



UNSW Course Outline

CDEV3400 WIL Placement - 2024

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General Course Information

Course Code : CDEV3400

Year : 2024

Term : Term 3

Teaching Period : T3

Is a multi-term course? : No

Faculty : DVC (Academic) Board of Studies

Academic Unit : DVC (Academic) Board of Studies

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

WIL placement enables students to work directly with an organisation to apply their disciplinary knowledge and skills and develop their professional capabilities. Students will undertake a placement in a partner organisation, supervised in an authentic work experience by an organisation employee. To maximise students' professional development, guidance will also be

provided by WIL Central Academics through discussions and workshops. Assessment tasks will encourage students to understand their prior knowledge targeting transferrable skills through reflective practice.

Course Aims

This is an experiential placement WIL course designed to enable students to apply directly the knowledge and skills they have thus far developed in their degree to the practice of work by interning with a partner organisation. Students will learn about professional practice and develop their personal capabilities for work and lifelong learning.

Course Learning Outcomes

Course Learning Outcomes
CLO1 : Integrate theory with professional practice through engagement with a partner organisation.
CLO2 : Apply knowledge, skills and capabilities, developed through former and current studies, to real-world problems and situations.
CLO3 : Contribute meaningfully to the core operation of the partner organisation within the agreed internship parameters.
CLO4 : Demonstrate development of professional skills (e.g. self-management, problem solving, communication and networking) in a professional context.
CLO5 : Demonstrate development of personal skills and attributes including those related to autonomous learning, (e.g. understanding your strengths and limitations) in a professional context.

Course Learning Outcomes	Assessment Item
CLO1 : Integrate theory with professional practice through engagement with a partner organisation.	<ul style="list-style-type: none">• Interim Task• Final Task• Portfolio
CLO2 : Apply knowledge, skills and capabilities, developed through former and current studies, to real-world problems and situations.	<ul style="list-style-type: none">• Interim Task• Final Task• Portfolio
CLO3 : Contribute meaningfully to the core operation of the partner organisation within the agreed internship parameters.	<ul style="list-style-type: none">• Interim Task• Final Task
CLO4 : Demonstrate development of professional skills (e.g. self-management, problem solving, communication and networking) in a professional context.	<ul style="list-style-type: none">• Goal Setting• Portfolio• Interim Task• Final Task
CLO5 : Demonstrate development of personal skills and attributes including those related to autonomous learning, (e.g. understanding your strengths and limitations) in a professional context.	<ul style="list-style-type: none">• Goal Setting• Portfolio• Final Task

Learning and Teaching Technologies

Moodle - Learning Management System

Learning and Teaching in this course

The overall approach taken in this course is based on the belief that learning is an active process requiring engagement and immersion.

The course assumes the ability and willingness of students to actively engage in their internship work and to draw lessons from this to complete their assessment tasks.

Assessments

Assessment Structure

Assessment Item	Weight	Relevant Dates
Goal Setting Assessment Format: Individual	15%	Start Date: Not Applicable Due Date: Not Applicable Post Date: 12/12/2024 09:00 AM
Interim Task Assessment Format: Individual	15%	Start Date: Not Applicable Due Date: Not Applicable Post Date: 12/12/2024 09:00 AM
Final Task Assessment Format: Individual	30%	Start Date: Not Applicable Due Date: Not Applicable Post Date: 12/12/2024 09:00 AM
Portfolio Assessment Format: Individual	40%	Start Date: Not Applicable Due Date: Not Applicable Post Date: 12/12/2024 09:00 AM

Assessment Details

Goal Setting

Assessment Overview

Students will consider the professional skills they would like to develop during their term and devise a plan to meet these goals.

Course Learning Outcomes

- CLO4 : Demonstrate development of professional skills (e.g. self-management, problem solving, communication and networking) in a professional context.
- CLO5 : Demonstrate development of personal skills and attributes including those related to autonomous learning, (e.g. understanding your strengths and limitations) in a professional context.

Detailed Assessment Description

Marking rubrics as well as detailed assessment information can be found on Moodle.

Assignment submission Turnitin type

This assignment is submitted through Turnitin and students do not see Turnitin similarity reports.

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](#).

Interim Task

Assessment Overview

The nature of task will depend on the site and partner, but could be:

- Presentation of initial ideas where required; OR
- Online tasks OR
- Interim reflection

Course Learning Outcomes

- CLO1 : Integrate theory with professional practice through engagement with a partner organisation.
- CLO2 : Apply knowledge, skills and capabilities, developed through former and current studies, to real-world problems and situations.
- CLO3 : Contribute meaningfully to the core operation of the partner organisation within the agreed internship parameters.
- CLO4 : Demonstrate development of professional skills (e.g. self-management, problem solving, communication and networking) in a professional context.

Detailed Assessment Description

Marking rubrics as well as detailed assessment information can be found on Moodle.

Assignment submission Turnitin type

Not Applicable

Generative AI Permission Level

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Final Task

Assessment Overview

Different formats will be needed to meet requirements of site: e.g. individual or team; and may include a written report, presentation or other format. Consideration may be given to feedback from the workplace supervisor.

Course Learning Outcomes

- CLO1 : Integrate theory with professional practice through engagement with a partner organisation.
- CLO2 : Apply knowledge, skills and capabilities, developed through former and current studies, to real-world problems and situations.
- CLO3 : Contribute meaningfully to the core operation of the partner organisation within the agreed internship parameters.
- CLO4 : Demonstrate development of professional skills (e.g. self-management, problem solving, communication and networking) in a professional context.
- CLO5 : Demonstrate development of personal skills and attributes including those related to autonomous learning, (e.g. understanding your strengths and limitations) in a professional context.

Detailed Assessment Description

For most students this will be a presentation at the end of your Internship. Marking rubrics as well as detailed assessment information can be found on Moodle.

Assessment Length

15 minutes

Assignment submission Turnitin type

Not Applicable

Generative AI Permission Level

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Portfolio

Assessment Overview

Each student will produce a portfolio showing the development of targeted skills through evidence collected and analysis throughout their placement.

Students will use the nominated platform to collect, store and curate evidence of their skill and goal progression as they go through their placement.

Portfolios will be checked regularly by the course authority. The portfolio includes a wrap-up analysis/reflection.

Course Learning Outcomes

- CLO1 : Integrate theory with professional practice through engagement with a partner organisation.
- CLO2 : Apply knowledge, skills and capabilities, developed through former and current studies, to real-world problems and situations.
- CLO4 : Demonstrate development of professional skills (e.g. self-management, problem solving, communication and networking) in a professional context.
- CLO5 : Demonstrate development of personal skills and attributes including those related to autonomous learning, (e.g. understanding your strengths and limitations) in a professional context.

Detailed Assessment Description

Marking rubrics as well as detailed assessment information can be found on Moodle.

Assignment submission Turnitin type

Not Applicable

Generative AI Permission Level

Simple Editing Assistance

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General Assessment Information

Assignment Submission Procedure

1. Online submission

All individual written assessments must be submitted electronically either via Turnitin or Assignment on Moodle. Individual assignments submitted electronically do not require cover sheets.

Ensure that your student ID number is in the top right-hand corner of each page for individual assignments and the team number plus student ID of all members is in the top right-hand corner of any group assessments. Full information about how to prepare assignments for electronic submission can be found in the Turnitin Student Guide: <https://student.unsw.edu.au/turnitin>.

In the unlikely event that a problem should occur when submitting assignments online, students should send their assignment to their tutor and lecturer in charge before the deadline and re-submit using Turnitin as soon as the problem is rectified.

2. Referencing style

Harvard Referencing is required for all your assessments. During online course orientation activities, a module on referencing will provide the opportunity to review academic integrity principles and how to reference correctly.

For the ASB *Harvard Referencing Guide*, see the [ASB Referencing and Plagiarism webpage](#) (ASB

>Learning and Teaching>Student services> Referencing and plagiarism).

There is software available to you to make referencing easier: Word has a built in referencing tool (<https://support.office.com/en-us/article/Create->) As a UNSW student you also have free access to using and downloading Endnote on your computers: <https://www.myit.unsw.edu.au/software-students>

3. Word Limit

Word limits provide a guide so that you understand the expectations of your lecturers and tutors. Thus, the word limit plus or minus 10% of that limit is acceptable. If you submit a task that is too long, the marker will cease reading the submission once the word limit + 10% has been reached. So, for example if your word limit is 1000 words, the marker will cease reading at 1100 words.

4. Plagiarism

Students need to familiarise themselves with appropriate referencing standards as well as what constitutes plagiarism. If you are unsure, help is available here: <https://student.unsw.edu.au/plagiarism>. If you would like further assistance look at the '[Working with Academic Integrity](#)' online module.

Instances of plagiarism will be referred for review and educative action as appropriate

Marks will be deducted for inappropriate referencing.

5. Use of Generative Artificial Intelligence (AI)

For our assignments, you may use generative artificial intelligence for simple editing assistance only.

Information on the use of generative AI can be found here: [Use of AI for assessments | UNSW Current Students](#)

Please note that your submissions may be passed through an AI-generated text detection tool. Students do not have access to the Generative AI report. 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.

AI use must be cited correctly using your citation system, check the UNSW guide here: [Referencing and acknowledging the use of artificial intelligence tools | UNSW Current Students](#)

6. Formatting requirements

Times New Roman, 12pt font and 1.5 line spacing is recommended.

7. Feedback

Feedback on student performance from formative and summative assessment tasks will be provided to students in a timely manner. Assessment tasks completed within the teaching period of a course, other than a final assessment, will be assessed and students provided with feedback, with or without a provisional result, within 10 working days of submission, under normal circumstances.

8. Special Consideration, Late Submission and Penalties

Late submission will incur a penalty of 5% per day or part thereof (including weekends) from the due date and time. An assessment will not be accepted after five days (120 hours) of the original deadline unless Special Consideration has been approved. An assignment is considered late if the requested format, such as hard copy or electronic copy, has not been submitted on time or where the 'wrong' assignment has been submitted.

Extensions to assessment deadlines will be granted only in exceptional circumstances, and where adequate supporting documentation can be provided. Requests must be made through the UNSW Special Consideration process. For details about this process, see: <https://student.unsw.edu.au/special-consideration>

Please note that work commitments **do not** constitute grounds for an extension.

Grading Basis

Standard

Requirements to pass course

In order to pass this course you must achieve an overall mark of at least 50%.

Course Schedule

Attendance Requirements

Students must meet with the Course Authority throughout the term as required.

Staff Details

Position	Name	Email	Location	Phone	Availability	Equitable Learning Services Contact	Primary Contact
Head lecturer	Suzanne Sc hibeci		Ground Floor, John Goodsell Building, Kensington Campus.		By appointment via email	Yes	Yes

Other Useful Information

School-specific Information

The University provides a wide range of support services for students, including:

Moodle eLearning Support

For online help using Moodle, go to: <https://student.unsw.edu.au/moodle-support> For technical support, email: itservicecentre@unsw.edu.au; Phone: 9385 1333.

UNSW Academic Skills

<https://www.student.unsw.edu.au/skills>

Provides academic skills support services, including workshops and resources, for all UNSW students. See website for details.

Library services and facilities for students

<https://www.library.unsw.edu.au/study/services-for-students>

IT Service Centre

<https://www.myit.unsw.edu.au>

Provides technical support to troubleshoot problems with logging into websites, downloading

documents, etc. Office: UNSW Library Annex (Ground floor).

Phone: 9385 1333.

UNSW Counselling and Psychological Services

<https://student.unsw.edu.au/wellbeing>

Provides support and services if you need help with your personal life, getting your academic life back on track or just want to know how to stay safe, including free, confidential counselling.

Office: Level 2, East Wing, Quadrangle Building; Phone: 9385 5418; Email:
counselling@unsw.edu.au

Equitable Learning Services

<https://student.unsw.edu.au/els>

Provides assistance to students who are trying to manage the demands of university as well as a health condition, learning disability or have personal circumstances that are having an impact on their studies.

Phone: 02 8374 9201; Email: els@unsw.edu.au

WIL Central:

E: wil.central@unsw.edu.au T: + 61 (2) 9065 1112

After-hours emergency contacts:

[UNSW Security Services](#) T: + 61 (2) 9385 6666