UNSW Course Outline

PHCM2001 Epidemiology - 2024

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General Course Information

Course Code : PHCM2001
Year : 2024
Term : Term 1
Teaching Period : T1
Is a multi-term course? : No
Faculty : Faculty of Medicine and Health
Academic Unit : School of Population Health
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

Epidemiology is a foundation discipline in public health. It is the study of who, where, what, why, and how of illness and disability in human populations: who is affected and most susceptible, where is it occurring, what are the causes, why is it occurring, and how is it spreading? Once we know this information, we can use the data gathered to plan and evaluate the effectiveness of

strategies to prevent illness and disability from occurring in the first instance or to manage the symptoms when it has already developed.

This course introduces students to epidemiological principles and methods such as basic tools for measuring illness and risk factors in the population, interpreting and assessing the quality of scientific health evidence by critiquing a range of study designs, and reporting on epidemiological research.

Course Aims

This core course introduces students to the quantitative methods that are the cornerstone of public health research and evidence-based public health policy and practice. Epidemiological methods are used to understand the distribution and determinants (the who where what why and how), and control of diseases in human populations. Students will be introduced to epidemiological principles through case studies, which will be examined for study design and their associated weaknesses and strengths. This course is taught with an emphasis on learning to identify public health issues and questions and on understanding epidemiological concepts well enough to be able to read, assess the information using accepted methods for scientific appraisal and report epidemiological research.

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
CLO1 : Calculate and interpret measures of disease occurrence and understand the difference between incidence and prevalence.
CLO2 : Calculate measures of association between exposures and disease and understand appropriate use of odds ratios, relative risks and other measures, as well as measures of public health impact.
CLO3 : Demonstrate understanding methods for standardisation of rates.
CLO4 : Demonstrate understanding of the applications of and the difference between observational and interventional epidemiology.
CLO5 : Describe appropriate study designs to assess population health status, determinants of health and health system utilisation, and measures of the efficacy of interventions in health.
CLO6 : Assess impact of study errors /bias on the validity of a study

Course Learning Outcomes	Assessment Item
CLO1 : Calculate and interpret measures of disease occurrence and understand the difference between incidence and prevalence.	• Quiz • Mid-term assignment • Final assignment • Weekly practice question completion
CLO2 : Calculate measures of association between exposures and disease and understand appropriate use of odds ratios, relative risks and other measures, as well as measures of public health impact.	• Quiz • Mid-term assignment • Final assignment • Weekly practice question completion
CLO3 : Demonstrate understanding methods for standardisation of rates.	• Quiz • Mid-term assignment • Final assignment • Weekly practice question completion
CLO4 : Demonstrate understanding of the applications of and the difference between observational and interventional epidemiology.	• Quiz • Mid-term assignment • Final assignment • Weekly practice question completion
CLO5 : Describe appropriate study designs to assess population health status, determinants of health and health system utilisation, and measures of the efficacy of interventions in health.	• Quiz • Mid-term assignment • Final assignment • Weekly practice question completion
CLO6 : Assess impact of study errors /bias on the validity of a study	• Quiz • Final assignment • Weekly practice question completion

Learning and Teaching Technologies

Moodle - Learning Management System | Blackboard Collaborate | Microsoft Teams

Learning and Teaching in this course

All course materials and course announcements are provided on the course learning management system, Moodle (or Open Access).

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.

Additional Course Information

Teaching strategies

Moodle is a learning management system used at UNSW. The resources and activities for this course will be provided on Moodle. You will also submit your assignments for this course via Moodle. If you are unfamiliar with Moodle, please visit: https://student.unsw.edu.au/moodle-support

Online lessons

The first activity each week is to complete the online lessons. The online lessons will introduce the key learning concepts for that week. The lessons are designed to be informative and interactive. Each lesson will include checkpoint questions and guided examples to reinforce your learning. Following completion of the online lessons, you will be required to read the allocated chapter(s) of the Webb, Bain and Page textbook which provide(s) a more in-depth explanation of the key learning concepts. In addition, similar to the online practice activity and the COVID-19 case series, the textbook provides more examples and practice questions that can further help you understand the key learning concepts.

Online practice activity

Each week, you are required to complete online practice activities based on the concepts introduced in the online lessons and textbook chapter. The online practice activities have been designed to provide instructions in a timely manner to assist you in completing the tasks. Also, an online discussion forum will be available for you to ask for assistance from your peers and teacher. To encourage you to undertake the online practice questions to strengthen the

knowledge that you learn from the lectures, 1 mark will be awarded upon correct completion of each weekly online practice task. In other words, a total of 10 marks will be awarded to those who correctly complete all 10 weekly online practice tasks (see Assessments section for more information). Since you must correctly complete the task to be awarded, each week, a PDF copy of the practice questions is made available so that you can work offline before uploading answers online. A PDF copy of the model answers for the practice questions will also be available for you to cross-check your work.

In addition to the online practice activities, additional practice questions from the textbook will also be provided to those who want to have a more practice to understand the concepts.

COVID-19 case series

Each week, you are expected to work on a series of COVID-19 case studies which are a non-assessed activity and have been aligned with the weekly learning outcomes so that you can be able to understand how epidemiology, particularly the knowledge covered in this course is applied in the field to investigate, control, and prevent coronavirus disease 2019. Like the online practice activity, these case studies can enforce your learning and help you sharpen your problem-solving skills in epidemiology to improve your performance in the assessments. The cases and related questions will be given at the beginning of each week together with the weekly lecture and online practice activity. It is highly recommended that you post your answers on Moodle and discuss with your peers and teacher. In detail, you should post your answers in the online forum if no-one has answered the questions yet. If someone has already posted his/her answers in the forum, you can then interact with your peers by expanding their answers and/or continuing to answer the teacher’s guided questions posted in the forum to expand the discussion. By doing this, you do not need to retype your answers if they are similar to the ones that have been already posted on Moodle. Please note that to encourage critical thinking, a PDF copy of the model answers for the COVID-19 case studies will only be available on Thursday of the week. It is recommended that you make an attempt to answer the questions before having a look at the model answers.

Learning checklist

Each week, an Online Learning Checklist will be made available for you to self-assess your own learning, determine gaps in your learning in relation to the course learning outcomes, and identify areas of weakness. Although this is a non-assessed activity, you are required to complete this weekly checklist in order to have access to the upcoming online lessons. This is because this

activity helps you keep on track in your learning and seek timely help to redress your weaknesses before the major assessments are submitted. Don't hesitate to seek assistance from your teacher if you feel that you need help. Similar to the online practice activity, a PDF copy of the weekly learning checklist is available for those that want to work offline before uploading answers online.

Tutorials (internal and external students)

There will be 9 weekly classroom tutorials scheduled every Friday between 1pm and 3pm (Sydney time). Week 6 is a 'flexi' week without any new lecture and thus, there will be no tutorial in this week. All students (i.e., internal and external students) are highly encouraged to attend live either in the classroom or online via MS Teams. We use a hybrid approach to tutorial delivery. The tutorials will be used to summarise the key learning concepts of the weekly lecture and discuss the COVID-19 case series to understand how epidemiology is used in practice. The weekly tutorials also provide you with the opportunity to discuss with your teacher other content of the course, its applications to your work and to learn from each other in an informal environment. Therefore, please attempt the learning activity questions before coming to the tutorial class. This allows you to participate in discussions and makes the tutorial a positive learning opportunity for all. All tutorials will be recorded and available via Moodle a few hours after 3pm the same day. Students who are unable to attend will be able to view the tutorial at a later time.

Webinars (external students)

If you are an external student, we run an optional webinar once a week to help you with the learning activities. In detail, there will be 10 weekly, non-compulsory, drop-in webinars scheduled every Friday between 3pm and 5pm (Sydney time) using Blackboard Collaborate Ultra. Blackboard Collaborate Ultra, a virtual classroom system, is a web-based system, which you will access via a link that has been already set up in your Moodle course. Unlike tutorials, there is a webinar in Week 6 in which both internal and external can attend. These webinars designed as Q&A sessions are an opportunity for students to discuss with the teacher in real time regarding any questions related to the corresponding weekly lecture and associated learning material. Given the nature of the webinars, it will not be recorded.

Assessments

Assessment Structure

Assessment Item	Weight	Relevant Dates
Quiz Assessment Format: Individual	20%	Start Date: Quiz 1: Open: Week 4: Mon 4 Mar 12:00; Quiz 2: Open: Week 9: Mon 8 Apr 12:00 Due Date: Quiz 1: Due: Week 4: Wed 6 Mar 12:00; Quiz 2: Due: Week 9: Wed 10 Apr 12:00
Mid-term assignment Assessment Format: Individual	25%	Start Date: 11/03/2024 12:00 PM Due Date: 25/03/2024 12:00 PM Post Date: 08/04/2024 12:00 PM
Final assignment Assessment Format: Individual	45%	Start Date: 08/04/2024 12:00 PM Due Date: 22/04/2024 12:00 PM Post Date: 06/05/2024 12:00 PM
Weekly practice question completion Assessment Format: Individual	10%	Start Date: 9am, each Monday Due Date: Not Applicable

Assessment Details

Quiz

Assessment Overview

- Description: There are two quizzes throughout the course. The first quiz assesses your understanding of content covered in Weeks 1-3, and the second quiz assesses your understanding of content covered in Weeks 4-7. There will be 10 multiple-choice questions (MCQs) in each quiz; each question is worth 1%. Individual feedback will be provided when the quiz closes.

Course Learning Outcomes

- CLO1 : Calculate and interpret measures of disease occurrence and understand the difference between incidence and prevalence.
- CLO2 : Calculate measures of association between exposures and disease and understand appropriate use of odds ratios, relative risks and other measures, as well as measures of public health impact.
- CLO3 : Demonstrate understanding methods for standardisation of rates.
- CLO4 : Demonstrate understanding of the applications of and the difference between observational and interventional epidemiology.
- CLO5 : Describe appropriate study designs to assess population health status, determinants of health and health system utilisation, and measures of the efficacy of interventions in health.
- CLO6 : Assess impact of study errors /bias on the validity of a study

Detailed Assessment Description

More detailed information about this assessment will be provided on the course Moodle page 10.

Assessment Length

10 multiple-choice questions (MCQs) in each quiz.

Submission notes

No short extension is available for this assessment task.

Assessment information

Use of generative AI

No Assistance: It is prohibited to use any software or service to search for or generate information or answers. If such use is detected, it will be regarded as serious academic misconduct and subject to the standard penalties, which may include 00FL, suspension and exclusion.

Assignment submission Turnitin type

This is not a Turnitin assignment

Mid-term assignment

Assessment Overview

- Description: In this written assessment, you will be expected to complete multiple short-answer questions requiring calculations and interpretations. The assessment includes content covered in Weeks 1-5. Individual feedback will be provided within ten working days of submission.

Course Learning Outcomes

- CLO1 : Calculate and interpret measures of disease occurrence and understand the difference between incidence and prevalence.
- CLO2 : Calculate measures of association between exposures and disease and understand appropriate use of odds ratios, relative risks and other measures, as well as measures of public health impact.
- CLO3 : Demonstrate understanding methods for standardisation of rates.
- CLO4 : Demonstrate understanding of the applications of and the difference between observational and interventional epidemiology.
- CLO5 : Describe appropriate study designs to assess population health status, determinants of health and health system utilisation, and measures of the efficacy of interventions in health.

Detailed Assessment Description

More detailed information about this assessment will be provided on the course Moodle pages 10-11.

Assessment Length

Multiple short-answer questions

Submission notes

A short extension of two days is available for this assessment task.

Assessment information

Use of generative AI

Simple Editing Assistance: for this assessment task, you may use AI-based software to research and prepare prior to writing your assessment. You are permitted to use standard editing and referencing functions in word processing software (e.g., this is limited to spelling and grammar checking and reference citation generation) in the creation of your submission. You must not use any functions that generate, paraphrase or translate passages of text, whether based on your own work or not. Please note that your submission will be passed through an AI-generated text detection tool. If your marker has concerns that your answer contains passages of AI-generated text, you may be asked to explain 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.

Assignment submission Turnitin type

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

Final assignment

Assessment Overview

- Description: In this written assessment, you will be expected to answer multiple questions requiring calculations and interpretations and based around an epidemiological study paper. The assessment includes content covered in Weeks 1-10. Individual feedback will be provided within ten working days of submission.

Course Learning Outcomes

- CLO1 : Calculate and interpret measures of disease occurrence and understand the difference between incidence and prevalence.
- CLO2 : Calculate measures of association between exposures and disease and understand

appropriate use of odds ratios, relative risks and other measures, as well as measures of public health impact.
- CLO3 : Demonstrate understanding methods for standardisation of rates.
- CLO4 : Demonstrate understanding of the applications of and the difference between observational and interventional epidemiology.
- CLO5 : Describe appropriate study designs to assess population health status, determinants of health and health system utilisation, and measures of the efficacy of interventions in health.
- CLO6 : Assess impact of study errors /bias on the validity of a study

Detailed Assessment Description

More detailed information about this assessment will be provided on the course Moodle pages 11-12.

Assessment Length

Multiple questions requiring calculations and interpretations.

Submission notes

A short extension of two days is available for this assessment task.

Assessment information

Use of generative AI

Simple Editing Assistance: for this assessment task, you may use AI-based software to research and prepare prior to writing your assessment. You are permitted to use standard editing and referencing functions in word processing software (e.g., this is limited to spelling and grammar checking and reference citation generation) in the creation of your submission. You must not use any functions that generate, paraphrase or translate passages of text, whether based on your own work or not. Please note that your submission will be passed through an AI-generated text detection tool. If your marker has concerns that your answer contains passages of AI-generated text, you may be asked to explain 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.

Assignment submission Turnitin type

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

Weekly practice question completion

Assessment Overview

- Description: Each week, you will be given a set of online practice questions based on the

concepts introduced in the weekly lessons. This assessment aims to encourage you to complete the practice questions to assist in understanding the lectures. Therefore, unlike quizzes, PDF copies of the weekly practice questions and model answers will be made available at the beginning of each week so that you can practice completing the questions as many times as possible before uploading answers online. The online practice activities have been designed to automatically provide feedback and instructions in a timely manner to assist you in completing the tasks. You can can also ask for assistance from peers and teacher using an online discussion forum.

Course Learning Outcomes

- CLO1 : Calculate and interpret measures of disease occurrence and understand the difference between incidence and prevalence.
- CLO2 : Calculate measures of association between exposures and disease and understand appropriate use of odds ratios, relative risks and other measures, as well as measures of public health impact.
- CLO3 : Demonstrate understanding methods for standardisation of rates.
- CLO4 : Demonstrate understanding of the applications of and the difference between observational and interventional epidemiology.
- CLO5 : Describe appropriate study designs to assess population health status, determinants of health and health system utilisation, and measures of the efficacy of interventions in health.
- CLO6 : Assess impact of study errors /bias on the validity of a study

Detailed Assessment Description

More detailed information about this assessment will be provided on the course Moodle pages 12-13.

Assessment Length

Several online practice questions each week.

Submission notes

No short extension is available for this assessment task.

Assessment information

Use of generative AI

Not applicable (the ideal answers have already been provided prior to the completion of the task).

Assignment submission Turnitin type

This is not a Turnitin assignment

General Assessment Information

Detailed instructions regarding assessments for this course are provided on the course Moodle page.

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

Adopting a critical approach to your assignments

It is important that you adopt a critical approach to the material that you source for assignments, to the required readings, and to other resources you are presented with during the course. Think about and evaluate the material which you are reading and which you are presenting in assignments. Attempt to cast aside your assumptions and biases and attempt to assess the logic and consistency of the material in light of the supporting evidence. Wide reading on a topic facilitates this.

Referencing

School of Population Health requires students to use either APA or Vancouver referencing styles for all assignments for this course.

It is your responsibility to learn either APA or Vancouver referencing and use it consistently to acknowledge sources of information (citing references). Failure to reference correctly may limit marks to PS or below. Guidelines for acknowledging sources of information can be found on the following websites:

- UNSW Library: http://subjectguides.library.unsw.edu.au/elise
- UNSW Academic Skills and Support: https://student.unsw.edu.au/skills

Word limits

All word limits are to be strictly adhered to (i.e. there is no 10% leeway). Word limits include all text (e.g. headings, title, main text) and exclude tables and figures, in-text citations (if you are using APA) and reference lists. Exceptions may apply. Please refer to your individual task description for exceptions..

Turnitin

All written assessment tasks in courses in the School of Population Health use Turnitin. Turnitin is a similarity and generative AI detection software that enables assignments to be checked against the submitted assignments of other students using Turnitin, as well as the internet. If you are unfamiliar with the Turnitin software, a demonstration can be found at: https://student.unsw.edu.au/turnitin

Originality and Generative AI reports

In School of Population Health courses, access to the originality report of your submission through Turnitin is available to you. Students do not have access to the Generative AI report.

In School of Population Health courses, you are permitted to resubmit until the assignment due date (each file uploaded overwrites the previous version). This will help you in self-reviewing and revising your submission until the due date. **No resubmissions will be allowed after the due date and time of the assignment.** Therefore, draft assignments submitted in this way will be regarded as the final version at the due date if you have not uploaded a subsequent, finalised version. IMPORTANT: there are delays in the availability of subsequent Originality reports. For more details, see https://www.student.unsw.edu.au/turnitin

Grading and feedback

You will be provided with feedback on your assignment via Moodle. You will be marked according to the marking assessment criteria listed for that specific assessment task. The aim of any academic feedback for an assessment task is not only to grade your work. Importantly, it is also to help you to identify your strengths and weaknesses, and how you can improve and progress in your studies and professional abilities.

In addition to feedback, you will receive a mark that reflects the overall quality of the work you have submitted across the marking criteria. The marking criteria for assessments in this course are provided on Moodle.

Please note these grading criteria are:

- Not intended to be a **rigid formula** for interpreting your result. The descriptive criteria for each grade provides the basis for consistent standards within and across our courses while still embracing academic judgement on how well you have achieved the standard required.
- Applied to **each assessment** task within a course. That is, the grading policy is used with

each assessment task specified for a course. Your final grade for a course is dependent on the combined sum of the grades across the number of specified assessment tasks.

- Based on a **criterion-referenced assessment**. That is grades are awarded on how well a student meets the standard required for a particular assessment task, not on how well they do compared to other students in the course.

Feedback on assessment and review of results

If you believe the mark you've received for an assessment task doesn't reflect your performance you should first check you have grounds to seek a review: https://student.unsw.edu.au/results

In the first instance, you should discuss your performance with your Course Convenor. In your communication, you should clearly outline the reasons you are seeking clarification and do so against the marking criteria for the assessment.

Students may also formally apply to have their results reviewed. An application, which includes a justification for the review must be submitted through The Nucleus (https://student.unsw.edu.au/results) **within 5 days** of receiving the result. A review of results may result in an increase or decrease in marks.

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 : 12 February - 18 February	Lecture	Introduction to epidemiology
	Tutorial	
	Web	Q&A, drop-in webinar (external students)
	Online Activity	
Week 2 : 19 February - 25 February	Lecture	Measures of frequency
	Tutorial	
	Web	Q&A, drop-in webinar (external students)
	Online Activity	
Week 3 : 26 February - 3 March	Lecture	Comparing frequency measures
	Tutorial	
	Web	Q&A, drop-in webinar (external students)
	Online Activity	
Week 4 : 4 March - 10 March	Lecture	Critical appraisal; Study designs
	Tutorial	
	Web	Q&A, drop-in webinar (external students)
	Online Activity	
	Assessment	A1: Quiz 1 (Due Wed 6 March 12PM)
Week 5 : 11 March - 17 March	Lecture	Cohort studies
	Tutorial	
	Web	Q&A, drop-in webinar (external students)
	Online Activity	
Week 6 : 18 March - 24 March	Other	'Flexi' week
	Web	Q&A, drop-in webinar (external and internal students)
Week 7 : 25 March - 31 March	Lecture	Case-control studies
	Tutorial	
	Web	Q&A, drop-in webinar (external students)
	Online Activity	
	Assessment	A2: Mid-term assessment (Due Mon 25 Mar 12PM)
Week 8 : 1 April - 7 April	Lecture	Randomised controlled trials
	Tutorial	
	Web	Q&A, drop-in webinar (external students)
	Online Activity	
Week 9 : 8 April - 14 April	Lecture	Selection bias and measurement bias
	Tutorial	
	Web	Q&A, drop-in webinar (external students)
	Online Activity	
	Assessment	A1: Quiz 2 (Due Wed 10 April 12PM)
Week 10 : 15 April - 21 April	Lecture	Confounding and effect modification Critically appraising epidemiological studies
	Tutorial	
	Web	Q&A, drop-in webinar (external students)
	Online Activity	
Week 11 : 22 April - 28 April	Assessment	A3: Final assessment (Due Mon 22 April 12PM) A4: Practice question completion (Due Thu 25 April 12PM)

Attendance Requirements

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

General Schedule Information

The times and locations of classes can be found on myUNSW under Class Timetable.

Students enrolled in online courses should also refer to Moodle as some classes are not centrally timetabled (e.g., workshops) and will not appear on the timetable website.

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

Learning resources for this course consist of the following and are available on Moodle:

1. *Course notes*
2. *Course readings (available on Leganto)*
3. *Lectures slides*
4. *Lecture recordings*
5. *Relevant course resources for each Module*
6. *Other (as required).*

There are no set text books for this course.

Recommended Resources

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

ENDNOTE: As a UNSW student Endnote is freely available to you. If you don't already use Endnote you are recommended to download it and learn it now: https://www.myit.unsw.edu.au/software-students

You can find details about Endnote training here: https://www.library.unsw.edu.au/research/support-for-your-research/managing-references

Additional Costs

There are no additional costs associated with 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
Convenor	Minh Cuong Duong		Samuels Building, F25, Samuel Terry Ave, Kensington NSW 2052	+61293851185	Monday-Friday, working hours	Yes	Yes

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 Plagarism

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 your assessment tasks. Options for the use of generative AI include: (1) no assistance; (2) simple editing assistance; (3) planning assistance; and (4) full assistance with attribution.

You may be required to submit the original generative AI responses, or drafts of your original work. Inappropriate use of generative AI is considered academic misconduct.

See your course Moodle (or Open Learning) page for the full instructions for individual assessment tasks for your course.

Submission of Assessment Tasks

Short extensions and special consideration

Short extension

Commencing in Term 1, 2024, UNSW has introduced 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 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 short term events beyond your control affect your performance in a specific assessment task you may formally apply for Special Consideration through myUNSW.

UNSW has a **Fit to Sit rule**, which means that by sitting an examination on the scheduled 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-specific Information

Additional Resources

Additional resources are available on the SPH website: https://sph.med.unsw.edu.au/current-students/student-resources

Subject guides

Use these guides as a quick and easy pathway to locating resources in your subject area. These

excellent guides bring together the core web and print resources in one place and provide a one click portal into the online resources.

UNSW Library Subject Guides: http://subjectguides.library.unsw.edu.au/subjectguides

Public Health Subject Guide: http://subjectguides.library.unsw.edu.au/publichealth

Recording of lectures, tutorials and other teaching activities

Lectures, tutorials and other teaching activities *may* be recorded. Students should be advised that they are consenting to the recording by their enrolment in the course or participation in the activity. The purpose of audio and video recordings is to enhance the student experience by supporting engaged learning in an online teaching environment and ensure equitable access to all course resources for our students. If you have concerns about accessing course recordings, or being recorded, please contact the Course Convenor.

School Contact Information

School guidelines on contacting staff:

Course questions

All questions related to course content should be posted on Moodle (or Open Learning) 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, A/Prof Timothy Dobbins (t.dobbins@unsw.edu.au).