



## UNSW Course Outline

# ZEIT4502 Aircraft and Systems Design 2 - 2024

Published on the 11 Feb 2024

## General Course Information

Course Code : ZEIT4502

Year : 2024

Term : Semester 1

Teaching Period : Z1

Is a multi-term course? : No

Faculty : UNSW Canberra

Academic Unit : School of Engineering and Technology

Delivery Mode : In Person

Delivery Format : Standard

Delivery Location : UNSW Canberra at ADFA

Campus : UNSW Canberra

Study Level : Undergraduate

Units of Credit : 6

### Useful Links

[Handbook Class Timetable](#)

## Course Details & Outcomes

### Course Description

Students in Aircraft and Systems Design 2 will generally continue the preliminary design that they began in the first semester of the class with a greater focus on detailed design and testing.

Advanced students will be given an option to explore a new design, moving through both ASD1

and ASD2 material. After a revision of flight performance, the course develops much more detailed estimates of the design lift, drag, and weight and balance distributions. A propulsion system design is undertaken, coupled with a more detailed estimate of the aircraft's performance. Third, simulated flight testing is conducted to evaluate the aircraft's dynamic stability characteristics. Finally, the methods of wind tunnel testing are used to measure drag and compare with predictions. Students work in design teams on their open-ended aircraft design project.

This course is a 6 UOC capstone course and relies on the entire scope of knowledge gained in the undergraduate Aeronautical engineering program, with a particular focus on the Fundamentals of Flight, Structures, Controls, and Aerodynamics courses. The course places a heavy emphasis on group work, open-ended design, and oral and written communication skills.

## **Relationship to Other Courses**

Prerequisite: ZEIT3504

Students must have completed Fundamentals of Flight (ZEIT2502) and Aircraft Systems Design (ASD1, ZEIT 3504). Students will benefit significantly from Stability and Control (ZEIT3505) and all subjects covering Aerodynamics, Aircraft Structures, Aircraft Propulsion and Aircraft Systems. In team designs, there is the option for a student to do computational fluid dynamics (CFD) analysis to augment their designs' simulation and wind tunnel exploration; students pursuing this path will benefit from the elective on CFD.

# Course Learning Outcomes

Course Learning Outcomes	Engineers Australia - Professional Engineer (Stage 1)
CL01 : Estimate aerodynamic, stability, control, and weight and balance parameters and compare with prediction and testing.	<ul style="list-style-type: none"> <li>• PEE2.1 : Application of established engineering methods to complex engineering problem solving</li> <li>• PEE2.2 : Fluent application of engineering techniques, tools and resources</li> <li>• PEE2.3 : Application of systematic engineering synthesis and design processes</li> <li>• PEE2.4 : Application of systematic approaches to the conduct and management of projects within the technology domain</li> </ul>
CL02 : Develop an aircraft propulsion design and relate it to aircraft performance and the overall aircraft design process.	<ul style="list-style-type: none"> <li>• PEE2.2 : Fluent application of engineering techniques, tools and resources</li> <li>• PEE2.3 : Application of systematic engineering synthesis and design processes</li> <li>• PEE2.4 : Application of systematic approaches to the conduct and management of projects within the technology domain</li> </ul>
CL03 : Evaluate the dynamic stability and control aspects of an aircraft design and relate it to simulated flight testing.	<ul style="list-style-type: none"> <li>• PEE1.5 : Knowledge of engineering design practice and contextual factors impacting the engineering discipline</li> <li>• PEE2.2 : Fluent application of engineering techniques, tools and resources</li> <li>• PEE2.3 : Application of systematic engineering synthesis and design processes</li> <li>• PEE2.4 : Application of systematic approaches to the conduct and management of projects within the technology domain</li> </ul>
CL04 : Perform an open-ended detail design of an aspect of aeronautical engineering related to aircraft design.	<ul style="list-style-type: none"> <li>• PEE2.3 : Application of systematic engineering synthesis and design processes</li> <li>• PEE2.4 : Application of systematic approaches to the conduct and management of projects within the technology domain</li> <li>• PEE3.3 : Creative, innovative and pro-active demeanour</li> <li>• PEE3.4 : Professional use and management of information</li> <li>• PEE3.6 : Effective team membership and team leadership</li> </ul>
CL05 : Communicate your work to professionals and peers within the aviation community via oral and written presentations and design reviews.	<ul style="list-style-type: none"> <li>• PEE1.5 : Knowledge of engineering design practice and contextual factors impacting the engineering discipline</li> <li>• PEE3.1 : Ethical conduct and professional accountability</li> <li>• PEE3.2 : Effective oral and written communication in professional and lay domains</li> <li>• PEE3.3 : Creative, innovative and pro-active</li> </ul>

	demeanour • PEE3.5 : Orderly management of self, and professional conduct • PEE3.6 : Effective team membership and team leadership
--	--

Course Learning Outcomes	Assessment Item
CLO1 : Estimate aerodynamic, stability, control, and weight and balance parameters and compare with prediction and testing.	<ul style="list-style-type: none"> <li>• Portfolio 2</li> <li>• Portfolio 1</li> <li>• Group Report</li> <li>• Report Individual</li> <li>• Design Review</li> </ul>
CLO2 : Develop an aircraft propulsion design and relate it to aircraft performance and the overall aircraft design process.	<ul style="list-style-type: none"> <li>• Portfolio 2</li> <li>• Portfolio 1</li> <li>• Group Report</li> <li>• Report Individual</li> <li>• Design Review</li> </ul>
CLO3 : Evaluate the dynamic stability and control aspects of an aircraft design and relate it to simulated flight testing.	<ul style="list-style-type: none"> <li>• Portfolio 2</li> <li>• Group Report</li> <li>• Report Individual</li> <li>• Design Review</li> </ul>
CLO4 : Perform an open-ended detail design of an aspect of aeronautical engineering related to aircraft design.	<ul style="list-style-type: none"> <li>• Group Report</li> <li>• Report Individual</li> <li>• Design Review</li> </ul>
CLO5 : Communicate your work to professionals and peers within the aviation community via oral and written presentations and design reviews.	<ul style="list-style-type: none"> <li>• Presentation</li> <li>• Group Report</li> <li>• Report Individual</li> <li>• Design Review</li> </ul>

## Learning and Teaching Technologies

Moodle - Learning Management System | Echo 360

## Learning and Teaching in this course

This course does not use traditional tests and exams for its assessment structures, as the focus of this course is on open-ended independent problem-solving, communication skills, and collaboration. Students are assessed via written and oral presentations as well as group “design reviews” that mimic industry practices.

A major component of the course is the virtual flight-testing laboratory in the aviation studio, CFD analysis and the wind tunnel testing. Students will translate their designs into flyable simulation

models for use with the X-plane flight simulator, and conduct flight tests based on real-world techniques.

## The Learning Management System

Moodle is the Learning Management System used at UNSW Canberra. All courses have a Moodle site which will become available to students at least one week before the start of semester. Please find all help and documentation (including Blackboard Collaborate) at the [Moodle Support](#) page.

UNSW Moodle supports the following web browsers:

» Google Chrome 50+

» Safari 10+

\*\* Internet Explorer is not recommended

\*\* Addons and Toolbars can affect any browser's performance.

Operating systems recommended are:

Windows 7, 10, Mac OSX Sierra, iPad IOS10

For further details about system requirements click [here](#).

Log in to Moodle [here](#).

If you need further assistance with Moodle:

For enrolment and login issues please contact:

IT Service Centre

Email: [itservicecentre@unsw.edu.au](mailto:itservicecentre@unsw.edu.au)

Phone: (02) 9385-1333

International: +61 2 9385 1333

For all other Moodle issues please contact:

External TELT Support

Email: [externalteltsupport@unsw.edu.au](mailto:externalteltsupport@unsw.edu.au)

Phone: (02) 9385-3331

International: +61 2 938 53331

Opening hours:

Monday – Friday 7:30am – 9:30 pm

Saturday & Sunday 8:30 am – 4:30pm

## Other Professional Outcomes

### Academic Integrity and Plagiarism

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 this principle of academic integrity. All students are expected to adhere to UNSW's Student Code of Conduct

<https://www.gs.unsw.edu.au/policy/documents/studentcodepolicy.pdf>

Plagiarism undermines academic integrity and is not tolerated at UNSW. *It is defined as using the words or ideas of others and passing them off as your own, and can take many forms, from deliberate cheating to accidental copying from a source without acknowledgement.*

For more information, please refer to the following:

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

### Referencing

In this course, students are required to use the American Institute of Aeronautics and Astronautics (AIAA) report format supplied on Moodle. AIAA is the world's largest aerospace technical society, with nearly 30000 individual members from 85 countries, and 95 corporate members.

## Additional Course Information

This course does not use traditional tests and exams for its assessment structures, as the focus of this course is on open-ended independent problem solving, communication skills, and collaboration. Students are assessed via written and oral presentations as well as group “design reviews” that mimic industry practices.

A major component of the course is the virtual flight-testing laboratory in the aviation studio and the wind tunnel testing. Students will translate their designs into flyable simulation models for use with the X-plane flight simulator, and conduct flight tests based on real-world techniques.

### Academic Integrity and Plagiarism

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 this principle of academic integrity. All students are expected to adhere to UNSW's Student Code of Conduct <https://www.gs.unsw.edu.au/policy/documents/studentcodepolicy.pdf>

Plagiarism undermines academic integrity and is not tolerated at UNSW. *It is defined as using the words or ideas of others and passing them off as your own, and* can take many forms, from deliberate cheating to accidental copying from a source without acknowledgement.

For more information, please refer to the following:

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

### **Referencing**

In this course, students are required to use the American Institute of Aeronautics and Astronautics (AIAA) report format supplied on Moodle. AIAA is the world's largest aerospace technical society, with nearly 30000 individual members from 85 countries, and 95 corporate members.

### **Study at UNSW Canberra**

<https://www.unsw.adfa.edu.au/study>

Study at UNSW Canberra has lots of useful information regarding:

- Where to get help
- Administrative matters
- Getting your passwords set up
- How to log on to Moodle
- Accessing the Library and other areas.

### **Additional Information as required**

CRICOS Provider no. 00098G

The University of New South Wales Canberra.

# Assessments

## Assessment Structure

Assessment Item	Weight	Relevant Dates	Engineers Australia - Professional Engineer (Stage 1)
Portfolio 2 Assessment Format: Individual	20%	Due Date: Week 9	<ul style="list-style-type: none"> <li>• PEE1.5 : Knowledge of engineering design practice and contextual factors impacting the engineering discipline</li> <li>• PEE2.1 : Application of established engineering methods to complex engineering problem solving</li> <li>• PEE2.3 : Application of systematic engineering synthesis and design processes</li> <li>• PEE3.4 : Professional use and management of information</li> </ul>
Presentation Assessment Format: Individual	10%	Due Date: Weeks 11-13	<ul style="list-style-type: none"> <li>• PEE1.2 : Conceptual understanding of the mathematics, numerical analysis, statistics, and computer and information sciences which underpin the engineering discipline</li> <li>• PEE2.2 : Fluent application of engineering techniques, tools and resources</li> <li>• PEE3.2 : Effective oral and written communication in professional and lay domains</li> <li>• PEE3.3 : Creative, innovative and pro-active demeanour</li> <li>• PEE3.4 : Professional use and management of information</li> </ul>
Portfolio 1 Assessment Format: Individual	20%	Due Date: Week 4	<ul style="list-style-type: none"> <li>• PEE1.5 : Knowledge of engineering design practice and contextual factors impacting the engineering discipline</li> <li>• PEE2.3 : Application of systematic engineering synthesis and design processes</li> <li>• PEE2.1 : Application of established engineering methods to complex engineering problem solving</li> <li>• PEE3.4 : Professional use and management of information</li> </ul>
Group Report Assessment Format: Group	20%	Due Date: Exam week	<ul style="list-style-type: none"> <li>• PEE1.2 : Conceptual understanding of the mathematics, numerical analysis, statistics, and computer and information sciences which underpin the engineering discipline</li> <li>• PEE1.5 : Knowledge of engineering design practice and contextual factors impacting the engineering discipline</li> </ul>



			<ul style="list-style-type: none"> <li>• PEE2.3 : Application of systematic engineering synthesis and design processes</li> <li>• PEE3.6 : Effective team membership and team leadership</li> <li>• PEE3.4 : Professional use and management of information</li> </ul>
Report Individual Assessment Format: Individual	20%	Due Date: Exam week	<ul style="list-style-type: none"> <li>• PEE1.5 : Knowledge of engineering design practice and contextual factors impacting the engineering discipline</li> <li>• PEE2.1 : Application of established engineering methods to complex engineering problem solving</li> <li>• PEE3.2 : Effective oral and written communication in professional and lay domains</li> <li>• PEE2.3 : Application of systematic engineering synthesis and design processes</li> </ul>
Design Review Assessment Format: Group	10%	Due Date: Week 6	<ul style="list-style-type: none"> <li>• PEE1.2 : Conceptual understanding of the mathematics, numerical analysis, statistics, and computer and information sciences which underpin the engineering discipline</li> <li>• PEE2.3 : Application of systematic engineering synthesis and design processes</li> <li>• PEE3.1 : Ethical conduct and professional accountability</li> <li>• PEE3.3 : Creative, innovative and pro-active demeanour</li> <li>• PEE3.4 : Professional use and management of information</li> <li>• PEE3.5 : Orderly management of self, and professional conduct</li> <li>• PEE3.6 : Effective team membership and team leadership</li> </ul>

## Assessment Details

### Portfolio 2

#### Assessment Overview

Individual mid-semester design task workings within a team-based design

#### Course Learning Outcomes

- CL01 : Estimate aerodynamic, stability, control, and weight and balance parameters and compare with prediction and testing.
- CL02 : Develop an aircraft propulsion design and relate it to aircraft performance and the

overall aircraft design process.

- CLO3 : Evaluate the dynamic stability and control aspects of an aircraft design and relate it to simulated flight testing.

#### **Detailed Assessment Description**

Students continue to do the listed assignment tasks each week or fortnight for their aircraft design across Weeks Four, Five and Seven. Their individual workings are submitted in an updated design portfolio in Week Nine by the group leader for assessment and feedback.

### **Presentation**

#### **Assessment Overview**

Individual presentation on design tasks towards the end of the Semester

#### **Course Learning Outcomes**

- CLO5 : Communicate your work to professionals and peers within the aviation community via oral and written presentations and design reviews.

#### **Detailed Assessment Description**

Students continue to do the listed assignment tasks each week or fortnight for their aircraft design across Weeks Six to Thirteen. They individually present concerning these workings and their implications on the aircraft design in Weeks Eleven to Thirteen for feedback. The presentation feedback helps with the final write-up of these tasks as a separate assessment due in the Study week (annexes to the final group report).

### **Portfolio 1**

#### **Assessment Overview**

Individual early design task workings within a team-based design

#### **Course Learning Outcomes**

- CLO1 : Estimate aerodynamic, stability, control, and weight and balance parameters and compare with prediction and testing.
- CLO2 : Develop an aircraft propulsion design and relate it to aircraft performance and the overall aircraft design process.

#### **Detailed Assessment Description**

Once students find an aircraft design team (project), they determine in the team which students do the listed assignment tasks each week or fortnight for their aircraft design. Their individual workings for the first three weeks are submitted in a design portfolio in Week Four by the group leader for assessment and feedback.

# Group Report

## Assessment Overview

Summary group report on design at the end of the Semester

## Course Learning Outcomes

- CL01 : Estimate aerodynamic, stability, control, and weight and balance parameters and compare with prediction and testing.
- CL02 : Develop an aircraft propulsion design and relate it to aircraft performance and the overall aircraft design process.
- CL03 : Evaluate the dynamic stability and control aspects of an aircraft design and relate it to simulated flight testing.
- CL04 : Perform an open-ended detail design of an aspect of aeronautical engineering related to aircraft design.
- CL05 : Communicate your work to professionals and peers within the aviation community via oral and written presentations and design reviews.

## Detailed Assessment Description

Students complete a group summary design report in AIAA format due in Exam week.

# Report Individual

## Assessment Overview

Summary report of individual design tasks completed late in the semester, annexed to the Group's Final Design Report

## Course Learning Outcomes

- CL01 : Estimate aerodynamic, stability, control, and weight and balance parameters and compare with prediction and testing.
- CL02 : Develop an aircraft propulsion design and relate it to aircraft performance and the overall aircraft design process.
- CL03 : Evaluate the dynamic stability and control aspects of an aircraft design and relate it to simulated flight testing.
- CL04 : Perform an open-ended detail design of an aspect of aeronautical engineering related to aircraft design.
- CL05 : Communicate your work to professionals and peers within the aviation community via oral and written presentations and design reviews.

## Detailed Assessment Description

Students continue to do the listed assignment tasks each week or fortnight for their aircraft design across Weeks Eight to Thirteen. Their individual workings are submitted as annexes to the Group Summary Report in the Exam Week by the group leader for assessment. These tasks are also the topic of the student presentation (separate assessment) where they receive

any feedback verbally before final write up.

## **Design Review**

### **Assessment Overview**

Group presentation mid-semester to a panel of senior designers to show progress, ascertain issues and obtain feedback.

### **Course Learning Outcomes**

- CL01 : Estimate aerodynamic, stability, control, and weight and balance parameters and compare with prediction and testing.
- CL02 : Develop an aircraft propulsion design and relate it to aircraft performance and the overall aircraft design process.
- CL03 : Evaluate the dynamic stability and control aspects of an aircraft design and relate it to simulated flight testing.
- CL04 : Perform an open-ended detail design of an aspect of aeronautical engineering related to aircraft design.
- CL05 : Communicate your work to professionals and peers within the aviation community via oral and written presentations and design reviews.

### **Detailed Assessment Description**

In Week Six students conduct a group design review with a panel of aircraft design supervisors. The lengthy interactive session is facilitated by a student handout showing the design work, issues and options. All lecture, laboratory and tutorial sessions will be utilised for these group reviews in Week Six.

## **General Assessment Information**

Portfolios are due in the first lecture of the week they are listed to be submitted (i.e., Week 4 and Week 9) and are to be collated, clearly identified and submitted to the lecturer by the group leader or delegate. Students are to upload an electronic copy or scan of their submission to Moodle by 2200 hours on the day it is handed to the lecturer. Portfolio 1 will be due in week 4; feedback and grades will be given to students during that week, if possible, before Census Day. Please alert the Convenor if Census Day is crucial to your academic program so priority marking and feedback can occur.

Presentations are due for upload on Moodle by 2200 hours on the day they are presented to the course in weeks 11-13.

Group Reports and Individual Annexes are due on the Monday of Exam week and must be uploaded to Moodle.

Group reviews will be scheduled for Week Six, and handouts must be handed to the panel on the day scheduled, with an electronic version uploaded to Moodle by 2200 hours that evening.

### **Late Submission of Assessment**

Late submission is only allowed if prior arrangement (48 hours prior to being due) is made with the lecturer or a formal application for special consideration is submitted. There will be a penalty of 5% of the total available mark for the assessment for each day that an assessment item is late up to a maximum of 5 days (120 hours) after which an assessment can no longer be submitted and a grade of 0 will be applied.

### **Use of Generative AI in Assessments**

For all assessment tasks you may use standard editing and referencing software, such as Grammarly, but not Generative AI. If the use of generative AI such as ChatGPT is detected, it will be regarded as serious academic misconduct and subject to the standard penalties, which may include 00 FL, suspension and exclusion.

### **Grading Basis**

Standard

### **Requirements to pass course**

To pass this subject, students must achieve 50 per cent overall across all assessments. No assessments must be passed in their own right to pass the subject.

# Course Schedule

Teaching Week/Module	Activity Type	Content
Week 1 : 26 February - 1 March	Lecture	Subject introduction (all), baseline performance (KJ), aircraft weight and centre of gravity estimation (CH).
Week 2 : 4 March - 8 March	Lecture	Propulsion analysis, thrust required, thrust available and specific excess power (CH), lateral stability estimation (KJ).
Week 3 : 11 March - 15 March	Group Work	Residual lectures from propulsion analysis (CH). Finalise Portfolio 1 submission (due week 4)
Week 4 : 18 March - 22 March	Lecture	CFD Mesh and Time Independence studies (JZ). Wind Tunnel test planning (JZ). Simulator test planning (KJ & AS).
Week 5 : 25 March - 29 March	Lecture	Dynamic Stability modes and testing (KJ). Continue Portfolio 2 design work.
Week 6 : 1 April - 5 April	Group Activity	Design Review in groups (all)
Week 7 : 22 April - 26 April	Laboratory	Continue Portfolio 2 work. Simulation (AS), wind tunnel (JZ) and CFD (JZ) laboratories.
Week 8 : 29 April - 3 May	Laboratory	Simulation (AS), wind tunnel (JZ) and CFD (JZ) laboratories.
Week 9 : 6 May - 10 May	Laboratory	Simulation (AS), wind tunnel (JZ) and CFD (JZ) laboratories.
Week 10 : 13 May - 17 May	Laboratory	Simulation (AS), wind tunnel (JZ) and CFD (JZ) laboratories.
Week 11 : 20 May - 24 May	Presentation	Individual student presentations to whole course.
Week 12 : 27 May - 31 May	Presentation	Individual student presentations to the whole course.
Week 13 : 3 June - 7 June	Presentation	Individual student presentations to the whole course.

## Attendance Requirements

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

## General Schedule Information

Lectures are provided by Dr Keith Joiner (KJ), Dr Charles Hoke (CH) and Dr Jisheng Zhao (JZ). Tutorials will primarily be with Alexander Somerville (AS) although other staff can tutor tasks in individual assistance if required. Simulation laboratories will be with AS. Wind tunnel and CFD laboratories will be with JZ. Students are required to attend scheduled lectures, laboratories, design reviews and student presentations unless prior approval is given by the lecturer or laboratory supervisor. Tutorials are on Wednesdays and should have a representative of each group attend each week as a minimum. Lectures occur on Mondays and Thursdays each academic week except for public holidays on 11th March, 1st April and, 25th April, and the Monday 27th May is delivered on Tuesday 28th May (compensation day). Student groups must identify laboratory times for the group by Week Six to the demonstrators from the allotted periods in Weeks 7 -10 and attend all scheduled simulation, wind tunnel and CFD laboratories. Student presentations will occur in weeks 11-13 on Mondays during lecture and laboratory periods 1400-1800 and on Thursdays during the lecture period 1200-1400.

# Course Resources

## Prescribed Resources

The following textbook is available electronically from the ISBN 9780128184653 *General Aviation Aircraft Design: Applied Methods and Procedures*, Gundmunsson, 2<sup>nd</sup> Ed. 2022, Elsevier US.

Students may find a hardcopy easier.

## Recommended Resources

Select students will download software and licenses for CFD, simulation and CAD modelling that are free or provided by the School.

## Additional Costs

Nil

## Course Evaluation and Development

One of the key priorities in the 2025 Strategy for UNSW is a drive for academic excellence in education. One of the ways of determining how well UNSW is progressing towards this goal is by listening to our own students. Students will be asked to complete the myExperience survey towards the end of this course.

Students can also provide feedback during the semester via: direct contact with the lecturer, the “On-going Student Feedback” link in Moodle, Student-Staff Liaison Committee meetings in schools, informal feedback conducted by staff, and focus groups. Student opinions really do make a difference. Refer to the Moodle site for this course to see how the feedback from previous students has contributed to the course development.

**Important note:** Students are reminded that any feedback provided should be constructive and professional and that they are bound by the Student Code of Conduct Policy

<https://www.gs.unsw.edu.au/policy/documents/studentcodepolicy.pdf>

# Staff Details

Position	Name	Email	Location	Phone	Availability	Equitable Learning Services Contact	Primary Contact
Convenor	Keith Joiner		Building 21, Room 363	0499202284	Email initially	No	Yes
Lecturer	Charles Hoke		Building 17		Email initially	No	No
	Jisheng Zhao		Building 21, Room 365		Email initially	No	No
Tutor	Alexander Somerville		Building 17, Ground Floor, Aviation Lab		Email initially	No	No

## Other Useful Information

### Academic Information

#### Course Evaluation and Development

One of the key priorities in the 2025 Strategy for UNSW is a drive for academic excellence in education. One of the ways of determining how well UNSW is progressing towards this goal is by listening to our own students. Students will be asked to complete the myExperience survey towards the end of each course.

Students can also provide feedback during the semester via: direct contact with the lecturer, the “On-going Student Feedback” link in Moodle, Student-Staff Liaison Committee meetings in schools, informal feedback conducted by staff, and focus groups (where applicable). Student opinions really do make a difference. Refer to the Moodle site for your course to see how the feedback from previous students has contributed to the course development.

Important note: Students are reminded that any feedback provided should be constructive and professional and that they are bound by the Student Code of Conduct.

<https://www.gs.unsw.edu.au/policy/documents/studentcodepolicy.pdf>

#### Equitable Learning Services (ELS)

Students living with neurodivergent, physical and/or mental health conditions or caring for someone with these conditions may be eligible for support through the Equitable Learning Services team. Equitable Learning Services is a free and confidential service that provides practical support to ensure your mental or physical health conditions do not adversely affect



your studies.

Our team of dedicated **Equitable Learning Facilitators (ELFs)** are here to assist you through this process. We offer a number of services to make your education at UNSW easier and more equitable.

Further information about ELS for currently enrolled students can be found at: <https://www.student.unsw.edu.au/equitable-learning>

## Academic Honesty and Plagiarism

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 this principle of academic integrity. All students are expected to adhere to UNSW's Student Code of Conduct. Find relevant information at: [Student Code of Conduct \(unsw.edu.au\)](https://www.student.unsw.edu.au/student-code-of-conduct)

Plagiarism undermines academic integrity and is not tolerated at UNSW. It is defined as using the words or ideas of others and passing them off as your own, and can take many forms, from deliberate cheating to accidental copying from a source without acknowledgement.

For more information, please refer to the following:

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

## Submission of Assessment Tasks

### Special Consideration

Special Consideration is the process for assessing and addressing the impact on students of short-term events, that are beyond the control of the student, and that affect performance in a specific assessment task or tasks.

Applications for Special Consideration will be accepted in the following circumstances only:

- Where academic work has been hampered to a substantial degree by illness or other cause;
- The circumstances are unexpected and beyond the student's control;
- The circumstances could not have reasonably been anticipated, avoided or guarded against by the student; and either:
  - (i) they occurred during a critical study period and was 3 consecutive days or more

duration, or a total of 5 days within the critical study period; or

(ii) they prevented the ability to complete, attend or submit an assessment task for a specific date (e.g. final exam, in class test/quiz, in class presentation)

Applications for Special Consideration must be made as soon as practicable after the problem occurs and at the latest within three working days of the assessment or the period covered by the supporting documentation.

By sitting or submitting the assessment task the student is declaring that they are fit to do so and cannot later apply for Special Consideration (UNSW 'fit to sit or submit' requirement).

Sitting, accessing or submitting an assessment task on the scheduled assessment date, after applying for special consideration, renders the special consideration application void.

Find more information about special consideration at: <https://www.student.unsw.edu.au/special/consideration/guide>

Or apply for special consideration through your [MyUNSW portal](#).

### **Late Submission of assessment tasks (other than examinations)**

UNSW has a standard late submission penalty of:

- 5% per day,
- capped at five 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 extensions as early as possible before the deadline.

### **Electronic submission of assessment**

Except where the nature of an assessment task precludes its electronic submission, all assessments must be submitted to an electronic repository, approved by UNSW or the Faculty, for archiving and subsequent marking and analysis.

### **Release of final mark**

All marks obtained for assessment items during the session are provisional. The final mark as

published by the university following the assessment review group meeting is the only official mark.