UNSW Course Outline

PTRL2010 Business Practices in the Petroleum Industry - 2024

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General Course Information

Course Code : PTRL2010
Year : 2024
Term : Term 3
Teaching Period : T3
Is a multi-term course? : No
Faculty : Faculty of Engineering
Academic Unit : School of Minerals & Energy Resources Engineering
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 overview of communication skills and business practices within the petroleum industry. Students will learn professional communication techniques, including interview preparation, meeting skills, written report and resume creation, oral presentation skills,

and ethical considerations specific to the industry. The course also delves into key business practices, such as understanding Joint Ventures, production sharing contracts, gas contracts, and company structures. It covers strategies for acreage and reserves acquisition, farming/ farmouts, and the analysis of company reports. Additionally, it explores reserves reporting and the dynamics of relationships with governments and partners. This course equips students with the essential skills and knowledge for a successful career in the petroleum industry.

Course Aims

The primary aim of the course is to provide students with a comprehensive understanding of the unique business landscape within the petroleum sector, while also equipping them with the essential communication skills required to excel in this field. The course strives to familiarize students with the various aspects of the petroleum industry, including joint ventures, contracts, company structures, and ethical considerations. Through a combination of theoretical knowledge and practical application, students will be empowered to navigate complex partnerships and maintain strong relationships with governments and industry partners. Ultimately, the course seeks to cultivate well-rounded professionals who possess the expertise and ethical awareness necessary to thrive in the ever-evolving petroleum industry.

Relationship to Other Courses

PTRL2010 is a useful preamble to Resource Economics and general subsequent technical courses.

Course Learning Outcomes

Course Learning Outcomes
CLO1 : Present themselves and an argument in a professional and effective manner, in person, orally and in writing using simple business English
CLO2 : Recognise business terminology and practices of the oil & gas industry
CLO3 : Identify the elements of petroleum law, oil and gas accounting and reserves estimation
CLO4 : Identify the basics of environmental protection and the challenges and opportunities presented by shale gas and coal seam gas

Course Learning Outcomes	Assessment Item
CLO1 : Present themselves and an argument in a professional and effective manner, in person, orally and in writing using simple business English	• Delivery Skills • Writing Skills • Presentation Skills • Exam
CLO2 : Recognise business terminology and practices of the oil & gas industry	• Delivery Skills • Writing Skills • Presentation Skills • Exam
CLO3 : Identify the elements of petroleum law, oil and gas accounting and reserves estimation	• Delivery Skills • Writing Skills • Presentation Skills • Exam
CLO4 : Identify the basics of environmental protection and the challenges and opportunities presented by shale gas and coal seam gas	• Delivery Skills • Writing Skills • Presentation Skills • Exam

Learning and Teaching Technologies

Moodle - Learning Management System | Microsoft Teams

Other Professional Outcomes

n/a

Additional Course Information

n/a

Assessments

Assessment Structure

Assessment Item	Weight	Relevant Dates
Delivery Skills Assessment Format: Individual	15%	
Writing Skills Assessment Format: Individual	20%	
Presentation Skills Assessment Format: Individual	15%	
Exam Assessment Format: Individual	50%	

Assessment Details

Delivery Skills

Assessment Overview

A two minute oral presentation (no visual aids) on a topic of your choosing. Marking will be against a rubric and feedback given within 2 weeks.

Course Learning Outcomes

- CLO1 : Present themselves and an argument in a professional and effective manner, in person, orally and in writing using simple business English
- CLO2 : Recognise business terminology and practices of the oil & gas industry
- CLO3 : Identify the elements of petroleum law, oil and gas accounting and reserves estimation
- CLO4 : Identify the basics of environmental protection and the challenges and opportunities presented by shale gas and coal seam gas

Generative AI Permission Level

Simple Editing Assistance

In completing this assessment, you are permitted to use standard editing and referencing functions in the software you use to complete your assessment. These functions are described below. You must not use any functions that generate or paraphrase passages of text or other media, whether based on your own work or not.
If your Convenor has concerns that your submission contains passages of AI-generated text or media, you may be asked to account for your work. If you are unable to satisfactorily demonstrate your understanding of your submission you may be referred to UNSW Conduct & Integrity Office for investigation for academic misconduct and possible penalties.

For more information on Generative AI and permitted use please see here.

Writing Skills

Assessment Overview

A 1000 word essay on a set topic related to the course content. Marking will be against assessment criteria and feedback given within 2 weeks.

Course Learning Outcomes

- CLO1 : Present themselves and an argument in a professional and effective manner, in person, orally and in writing using simple business English
- CLO2 : Recognise business terminology and practices of the oil & gas industry
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Presentation Skills

Assessment Overview

A 5 minute powerpoint presentation on a topic related to petroleum engineering. Marking will be against a rubric and feedback given within 2 weeks.

Course Learning Outcomes

- CLO1 : Present themselves and an argument in a professional and effective manner, in person, orally and in writing using simple business English
- CLO2 : Recognise business terminology and practices of the oil & gas industry
- CLO3 : Identify the elements of petroleum law, oil and gas accounting and reserves

estimation
- CLO4 : Identify the basics of environmental protection and the challenges and opportunities presented by shale gas and coal seam gas

Assignment submission Turnitin type

This is not a Turnitin assignment

Generative AI Permission Level

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Exam

Assessment Overview

A two-hour exam covering the lecture content not related to communication skills. Marking will be against a marking criteria.

Course Learning Outcomes

- CLO1 : Present themselves and an argument in a professional and effective manner, in person, orally and in writing using simple business English
- CLO2 : Recognise business terminology and practices of the oil & gas industry
- CLO3 : Identify the elements of petroleum law, oil and gas accounting and reserves estimation
- CLO4 : Identify the basics of environmental protection and the challenges and opportunities presented by shale gas and coal seam gas

Generative AI Permission Level

No Assistance

This assessment is designed for you to complete without the use of any generative AI. You are not permitted to use any generative AI tools, software or service to search for or generate information or answers.

For more information on Generative AI and permitted use please see here.

General Assessment Information

Further information about course assessments and due dates will be provided on Moodle

Grading Basis

Standard

Course Schedule

Teaching Week/Module	Activity Type	Content
Week 1 : 9 September - 15 September	Lecture	Fiscal Policy
Week 2 : 16 September - 22 September	Lecture	Assets and Reserves
Week 3 : 23 September - 29 September	Lecture	Environmental Policy
Week 4 : 30 September - 6 October	Lecture	Carbon Capture Utilization and Storage
Week 5 : 7 October - 13 October	Lecture	Hydrogen
Week 7 : 21 October - 27 October	Lecture	Business Presentations and Skills
Week 8 : 28 October - 3 November	Lecture	Business Presentations and Skills 2
Week 9 : 4 November - 10 November	Lecture	Presentation Skills
Week 10 : 11 November - 17 November	Lecture	Presentations and Catch-up

Attendance Requirements

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

Course Resources

Recommended Resources

Not available

Course Evaluation and Development

At the end of each course, all students will have the opportunity to complete a course evaluation form. These anonymous surveys help us understand your views of the course, your lecturers and the course materials. We are continuously improving our courses based on student feedback, and your perspective is valuable.

Feedback is given via https://student.unsw.edu.au/myexperience and you will be notified when this is available for you to complete.

We also encourage all students to share any feedback they have any time during the course â€“ if

you have a concern, please contact us immediately.

Staff Details

Position	Name	Email	Location	Phone	Availability	Equitable Learning Services Contact	Primary Contact
Convenor	Ying Da Wang		TETB L2 222		On Request	No	Yes

Other Useful Information

Academic Information

I. Special consideration and supplementary assessment

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

Please note that UNSW has a Fit to Sit rule, which means that if you sit an exam, you are declaring yourself fit enough to do so and cannot later apply for Special Consideration.

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

II. Administrative matters and links

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

- Attendance
- UNSW Email Address
- Special Consideration
- Exams
- Approved Calculators
- Academic Honesty and Plagiarism
- Equitable Learning Services

III. Equity and diversity

Those students who have a disability that requires some adjustment in their teaching or learning

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

IV. Professional Outcomes and Program Design

Students are able to review the relevant professional outcomes and program designs for their streams by going to the following link: https://www.unsw.edu.au/engineering/student-life/student-resources/program-design.

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

Academic Honesty and Plagarism

UNSW has an ongoing commitment to fostering a culture of learning informed by academic integrity. All UNSW students have a responsibility to adhere to this principle of academic integrity. Plagiarism undermines academic integrity and is not tolerated at UNSW. *Plagiarism at UNSW is defined as using the words or ideas of others and passing them off as your own.*

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

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

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

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

Submission of Assessment Tasks

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

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

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

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

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

Faculty-specific Information

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

Engineering Industrial Training – Industrial training questions

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

UNSW Exchange – student exchange enquiries (for inbound students)

UNSW Future Students – potential student enquiries e.g. admissions, fees, programs, credit transfer

Phone

(+61 2) 9385 8500 – Nucleus Student Hub

(+61 2) 9385 7661 – Engineering Industrial Training

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

School-specific Information

Course completion

Course completion requires submission of all assessment items. Failure to submit all assessment items may result in the award of an Unsatisfactory Failure (UF) grade for the course unless special consideration has been submitted and approved.

Submission of Assessment Tasks

We encourage you to retain a copy of every assignment submitted for your own record, either in hardcopy or electronic form. All assessments must have an assessment cover sheet attached (if required).

Student Resources

The School has student resources section, containing useful advice and information to ensure you're able to focus on your studies.

Computing Resources and Internet Access Requirements

UNSW Minerals and Energy Resources Engineering provides blended learning using the online Moodle LMS (Learning Management System). Also see - Transitioning to Online Learning: https://www.student.unsw.edu.au/transitioning-online-learning

Note that some specialist engineering software is not available for Mac computers.

- Mining Engineering Students: OMB G48
- Petroleum Engineering Students: TETB LG34 & LG35

For more information about system requirements is available at www.student.unsw.edu.au/moodle-system-requirements

Accessing Course Materials Through Moodle

Course outlines, support materials are uploaded to Moodle, the university standard Learning Management System (LMS). In addition, on-line assignment submissions are made using the assignment dropbox facility provided in Moodle. All enrolled students are automatically included in Moodle for each course. To access these documents and other course resources, please visit: www.moodle.telt.unsw.edu.au

School Contact Information

School of Minerals and Energy Resources
Old Main Building, Level 1, 159 (K15)
UNSW SYDNEY NSW 2052 AUSTRALIA

For current students, all enquiries and assistance relating to enrolment, class registration, progression checks and other administrative matters, please see The Nucleus: Student Hub.

Web & Important Links:

School of Minerals and Energy Resources
The Nucleus Student Hub
Moodle
UNSW Handbook
UNSW Timetable
Student Wellbeing
Urgent Mental Health & Support
Equitable Learning Services