



## UNSW Course Outline

# NEUR3121 Molecular and Cellular Neuroscience - 2024

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## General Course Information

Course Code : NEUR3121

Year : 2024

Term : Term 1

Teaching Period : T1

Is a multi-term course? : No

Faculty : Faculty of Medicine and Health

Academic Unit : School of Biomedical Sciences

Delivery Mode : In Person

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 provides an integrative approach to understanding cellular neuroscience. It begins with an understanding of cell membranes and the mathematical equations that describe the movement of ions. It then builds a repertoire of the key molecules that underlie the processes of

signalling in neural cells. These are then combined to understand the behaviour of neural cell signalling and how these may be manipulated experimentally to understand the function. Topic areas include: how electrical signals are generated across cell membranes; the function, properties and structure of ion channels, receptors and transporters; how nerve cells communicate with each other in the brain, including synaptic transmission and receptor-mediated signalling; how alterations in function can lead to disease states; experimental techniques in cellular neuroscience; application of molecular biology techniques to manipulate and explore the function of molecules in the nervous system.

## Course Aims

- Develop your understanding of biophysical principles that determine the electrical excitability of neurons.
- Develop your understanding of the function of molecular components of neuronal signalling, how they interact, and the experimental techniques used to investigate them.
- Use your understanding of neuronal signalling and experimental techniques to problem solve, explain, and predict neuronal excitability and signalling.
- Employ and develop your teamwork skills to work collaboratively and effectively on a small-team project.
- Develop skills in the interpretation and analysis of scientific data and literature and the written communication of this information in an accessible manner.

## 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](#).
- Progression plans for UNSW Science programs can be found on the [UNSW Science website](#).

# Course Learning Outcomes

Course Learning Outcomes
CL01 : Explain how the properties of ion channels, transporters and receptors contribute to electrical and chemical signalling in neurons.
CL02 : Apply your understanding of basic biophysical properties, and concepts of neuronal signalling to predict how perturbations impact signalling outcomes in neurons.
CL03 : Critically analyse, evaluate and interpret scientific literature and data related to molecular and cellular neuroscience.
CL04 : Communicate your understanding of concepts through clear, concise and accurate written scientific language.
CL05 : Evaluate your teamwork skills and how they contribute to effective teamwork practice.

Course Learning Outcomes	Assessment Item
CL01 : Explain how the properties of ion channels, transporters and receptors contribute to electrical and chemical signalling in neurons.	<ul style="list-style-type: none"><li>• Concept quizzes</li><li>• Progress test</li><li>• End of session exam</li></ul>
CL02 : Apply your understanding of basic biophysical properties, and concepts of neuronal signalling to predict how perturbations impact signalling outcomes in neurons.	<ul style="list-style-type: none"><li>• Collaborative project</li><li>• Concept quizzes</li><li>• Progress test</li><li>• End of session exam</li></ul>
CL03 : Critically analyse, evaluate and interpret scientific literature and data related to molecular and cellular neuroscience.	<ul style="list-style-type: none"><li>• Collaborative project</li><li>• Progress test</li><li>• End of session exam</li></ul>
CL04 : Communicate your understanding of concepts through clear, concise and accurate written scientific language.	<ul style="list-style-type: none"><li>• Collaborative project</li></ul>
CL05 : Evaluate your teamwork skills and how they contribute to effective teamwork practice.	<ul style="list-style-type: none"><li>• Collaborative project</li></ul>

## Learning and Teaching Technologies

Moodle - Learning Management System

## Learning and Teaching in this course

All course materials and course announcements are provided on the course learning management system, Moodle.

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

When attending wet lab practical classes in WW 116, all students will be required to wear a laboratory coat, covered shoes and safety glasses.

The Department of Physiology is part of the School of Biomedical Science, UNSW Medicine & Health, and is located in the Wallace Wurth Building. Professor Gary Housley is Head of Department and appointments to see him may be made via email ([G.Housley@unsw.edu.au](mailto:G.Housley@unsw.edu.au)).

## Assessments

### Assessment Structure

Assessment Item	Weight	Relevant Dates
Concept quizzes Assessment Format: Individual	15%	Due Date: Please see Moodle for due dates of each quiz.
Progress test Assessment Format: Individual	20%	Start Date: Not Applicable Due Date: 15/03/2024 02:05 PM Post Date: 29/03/2024 12:00 PM
Collaborative project Assessment Format: Group	25%	Start Date: Week 1 Due Date: 09/04/2024 04:00 PM
End of session exam Assessment Format: Individual	40%	Start Date: Not Applicable Due Date: End of term examination period

## Assessment Details

### Concept quizzes

#### Assessment Overview

The 'concept quizzes' will assess your understanding and application of the key concepts that are explored in the practical classes and supported by lecture material. The key concepts for each practical class are provided on Moodle. The quiz for each practical class will be available online via Moodle for a limited time. Individual feedback is provided online once the quiz has closed.

#### Course Learning Outcomes

- CL01 : Explain how the properties of ion channels, transporters and receptors contribute to electrical and chemical signalling in neurons.
- CL02 : Apply your understanding of basic biophysical properties, and concepts of neuronal signalling to predict how perturbations impact signalling outcomes in neurons.

### **Detailed Assessment Description**

The quizzes will be available online via the course Moodle site. The questions will be multiple choice, short calculations, fill in the blanks, or drag-and-drop type questions, or similar. The key concepts are listed on the Moodle page for each activity. The quizzes will be available online for a limited time and the deadline by which you need to complete them will be provided on Moodle. The quiz will need to be completed in your own time. Full details are provided on Moodle.

### **Assessment Length**

20 minutes

### **Submission notes**

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

### **Assessment information**

#### **Use of Generative Artificial Intelligence (AI) in the assessment**

UNSW Pro-Vice Chancellor Education and Student Experience (PVCESE) provides guidance on [the use of generative Artificial Intelligence](#) in assessments

For this assessment task, you may use AI-based software such as spelling and grammar checking functions in word processing software in the creation of your submission. You must not use any functions that generate or paraphrase or translate passages of text, whether based on your own work or not.

### **Assignment submission Turnitin type**

Not Applicable

## **Progress test**

### **Assessment Overview**

There will be one progress test approximately mid-way through the course. The test will be comprised of short answer questions, multiple choice and short calculations. The questions will be based on the material covered in the lectures, practical classes and the tutorials. This will assess your understanding and application of the concepts developed in the course. You will receive individual marks online and a summary of the cohort results.

### **Course Learning Outcomes**

- CL01 : Explain how the properties of ion channels, transporters and receptors contribute to electrical and chemical signalling in neurons.

- CLO2 : Apply your understanding of basic biophysical properties, and concepts of neuronal signalling to predict how perturbations impact signalling outcomes in neurons.
- CLO3 : Critically analyse, evaluate and interpret scientific literature and data related to molecular and cellular neuroscience.

### **Detailed Assessment Description**

This is an in-person, invigilated test. You will need to bring along your own laptop device, or borrow a laptop from the UNSW Library to complete this assessment task.

Detailed information about this assessment will be provided on the course Moodle page.

### **Assessment Length**

1 hour

### **Submission notes**

No short extension is available for this assessment task.

### **Assessment information**

#### **Use of Generative Artificial Intelligence (AI) in the assessment**

UNSW Pro-Vice Chancellor Education and Student Experience (PVCESE) provides guidance on the [use of generative Artificial Intelligence](#) in assessments.

It is prohibited to use any software or service to search for or generate information or answers in this assessment. 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**

Not Applicable

## **Collaborative project**

### **Assessment Overview**

The collaborative project will require you to work in small teams, researching an ion channel and a disease that is associated with mutations in the gene. The team will produce a scoping report and a final report, which are submitted online. The final report is a review style article aimed at a general scientific audience and will assess your critical evaluation of the literature and written communication skills. You will also provide an individual reflection and self-assessment of your teamwork skills and how you have contributed to the team. The assessment rubric will be available on Moodle. Feedback will be provided with the completed assessment rubric and

specific written comments.

### **Course Learning Outcomes**

- CLO2 : Apply your understanding of basic biophysical properties, and concepts of neuronal signalling to predict how perturbations impact signalling outcomes in neurons.
- CLO3 : Critically analyse, evaluate and interpret scientific literature and data related to molecular and cellular neuroscience.
- CLO4 : Communicate your understanding of concepts through clear, concise and accurate written scientific language.
- CLO5 : Evaluate your teamwork skills and how they contribute to effective teamwork practice.

### **Detailed Assessment Description**

A full description on this project are provided on Moodle in a separate section on the Collaborative Project along with the specific submission dates for each component.

You will first establish a team agreement for the expectations and work practices for how your team will work together (week 3). A scoping report (week 4) will be submitted that provides a summary and proposed structure for the final report. Feedback will be provided on the scoping report to guide your completion of the final report. The final report (week 9) is a review style article aimed at a general scientific audience, providing information on the function of the ion channel and the effect of the mutation on the ion channel to cause the disease state. The assessment rubric for the assignment is provided on Moodle. The team agreement, scoping report and final report, are all submitted online. The final report must include a statement on the contribution of each team member. Each member will also provide an individual self-assessment and reflection on the development of their teamwork skills (week 10).

### **Assessment Length**

Final report is 2500 words. Teamwork assessment is 800 words.

### **Submission notes**

No short extension is available for this assessment task.

### **Assessment information**

#### **Use of Generative Artificial Intelligence (AI) in the assessment**

UNSW Pro-Vice Chancellor Education and Student Experience (PVCESE) provides guidance on the [use of generative Artificial Intelligence](#) in assessments.

Generative AI may be used in the planning and for simple editing assistance prior to completing the final report of this assessment task. You are permitted to use standard editing and

referencing functions in word processing software (e.g. this includes spelling and grammar checking and reference citation generation), in the creation of your submission. You are permitted to use software to generate initial ideas or structures for the report, however, you must develop or edit those ideas to such a significant extent that what is submitted is your own work (i.e., what is generated by the software should not be a part of your final submission). You must not use any functions that generate or 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. Any use of generative AI must be acknowledged in the submitted work, indicating what software was used and the extent of the contribution to the submitted work.

#### **Assignment submission Turnitin type**

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

### **End of session exam**

#### **Assessment Overview**

The end of session exam will be held during the formal exam period and be comprised of short answer questions, multiple choice questions and short calculations. The questions will be based on the material covered in the lectures and tutorials. This will assess your understanding and application of the concepts developed in the course. You will receive individual marks online and a summary of the cohort results.

#### **Course Learning Outcomes**

- CL01 : Explain how the properties of ion channels, transporters and receptors contribute to electrical and chemical signalling in neurons.
- CL02 : Apply your understanding of basic biophysical properties, and concepts of neuronal signalling to predict how perturbations impact signalling outcomes in neurons.
- CL03 : Critically analyse, evaluate and interpret scientific literature and data related to molecular and cellular neuroscience.

#### **Detailed Assessment Description**

**\*\***This will be an in-person, invigilated exam held on campus during the end of term examination period. You will need to bring along your own laptop device or borrow a laptop from the UNSW Library. Full details are provided on Moodle.

### **Assessment Length**

2 hours

### **Submission notes**

No short extension is available for this assessment task.

### **Assessment information**

#### **Use of Generative Artificial Intelligence (AI) in the assessment**

UNSW Pro-Vice Chancellor Education and Student Experience (PVCESE) provides guidance on the [use of generative Artificial Intelligence](#) in assessments.

It is prohibited to use any software or service to search for or generate information or answers in this assessment. 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**

Not Applicable

## **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>

### **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	<ul style="list-style-type: none"> <li>• Equilibrium potentials and Nernst equation</li> <li>• Membrane potentials and GHK equation</li> </ul>
	Tutorial	Teamwork skills and team agreement. Membrane potentials.
	Laboratory	A. Recording membrane potentials (simulation) [WW G06] B. Artificial membrane potentials [WW116]
Week 2 : 19 February - 25 February	Lecture	<ul style="list-style-type: none"> <li>• Voltage-gated ion channel families</li> <li>• Mechanisms of voltage-dependent gating</li> </ul>
	Tutorial	Analysis of voltage-gated currents. Team agreement.
	Laboratory	A. Artificial membrane potentials [WW116] B. Recording membrane potentials (simulation) [WW G06]
Week 3 : 26 February - 3 March	Lecture	<ul style="list-style-type: none"> <li>• Action potential mechanisms - classical biophysics</li> <li>• Mechanisms of ion permeation</li> </ul>
	Tutorial	Action potentials. Team project.
	Laboratory	A. Voltage clamping patch (simulation) [WW G06] B. Chattering ion channels (simulation) [WW 116]
Week 4 : 4 March - 10 March	Lecture	<ul style="list-style-type: none"> <li>• Propagation of electrical signals in axons and dendrites</li> <li>• Ligand-gated ion channel families</li> </ul>
	Tutorial	Propagation of electrical signals. Team project.
	Laboratory	A. Chattering ion channels (simulation) [WW 116] B. Voltage clamping a patch (simulation) [WW G06]
Week 5 : 11 March - 17 March	Lecture	<ul style="list-style-type: none"> <li>• Transient receptor potential (TRP) channel function</li> <li>• G protein-coupled receptor structure and function</li> </ul>
	Tutorial	Ligand-gated ion channel currents. Team project.
	Laboratory	Progress test [WW G06]
Week 6 : 18 March - 24 March	Other	Flexibility week. Optional: research laboratory visits.
Week 7 : 25 March - 31 March	Lecture	<ul style="list-style-type: none"> <li>• Metabotropic receptor signalling</li> <li>• Mechanosensitive channels</li> </ul>
	Tutorial	Mechanosensitive channels. Team project.
Week 8 : 1 April - 7 April	Lecture	<ul style="list-style-type: none"> <li>• Cell-cell communication</li> <li>• Synaptic structure</li> </ul>
	Tutorial	G protein-coupled receptors and metabotropic signalling.
	Laboratory	A. Team project [WW 116] B. Team project [WW G06]
Week 9 : 8 April - 14 April	Lecture	<ul style="list-style-type: none"> <li>• Synaptic modulation</li> <li>• Touch and pain transduction</li> </ul>
	Tutorial	Cell-cell communication
	Laboratory	A. Synaptic transmission and propagation (simulation) [WW G06] B. Compound action potential from the sciatic nerve [WW 116]
Week 10 : 15 April - 21 April	Lecture	<ul style="list-style-type: none"> <li>• Synaptic integration</li> <li>• Synaptic plasticity</li> </ul>
	Tutorial	Synaptic plasticity
	Laboratory	A. Compound action potential from the sciatic nerve [WW 116] B. Synaptic transmission and propagation (simulation) [WW G06]

## 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.

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

### Prescribed Textbook

Blaustein, M.P., Kao, J.P.Y. and Matteson, D.R. (2019). Cellular physiology and neurophysiology, 3rd edition, Philadelphia, PA: Elsevier/Mosby. ISBN 9780323596190

[Copies are held in the UNSW library]

Alternatively:

Blaustein, M.P., Kao, J.P.Y. and Matteson, D.R. (2011). Cellular physiology and neurophysiology, 2nd edition, Philadelphia, PA: Elsevier/Mosby. ISBN 978-0-323-05709-7

[Copies are held in the UNSW library and available as an online text]

## Recommended Resources

Recommended resources for specific activities (e.g. tutorials) are provided on the course Moodle page.

### Recommended textbooks

Matthews G.G. (2004). Cellular Physiology of Nerve and Muscle. 4th edition. Wiley-Blackwell. ISBN 978-1-4051-0330-5

[Two copies are held in the UNSW library, call number 573.836/1 and available as an online text]

Byrne JH and Roberts JL (2004). From Molecules to Networks: An Introduction to Cellular and Molecular Neuroscience. Elsevier Academic Press, San Diego, USA. ISBN 978-0121486605.

[Copies held in the UNSW library, call number MBQ 612.8/229]

Aidley DJ (1998). The Physiology of Excitable Cells. 4th edition. Cambridge University Press, Cambridge, UK. ISBN 978-0521574218.

[Copies held in the UNSW library, call number MB 573.8/2 and available as an online text]

Aidley DJ and Stanfield PR (1996). Ion Channels: Molecules in Action, Cambridge University Press, Cambridge, UK. ISBN 978-0521498821.

[Copies held in the UNSW library, call number MB5 571.64/4]

Kandel ER, Schwartz JH and Jessell TM Kandel, Siegelbaum S and Hudspeth, AJ (2013).

Principles of Neural Science, 5th edition. New York: McGraw-Hill. ISBN 9780071390118.

[An advanced textbook for extended reading. Copies held in the UNSW library, call number MBQ 612.8/204]

## 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	Trevor Lewis		Wallace Wurth Building	(02) 9065 9730	By appointment	Yes	Yes
	Kate Poole		Wallace Wurth Building		By appointment	No	No

## 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 Plagiarism

### 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

### Laboratory or practical class safety.

For courses where there is a laboratory or practical-based component, students are required to wear the specified personal protective equipment (e.g., laboratory coat, covered shoes, safety glasses) indicated in the associated student risk assessments. The student risk assessments will be provided on the course Moodle page and must be read and acknowledged prior to the class.

### Master of Science in Health Data Science courses

Courses in the Master of Science in Health Data Science are hosted through [Open Learning](#). Additional resources are available on the [Health Data Science Student Hub](#).

## 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, Prof Nick Di Girolamo ([n.digirolamo@unsw.edu.au](mailto:n.digirolamo@unsw.edu.au)).

**For MSc. HDS students:** School Grievance Officer, Dr Sanja Lujic ([s.lujic@unsw.edu.au](mailto:s.lujic@unsw.edu.au)), Centre for Big Data Research in Health