



UNSW Course Outline

PHCM9518 Epidemiological Methods - 2024

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General Course Information

Course Code : PHCM9518

Year : 2024

Term : Term 3

Teaching Period : T3

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 : Postgraduate

Units of Credit : 6

Useful Links

[Handbook Class Timetable](#)

Course Details & Outcomes

Course Description

A core task of epidemiology is to understand what causes adverse health outcomes and 'what works' to improve population health. This course takes an in-depth look at the core public health discipline of epidemiology, with a focus on methods used to answer causal questions. It has

been designed to help you develop essential knowledge and skills in quantitative public health research that are directly relevant to everyday decision-making in policy and practice, as well as designing and implementing epidemiological research.

This course builds on the concepts that were introduced in PHCM9794 Foundations of Epidemiology.

Course Aims

The aim of this course is to enable you to apply and critically evaluate the use of epidemiological methods to answer causal questions, which is relevant to public health policy and practice decision-making and the design, conduct and reporting of epidemiological research to inform and evaluate public health policy and practice.

Relationship to Other Courses

This course is an elective course of the Master of Public Health Program and other postgraduate programs within the School of Population Health, comprising six units of credit towards the total required for completion of the program. This course is a stream defining course in the Masters of Public Health in Epidemiology specialisation. PHCM9794 Foundations of Epidemiology is a pre-requisite for this course.

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 : Identify and ask causal questions relevant to public health policy and practice.
CLO2 : Identify when randomised and observational studies are appropriate to answer causal questions in public health.
CLO3 : Describe methods to minimise bias and confounding in epidemiological studies focused on causal questions.
CLO4 : Apply methods relevant to the estimate of causal effects in epidemiological studies, and report and interpret results for public health policy and practice.
CLO5 : Critically review epidemiological research addressing causal questions, considering the implications for public health policy and practice.

Course Learning Outcomes	Assessment Item
CLO1 : Identify and ask causal questions relevant to public health policy and practice.	<ul style="list-style-type: none"> • Multiple Choice Quizzes • Mid-term Assignment • End of Term Assignment
CLO2 : Identify when randomised and observational studies are appropriate to answer causal questions in public health.	<ul style="list-style-type: none"> • Multiple Choice Quizzes • Mid-term Assignment • End of Term Assignment
CLO3 : Describe methods to minimise bias and confounding in epidemiological studies focused on causal questions.	<ul style="list-style-type: none"> • Multiple Choice Quizzes • Mid-term Assignment • End of Term Assignment
CLO4 : Apply methods relevant to the estimate of causal effects in epidemiological studies, and report and interpret results for public health policy and practice.	<ul style="list-style-type: none"> • Mid-term Assignment • End of Term Assignment
CLO5 : Critically review epidemiological research addressing causal questions, considering the implications for public health policy and practice.	<ul style="list-style-type: none"> • Mid-term Assignment • End of Term Assignment

Learning and Teaching Technologies

Moodle - Learning Management System | Microsoft Teams

Learning and Teaching in this course

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

Microsoft Teams will be used for online tutorials (see details on course Moodle page).

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.

In this course, core content is provided through online lectures and tutorial sessions (in-person/online), supplemented by learning activities and readings.

Lectures are pre-recorded for students to work through in their own time each week. Students are encouraged to participate in scheduled tutorials sessions in person or online, when learning activities will be worked through and discussed in detail.

The learning activities and tutorial sessions provide students with opportunities to apply and discuss concepts and methods with lecturer/s and peers. The weekly readings have been selected to consolidate student learning of core concepts and methods throughout the course.

Postgraduate teaching aims to support students in developing their capacity for inquiry, critical thinking and life-long learning. In this course, an active learning approach is encouraged through strategies which include interactive instruction (tutorials), self-directed learning, experience-based learning and peer-learning.

Additional Course Information

Dr Kathleen Falster, Associate Professor Min Jun, Dr Alys Havard, Professor Andrew Hayen and Associate Professor Robin Turner have contributed to the development of content and materials for current and/or previous versions of this course.

Assessments

Assessment Structure

Assessment Item	Weight	Relevant Dates
Multiple Choice Quizzes Assessment Format: Individual	20%	Start Date: Not Applicable Due Date: Not Applicable
Mid-term Assignment Assessment Format: Individual Short Extension: Yes (2 days)	30%	Start Date: Not Applicable Due Date: 25/10/2023 05:00 PM Post Date: 08/11/2023 05:00 PM
End of Term Assignment Assessment Format: Individual Short Extension: Yes (2 days)	50%	Start Date: Not Applicable Due Date: 22/11/2023 05:00 PM

Assessment Details

Multiple Choice Quizzes

Assessment Overview

You will need to complete several brief multiple choice quizzes in the Term. This task aims to assess and provide timely feedback on your understanding of some of the foundation concepts and methods covered in the course.

Individual feedback will be provided at the end of the quiz.

Course Learning Outcomes

- CL01 : Identify and ask causal questions relevant to public health policy and practice.

- CLO2 : Identify when randomised and observational studies are appropriate to answer causal questions in public health.
- CLO3 : Describe methods to minimise bias and confounding in epidemiological studies focused on causal questions.

Detailed Assessment Description

Detailed information about this assessment will be provided on the course Moodle page, including due dates/times.

Assessment 1 consists of a set of weekly multiple choice quiz questions from Weeks 1 to 4. The weekly quiz questions will assess, and provide you with feedback on, your understanding of some of the foundational concepts and methods covered in the first four weeks of the course.

Each set of weekly quiz questions will be worth 5 marks of the total 20 marks for Assessment 1. Marks will be awarded for correctly responding to the multiple choice questions.

Assessment Length

Details provided on course Moodle page.

Submission notes

See 3. Submission of Assessment Tasks in the Other Useful Information tab of your course outline and refer to Moodle for additional submission information. The quiz will be completed on Moodle.

Assessment information

Please email the Course Convenor directly if you require a short extension; it is not possible to apply this extension to the Moodle quiz via the short extension portal.

Assignment submission Turnitin type

This is not a Turnitin assignment

Generative AI Permission Level

Not Applicable

Generative AI is not considered to be of assistance to you in completing this assessment. If you do use generative AI in completing this assessment, you should attribute its use.

For more information on Generative AI and permitted use please see [here](#).

Mid-term Assignment

Assessment Overview

This is an individual assessment task completed in the middle of the Term. You will be expected to respond to a series of assignment questions that aim to assess your understanding of epidemiological methods covered in the first half of Term.

Individual feedback will be provided within 10 working days.

Course Learning Outcomes

- CL01 : Identify and ask causal questions relevant to public health policy and practice.
- CL02 : Identify when randomised and observational studies are appropriate to answer causal questions in public health.
- CL03 : Describe methods to minimise bias and confounding in epidemiological studies focused on causal questions.
- CL04 : Apply methods relevant to the estimate of causal effects in epidemiological studies, and report and interpret results for public health policy and practice.
- CL05 : Critically review epidemiological research addressing causal questions, considering the implications for public health policy and practice.

Detailed Assessment Description

Details of the assignment will be posted on Moodle.

The assignment will focus on material covered in Modules 1 to 3 (Weeks 1 to 4).

Assessment Length

Refer to details provided on Moodle.

Submission notes

See 3. Submission of Assessment Tasks in the Other Useful Information tab of your course outline and refer to Moodle for additional submission information.

Assignment submission Turnitin type

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

Generative AI Permission Level

Assistance with Attribution

This assessment requires you to write/create a first iteration of your submission yourself. You are then permitted to use generative AI tools, software or services to improve your submission in the ways set out below.

Any output of generative AI tools, software or services that is used within your assessment must be attributed with full referencing.

If outputs of generative AI tools, software or services form part of your submission and are not appropriately attributed, your Convenor will determine whether the omission is significant. If so, you may be asked to explain your submission. 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](#).

Generative AI tools can generate incorrect, biased or misleading information or content. It is critical that students cross-verify information with trusted sources. All references cited by AI should be verified to ensure the information is correct.

End of Term Assignment

Assessment Overview

This is an individual assessment task completed at the end of Term. You will be expected to respond to a series of assignment questions that aim to assess your understanding of epidemiological methods covered throughout the Term.

Individual feedback will be provided within 10 working days.

Course Learning Outcomes

- CLO1 : Identify and ask causal questions relevant to public health policy and practice.
- CLO2 : Identify when randomised and observational studies are appropriate to answer causal questions in public health.
- CLO3 : Describe methods to minimise bias and confounding in epidemiological studies focused on causal questions.
- CLO4 : Apply methods relevant to the estimate of causal effects in epidemiological studies, and report and interpret results for public health policy and practice.
- CLO5 : Critically review epidemiological research addressing causal questions, considering the implications for public health policy and practice.

Detailed Assessment Description

Details of the assignment will be posted on Moodle.

The assignment will focus on material covered in Weeks 5-10, although students will be expected to apply the knowledge and skills from the entire course in this Assignment.

Assessment Length

Refer to details provided on Moodle

Submission notes

See 3. Submission of Assessment Tasks in the Other Useful Information tab of your course outline and refer to Moodle for additional submission information.

Assignment submission Turnitin type

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

Generative AI Permission Level

Assistance with Attribution

This assessment requires you to write/create a first iteration of your submission yourself. You are then permitted to use generative AI tools, software or services to improve your submission in the ways set out below.

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For more information on Generative AI and permitted use please see [here](#).

Generative AI tools can generate incorrect, biased or misleading information or content. It is critical that students cross-verify information with trusted sources. All references cited by AI should be verified to ensure the information is correct.

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 course, 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 individualised 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 who 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 : 9 September - 15 September	Module	An introduction to causal thinking in epidemiology
Week 2 : 16 September - 22 September	Module	Causal questions and study design
Week 3 : 23 September - 29 September	Module	Causal diagrams and confounding
Week 4 : 30 September - 6 October	Module	Confounding and multivariate analysis methods
Week 5 : 7 October - 13 October	Module	Emulating the target trial in observational studies
Week 6 : 14 October - 20 October	Module	Effect modification
Week 7 : 21 October - 27 October	Module	Bias due to selection and analytical decisions
Week 8 : 28 October - 3 November	Module	Measurement error, misclassification and information bias
Week 9 : 4 November - 10 November	Module	Systematic reviews and meta-analyses: evidence synthesis to inform policy and practice
Week 10 : 11 November - 17 November	Module	Reporting of epidemiological studies

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 (of relevant).

Course Resources

Prescribed Resources

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

1. Lecture recordings and slides
2. Learning activities
3. Course readings (available on Leganto)
4. Other relevant course resources for each Module (e.g. podcasts, articles).

This course recommends readings from several epidemiological textbooks, rather than one course text (see weekly readings on Moodle). The aim is to introduce students to several high quality texts that are excellent resources to support ongoing epidemiological knowledge and skill development beyond the 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>

Textbooks and readings are available via the UNSW Library (see Leganto reading list via Moodle). Students can also order print or digital copies of textbooks used in the course from the UNSW Bookshop (see links below).

Print:

<https://www.bookshop.unsw.edu.au/details.cgi?ITEMNO=9781108766807>

<https://www.bookshop.unsw.edu.au/details.cgi?ITEMNO=9780190665760>

<https://www.bookshop.unsw.edu.au/details.cgi?ITEMNO=9781451193282>

Digital:

<https://unswbookshop.vitalsource.com/products/-v9781108726306>

<https://unswbookshop.vitalsource.com/products/-v9780190665784>

<https://unswbookshop.vitalsource.com/products/-v9781975166298>

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	Kathleen Falster		Level 3 Samuels Building, Kensington campus, UNSW Sydney		By appointment, via Moodle online student appointment bookings or email.	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 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 of your assessment tasks. Inappropriate use of generative AI is considered academic misconduct.

Options for the use of generative AI include: (1) no assistance (for invigilated assessments); (2) simple editing assistance; (3) drafting assistance; and (4) full assistance with attribution; and (5) Generative AI software-based assessments. See your individual assessment descriptions for the level of permitted use of generative AI for each task and see your course Moodle (or Open Learning) page for the full instructions on permitted use of generative AI in your assessment tasks for this course.

Instructions may include a requirement to submit the original generative AI responses, or drafts of your original work, or provide on request.

Submission of Assessment Tasks

Short extensions and special consideration

Short extension

UNSW has 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 through

[Special Consideration](#) 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 illness, misadventure or other circumstances beyond your control will prevent you from submitting your assessment by the due date and you require an extension, you need to formally apply for [Special Consideration](#) through myUNSW.

UNSW has a **Fit to Sit/Submit rule**, which means that by sitting or submitting an assessment on the scheduled assessment 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 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, Katrina Blazek (k.blazek@unsw.edu.au).