



UNSW Course Outline

ARTS5505 Personalised English Language Enhancement - 2024

Published on the 29 Aug 2024

General Course Information

Course Code : ARTS5505

Year : 2024

Term : Term 3

Teaching Period : T3

Is a multi-term course? : No

Faculty : Faculty of Arts, Design and Architecture

Academic Unit : School of Humanities and Languages

Delivery Mode : In Person

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

Personalised English Language Enhancement (PELE) is a self-directed learning course designed to help you enhance your communication skills in English. In this course, you will be guided to develop a personal project that meets your needs and implement it in a warm and safe

environment being supported not only by the teachers but also by peer mentors. In addition, you will learn a number of important skills needed for life-long learning, including reflective thinking and time management.

Course Learning Outcomes

Course Learning Outcomes
CLO1 : Analyse and identify personal language needs
CLO2 : Apply tools and resources for language enhancement
CLO3 : Design and carry out a personal project based on the analysis of personal language needs
CLO4 : Reflect on and assess their own progress to sustain personal and professional language enhancement
CLO5 : Communicate critical personal learning outcomes with peers

Course Learning Outcomes	Assessment Item
CLO1 : Analyse and identify personal language needs	<ul style="list-style-type: none">• Project logbook and journal• Reflective Essay
CLO2 : Apply tools and resources for language enhancement	<ul style="list-style-type: none">• Project logbook and journal• Reflective Essay
CLO3 : Design and carry out a personal project based on the analysis of personal language needs	<ul style="list-style-type: none">• Personal project design (PPD)
CLO4 : Reflect on and assess their own progress to sustain personal and professional language enhancement	<ul style="list-style-type: none">• Oral Presentation-10 minutes• Personal project design (PPD)
CLO5 : Communicate critical personal learning outcomes with peers	<ul style="list-style-type: none">• Oral Presentation-10 minutes• Personal project design (PPD)

Learning and Teaching Technologies

Moodle - Learning Management System

Assessments

Assessment Structure

Assessment Item	Weight	Relevant Dates
Personal project design (PPD) Assessment Format: Individual Short Extension: Yes (2 days)	30%	Start Date: Not Applicable Due Date: 30/09/2024 11:59 PM Post Date: 08/10/2024 12:00 PM
Project logbook and journal Assessment Format: Individual Short Extension: Yes (3 days)	20%	Start Date: 16/09/2024 12:00 AM Due Date: 01/11/2024 12:00 AM Post Date: 11/11/2024 12:00 PM
Oral Presentation-10 minutes Assessment Format: Individual Short Extension: Yes (2 days)	20%	Start Date: 28/10/2024 12:00 AM Due Date: 04/11/2024 09:00 AM Post Date: 06/11/2024 12:00 PM
Reflective Essay Assessment Format: Individual Short Extension: Yes (3 days)	30%	Start Date: 12/11/2024 12:00 AM Due Date: 19/11/2024 11:59 PM

Assessment Details

Personal project design (PPD)

Assessment Overview

Students design their own personal project to address their own English language needs. They are required to specify their personal project goal, background, method, resources, progress measurement, timeline, schedule and anticipated outcomes. They need to develop their PPD based on relevant literature of the field concerned. The word limit is 1500.

Students receive written feedback based on rubrics.

Course Learning Outcomes

- CLO3 : Design and carry out a personal project based on the analysis of personal language needs
- CLO4 : Reflect on and assess their own progress to sustain personal and professional language enhancement
- CLO5 : Communicate critical personal learning outcomes with peers

Assessment Length

1500 words

Assignment submission Turnitin type

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

Generative AI Permission Level

Planning/Design Assistance

You are permitted to use generative AI tools, software or services to generate initial ideas, structures, or outlines. 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 tool, software or service should not be a part of your final submission. You should keep copies of your iterations to show your Course Authority if there is any uncertainty about the originality of your work.

If your Convenor has concerns that your answer contains passages of AI-generated text or media that have not been sufficiently modified you may be asked to explain your work, but we recognise that you are permitted to use AI generated text and media as a starting point and some traces may remain. 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](#).

Project logbook and journal

Assessment Overview

Students record their learning activities and keep reflective journal on a regular basis as planned in their PPD. They are required to spend 30 hours or more for their personal project.

Students receive written feedback based on rubrics.

Course Learning Outcomes

- CLO1 : Analyse and identify personal language needs
- CLO2 : Apply tools and resources for language enhancement

Detailed Assessment Description

Logbooks and journal entries will be reviewed and graded during tutorial classes from Week 3 to Week 8. The final journal entry will be assessed outside of class after the Friday of Week 8.

Submission notes

The logbook and journal does not need submission; rather, it will be assessed directly on the e-portfolio that the student creates and shares with the teachers.

Assignment submission Turnitin type

This is not a Turnitin assignment

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.

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Oral Presentation-10 minutes

Assessment Overview

Students present their learning highlights from their personal project for about 10 minutes to inspire peers to continue to enhance their language skills even after completing the course. They are required to submit an abstract (about 150 words) about what they are going to present a couple of weeks before the presentation day.

Students receive written feedback from tutor on abstracts (10%) and from peers on presentation (10%) based on rubrics.

Course Learning Outcomes

- CLO4 : Reflect on and assess their own progress to sustain personal and professional language enhancement
- CLO5 : Communicate critical personal learning outcomes with peers

Assessment Length

150 words for abstract and 7 minutes for presentation

Assignment submission Turnitin type

Not Applicable

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.

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Reflective Essay

Assessment Overview

Students analytically and critically reflect on their learning experience of implementing their own personal project and put achievable actions in a plan for the next learning stage. The word limit is 2000.

Students receive written feedback based on rubrics.

Course Learning Outcomes

- CLO1 : Analyse and identify personal language needs
- CLO2 : Apply tools and resources for language enhancement

Assessment Length

2000 words

Assignment submission Turnitin type

This assignment is submitted through Turnitin and students can 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.

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General Assessment Information

Grading Basis

Standard

Course Schedule

Teaching Week/Module	Activity Type	Content
Week 0 : 2 September - 8 September	Activity	Sign up for OpenLearning via Moodle and create a profile; Create a profile with a brief bio and a recent photo
Week 1 : 9 September - 15 September	Lecture	Introduction to the course fundamentals (the PA Model, the OpenLearning platform, diagnostic assessment tools, the PELE working principles and social clubs); Guiding a context analysis
	Tutorial	Context analysis for the personal project; Starting a 21-day challenge to form a good new habit; Getting familiar with OneNote
Week 2 : 16 September - 22 September	Lecture	Identifying a missing piece in communication; Introducing the foundational principles for personal project design (PPD)
	Tutorial	Setting a goal for the personal project; Brainstorming a personal project design (PPD) with an AI tool; Trying it out for a week
Week 3 : 23 September - 29 September	Lecture	Introducing language learning resources and methods
	Tutorial	Revising and finalising the personal project design (PPD)
Week 4 : 30 September - 6 October	Lecture	Introducing reflective learning for journal writing through mindfulness and non-violent communication (NVC)
	Tutorial	Journal writing practice; Discussion on the four tendencies
Week 5 : 7 October - 13 October	Tutorial	Discussing persona project progress
Week 6 : 14 October - 20 October	Online Activity	Watching short videos on time management and share thoughts and experiences on OL
Week 7 : 21 October - 27 October	Lecture	Introducing inter-cultural professional communication skills
	Tutorial	Discussing personal project progress; Practising email writing
Week 8 : 28 October - 3 November	Lecture	Introducing how to write abstracts and reflective essays
	Tutorial	Drafting an abstract; Finalising the Logbook and Journal
Week 9 : 4 November - 10 November	Lecture	Showcasing reflective practice and presentation skills
	Tutorial	Presentation preparation and rehearsal
Week 10 : 11 November - 17 November	Lecture	Learning Festival - keynote speeches
	Tutorial	Learning Festival - parallel presentations (peer assessment)

Attendance Requirements

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

Course Resources

Recommended Resources

Studying in English: Strategies for Success in Higher Education (2017)

Book – Essentials of Essay Writing: What Markers Look For (2017)

Book – Learner English: A Teacher's Guide to Interference and Other Problems (2001) Book –

Critical Reading and Writing in the Digital Age: An Introductory Coursebook (2016) Book –

Longman Grammar of Spoken and Written English (1994)

Book – Foreign Language Learning (1998)

Book – Lexical Issues in Language Learning (1995)

Book – How Languages are Learned (2004)

Book – Give It a Go: Teaching Pronunciation to Adults (2009)

Book – Teaching and Researching Speaking (2017)

More resources are recommended on Leganto (via Moodle) & OpenLearning

Course Evaluation and Development

Courses are periodically reviewed and students' feedback is used to improve them. Feedback is gathered from students using myExperience. Students are encouraged to complete their surveys by accessing the personalised web link via the Moodle course site.

Staff Details

Position	Name	Email	Location	Phone	Availability	Equitable Learning Services Contact	Primary Contact
Convenor	Mira Kim		Room 274 Morven Brown		Tuesday 11-12 pm	Yes	No
Tutor	Ying Dong					Yes	No
Head tutor	Camille Lapierre					No	Yes
Tutor	Jiyoung Kim					No	No
	Jacqueline Coan					No	No
	Noriko Jay					No	No

Other Useful Information

Academic Information

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

Please see: <https://www.unsw.edu.au/arts-design-architecture/student-life/resources-support/>

[protocols-guidelines](#) for essential student information relating to:

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

And other essential academic information.

Academic Honesty and Plagiarism

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

UNSW groups plagiarism into the following categories:

- Copying: Using the same or very similar words to the original text or idea without acknowledging the source or using quotation marks. This includes copying materials, ideas or concepts from a book, article, report or other written document, presentation, composition, artwork, design, drawing, circuitry, computer program or software, website, internet, other electronic resource, or another person's assignment without appropriate acknowledgement.
- Inappropriate paraphrasing: Changing a few words and phrases while mostly retaining the original information, structure and/or progression of ideas of the original without acknowledgement. This also applies in presentations where someone paraphrases another's ideas or words without credit and to piecing together quotes and paraphrases into a new whole, without appropriate referencing.
- Collusion: Working with others but passing off the work as a person's individual work. Collusion also includes providing your work to another student for the purpose of them plagiarising, paying another person to perform an academic task, stealing or acquiring another person's academic work and copying it, offering to complete another person's work or seeking payment for completing academic work.
- Inappropriate citation: Citing sources which have not been read, without acknowledging the "secondary" source from which knowledge of them has been obtained.
- Duplication ("self-plagiarism"): Submitting your own work, in whole or in part, where it has previously been prepared or submitted for another assessment or course at UNSW or another university.

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

Completing the ELISE tutorial and quiz will enable you to:

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

Use of AI for assessments

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

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

[Use of AI for assessments | UNSW Current Students](#)

Submission of Assessment Tasks

Turnitin Submission

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

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

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

Late Submission Penalty

UNSW has a standard late submission penalty of:

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

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

School Contact Information

School of Humanities & Languages

Email: hal@unsw.edu.au

Location: School Office, Morven Brown Building, Level 2, Room 258

Opening Hours: Monday - Friday, 9am - 5pm