



## UNSW Course Outline

# SOCW2003 Introduction to Social Work Counselling and Assessment - 2024

Published on the 12 Feb 2024

## General Course Information

**Course Code :** SOCW2003

**Year :** 2024

**Term :** Term 1

**Teaching Period :** T1

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

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

**Academic Unit :** School of Social Sciences

**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

This course introduces you to foundational social work skills and approaches central to

developing effective client relationships. You will learn key relational Social Work counselling skills, including engagement, attending, reflective listening, empathy and asking questions. These skills constitute the bedrock of social work practice with clients regardless of the practice method used. You will also learn how to conduct a social work multi-dimensional client assessment identifying and producing a report on key domains which include presenting problems, relationships, social networks, risks faced by the person, strengths and suitable goals for counselling.

## Course Learning Outcomes

Course Learning Outcomes
CL01 : Identify and define key concepts in Social Work counselling communication, engagement and assessment
CL02 : Demonstrate skills of empathic engagement with clients
CL03 : Critically appraise and reflect on own performance of counselling interview skills
CL04 : Analyse case material to determine needs and issues experienced by potential service users and report these in line with social work counselling concepts
CL05 : Formulate goals and plans for brief intervention in counselling

Course Learning Outcomes	Assessment Item
CL01 : Identify and define key concepts in Social Work counselling communication, engagement and assessment	• Client multi-dimensional assessment report
CL02 : Demonstrate skills of empathic engagement with clients	• Interview Analysis
CL03 : Critically appraise and reflect on own performance of counselling interview skills	• Interview Analysis
CL04 : Analyse case material to determine needs and issues experienced by potential service users and report these in line with social work counselling concepts	• Client multi-dimensional assessment report
CL05 : Formulate goals and plans for brief intervention in counselling	• Client multi-dimensional assessment report

## Learning and Teaching Technologies

Moodle - Learning Management System

# Assessments

## Assessment Structure

Assessment Item	Weight	Relevant Dates
Interview Analysis	50%	Due Date: 17/03/2024 11:59 PM
Client multi-dimensional assessment report	50%	Due Date: 22/04/2024 11:59 PM

## Assessment Details

### Interview Analysis

#### Assessment Overview

This two part assessment involves i) students submitting a video demonstration of key skills including active listening, empathy and effective questioning and; ii) a 2000 word critical analysis and self reflection on the interview submitted. Both the video and self reflection are submitted and assessed together.

Comments, rubric (Moodle), 2 weeks post due date.

#### Course Learning Outcomes

- CL02 : Demonstrate skills of empathic engagement with clients
- CL03 : Critically appraise and reflect on own performance of counselling interview skills

#### Detailed Assessment Description

The video component will be undertaken during your week 4 tutorial. Further details on Moodle

#### Assessment Length

2,000 words plus 5 minute video interview filmed in class

#### Submission notes

Videos are to be uploaded submitted via onedrive

#### Assessment information

Further information will be provided on Moodle. Please note the special consideration extension applies to the written component only.

If required, a 3-day automatic Short Extension without documentation is available for this assessment. You can apply by accessing the Short Extension Student Portal on the Special Consideration login page. This will be visible, and open for student applications, from 13

February 2024.

### **Assignment submission Turnitin type**

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

### **Hurdle rules**

Students must complete the video of a counselling role play during the week 4 tutorial, the video is assessed alongside a written critical reflection.

## **Client multi-dimensional assessment report**

### **Assessment Overview**

Students develop a 2000-word client assessment report based on podcast interviews which includes a family genogram, and assessment of client issues, functioning, relationships, social networks, cultural and societal context, risks, strengths, and goals for counselling intervention.

Comments, rubric (Moodle), 2 weeks post due date. This is the final assessment for this course, for attendance purposes.

### **Course Learning Outcomes**

- CL01 : Identify and define key concepts in Social Work counselling communication, engagement and assessment
- CL04 : Analyse case material to determine needs and issues experienced by potential service users and report these in line with social work counselling concepts
- CL05 : Formulate goals and plans for brief intervention in counselling

### **Assessment Length**

2000 +/- 10 %

### **Assessment information**

Further details will be posted on Moodle

### **Assignment submission Turnitin type**

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

## **General Assessment Information**

Detailed assessment guidelines will be provided in class and on Moodle.

**Please also note the School Policy on the use of Generative AI**

The School of Social Sciences does not endorse the use of generative AI for assessment purposes because it uses the words or ideas of others and presents them as one's own. This is plagiarism which can take different forms such as deliberate cheating to accidental copying from a source without acknowledgment.

We understand that students may use standard editing and referencing software such as Microsoft Office or Grammarly. These tools are accepted practice. If students do, however, use generative AI in developing their assessment, they must acknowledge their use and the extent of their use by providing a transcript of the output generated by tools such as ChatGPT when they submit their assessment. If the use of generative AI such as ChatGPT is detected, *without acknowledgement and/or attribution*, it will be regarded as serious academic misconduct and subject to the standard penalties, which may include 00FL, suspension and exclusion.

### Grading Basis

Standard

### Requirements to pass course

Attend required lectures and tutorials (as outlined in the attendance section) and complete both assessment tasks (including completing and submitting the recorded video component of assessment 1 in the week 4 tutorial). Students who do not complete and submit the video component in week 4 and submit both assessments cannot pass the course. In order to pass this course students require a final total mark of 50/100.

## Course Schedule

Teaching Week/Module	Activity Type	Content
Week 1 : 12 February - 18 February	Topic	Intro to SW Counselling & Counselling Skills
Week 2 : 19 February - 25 February	Topic	Counselling skills & helping relationships
Week 3 : 26 February - 3 March	Topic	Counselling skills:- asking effective questions
Week 4 : 4 March - 10 March	Assessment	Conducting a (First) session and Assessment task- counselling skills video assessment recording
Week 5 : 11 March - 17 March	Topic	Assessment and assessment frameworks
Week 6 : 18 March - 24 March	Reading	Reading/ flexibility week
Week 7 : 25 March - 31 March	Topic	Understanding experiences and functioning
Week 8 : 1 April - 7 April	Topic	Assessing family and social relationships
Week 9 : 8 April - 14 April	Topic	Risk and risk assessment
Week 10 : 15 April - 21 April	Topic	Goals, contracting and review

# Attendance Requirements

Please also see Social Work Attendance statement in Moodle.

This is a Social Work practice course and has attendance requirements. To meet the learning outcomes for this course active participation and attendance in all learning tasks, activities and classes is required. You must attend all scheduled classes including online lectures and your tutorial.

Lectures in this course are designed to provide essential learning, this means you must attend all 9 lectures, which are being offered online via ZOOM BEFORE your scheduled tutorial. If you miss or do not catchup on lectures before the relevant tutorial, you will struggle to engage in the tutorial learning and pass the course assignments.

Tutorials are designed to provide essential further knowledge and application of content; it is a course requirement that you will attend all of the 9 tutorials. Tutorials also include information and essential components of assessment tasks; and an assessment task is held during the tutorial in week 4.

Missing any tutorial will compromise your ability to meet the learning outcomes for the course. For this reason, it is not generally possible to approve absences of more than 20% (maximum two tutorials). Makeup work may be expected for any missed tutorials (noting that as a practice course makeup work is limited in supporting learning outcomes). Lectures are delivered online and recorded - therefore you should not miss any lecture content. Students who fail to meet attendance or participation requirements, and who do not have approval of the course convenor, may receive a failure or reduced marks for this course, and may be referred to Academic risk for further support.

You are responsible for keeping track of your attendance and contacting your course convenor (Dr Jane Mowll [j.mowll@unsw.edu.au](mailto:j.mowll@unsw.edu.au)) immediately if you are concerned about your attendance record and its impact on your ability to complete your course successfully. If you experience a situation that will impact on your attendance please communicate with your course convenor, Dr Jane Mowll and your course tutor as soon as possible.

## Course Resources

### Prescribed Resources

Weekly readings will be taken from a variety of sources- they are available via the READING link

in Moodle and in the Library There is no one prescribed book for the course

READINGS include:

Miller, Lisa. (2011) Counselling Skills for Social Work, SAGE Publications, 2011 Chapter 1  
Multicultural frameworks for using counselling skills in social work practice

Higham, P. (2019) Communication and Interviewing Skills for Practice in Social Work, Counselling  
and the Health Professions Chapter 3 The Professional practitioner (10 pages)

Healy, K. (2018) The Skilled Communicator in Social Work%Ű: the Art and Science of  
Communication in Practice Chapter 3 Core communication Skills

McLeod J. & McLeod J. (2011) Counselling Skills: a Practical Guide for Counsellors and Helping  
Professionals Chapter 4 An A-Z of Counselling Skills pp 42-67

Loughran, H (2018) Counselling Skills for Social Work. Questioning (Chapter 5) Routledge  
102-122

Higham, P. (2019) Communication and Interviewing Skills for Practice in Social Work, Counselling  
and the Health Professions Chapter 2 The person Who Receives Services

Harms L. (2015) Working with people: Communication Skills for Reflective Practice. Chapter 6  
Engagement Skills pp 110-121

Miller, Lisa. (2011) Counselling Skills for Social Work, SAGE Publications, 2011 Chapter 2 A  
Person-centred Approach to Using Counselling Skills in Social Work Practice

Loughran, H (2018) Assessing and Assessment (Chapter ) Counselling Skills for Social Work.  
Routledge 123-148

Harms L. (2015) Working with people: Communication Skills for Reflective Practice. Chapter 9  
Assessment Skills pp 161- 174

McGoldrick, M., Gerson, R. & Shellenberger, S., (2008) Developing a Genogram to Track Family  
Patterns, in Genograms: Assessment & Intervention, Norton, N.Y. Ch. 2. pp. 13-45 (3rd edition)

Barsky, A. E. (2022). Sexuality-and Gender-Inclusive Genograms: Avoiding Heteronormativity and  
Cisnormativity. Journal of Social Work Education, 58(2), 379-389.

Michiel-Derksen, A. (2022). The seven-generation concentric circular genogram. *AlterNative: An International Journal of Indigenous Peoples*, 18(1), 10-18.

Hepworth, D., Rooney, G., Rooney, R., & Strom-Gottfried, K. (2017) *Direct Social Work Practice : Theory and Skills* Cengage Learning Boston, MA (10th edition) Ch. 9 Assessment: Intrapersonal, Interpersonal and Environmental Factors P.215-249

Granello, D, H, (2010) The Process of Suicide Risk Assessment: Twelve Core Principles, *Journal of Counseling and Development* 88 (3) (Summer 2010): 363-371

Bickerton, Hense et al (2007) "Safety First A Model of Care for Working Systemically With High Risk Young People and Their Families in an Acute CAMHS Service" *Australian and New Zealand Journal of Family Therapy* 28 (3) pp. 121–129

Sheafor B. & Horesji, C. (2015) Ch. 8, Basic Communication & Helping Skills, in *Techniques and Guidelines for Social Work Practice*, 110th Ed., pp. 134-165, Allen and Unwin, Boston chapter 12 "Planning and contracting" (pg. 276-308).

## Course Evaluation and Development

Student feedback will be gathered in class and using the MyExperience surveys at the end of semester.

Based on feedback received in previous years, readings have been more targeted, lectures are now online in Zoom, more information on assessment tasks is provided and some tutorial activities changed.

## Staff Details

Position	Name	Email	Location	Phone	Availability	Equitable Learning Services Contact	Primary Contact
Convenor	Dr. Jane Mowll		Morven Brown	02 9065 7040	Please email to make an appointment	Yes	Yes
Tutor	Elizabeth May		Morven Brown		Please email to make an appointment	No	No
	Louise Harvey		Morven Brown		Please email to make an appointment	No	No
	Sema Mustafa		Morven Brown		Please email to make an appointment	No	No
	Caroline Wraith		Morven Brown		Please email to make an appointment	No	No

# Other Useful Information

## Academic Information

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

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

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

And other essential academic information.

## Academic Honesty and Plagiarism

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

UNSW groups plagiarism into the following categories:

- Copying: Using the same or very similar words to the original text or idea without acknowledging the source or using quotation marks. This includes copying materials, ideas or concepts from a book, article, report or other written document, presentation, composition, artwork, design, drawing, circuitry, computer program or software, website, internet, other electronic resource, or another person's assignment without appropriate acknowledgement.
- Inappropriate paraphrasing: Changing a few words and phrases while mostly retaining the original information, structure and/or progression of ideas of the original without acknowledgement. This also applies in presentations where someone paraphrases another's ideas or words without credit and to piecing together quotes and paraphrases into a new whole, without appropriate referencing.

- Collusion: Working with others but passing off the work as a person's individual work. Collusion also includes providing your work to another student for the purpose of them plagiarising, paying another person to perform an academic task, stealing or acquiring another person's academic work and copying it, offering to complete another person's work or seeking payment for completing academic work.
- Inappropriate citation: Citing sources which have not been read, without acknowledging the "secondary" source from which knowledge of them has been obtained.
- Duplication ("self-plagiarism"): Submitting your own work, in whole or in part, where it has previously been prepared or submitted for another assessment or course at UNSW or another university.

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

Completing the ELISE tutorial and quiz will enable you to:

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

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

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

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

## Submission of Assessment Tasks

### Turnitin Submission

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

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

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

### Late Submission Penalty

UNSW has a standard late submission penalty of:

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

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

## School Contact Information

### School of Social Sciences

**Location:** Room 159, Morven Brown Building (C20), Kensington campus

**Opening Hours:** Monday – Friday, 9am – 5pm (except public holidays)

**Telephone:** +61 2 9385 1807

**Email:** [soss@unsw.edu.au](mailto:soss@unsw.edu.au)

**Web:** <https://www.unsw.edu.au/arts-design-architecture/our-schools/social-sciences>