queue using the UniVerse app.

For course administration matters, please contact the Course Coordinator.

Questions about the this course should normally be asked during the scheduled class so that everyone can benefit from the answer and discussion.