



## UNSW Course Outline

# PLTX1300 Workplace Experience 1 - 2024

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## General Course Information

Course Code : PLTX1300

Year : 2024

Term : Term 1

Teaching Period : T1

Is a multi-term course? : No

Faculty : Faculty of Law and Justice

Academic Unit : Faculty of Law and Justice

Delivery Mode : Online

Delivery Format : Standard

Delivery Location : Work Experience

Campus : Sydney

Study Level : Postgraduate

Units of Credit : 6

### Useful Links

[Handbook Class Timetable](#)

## Course Details & Outcomes

### Course Description

This workplace experience is a mandatory requirement for the Graduate Diploma in Legal Professional Practice. It involves undertaking approved workplace experience totalling 20 days and in accordance with the as specified in the Workplace Experience requirements in Schedule 2

of the Legal Profession Uniform Admission Rules.

This workplace experience must be undertaken in Australia and is to be accumulated by undertaking at least two full days of workplace experience per week or 4 x 4-hour sessions of workplace experience per week. Please note that 15 of the 20 days of this workplace experience must be undertaken according to these requirements. It is permissible to apply for up to 5 of the remaining days credit for workplace experience accrued up to 2 years prior to starting PLT coursework.

This workplace experience will generally be undertaken during or after students have completed all required coursework for the Graduate Diploma in Legal Professional Practice (GDLPP). It provides the opportunity to apply the learning acquired during that coursework in a legal practice environment and under the supervision of an experienced legal practitioner. It can be undertaken at the same firm/ organisation as WE 2 or at a different workplace.

## **Course Aims**

This course enables students to complete accredited practical legal training for admission to the legal profession as specified in the Workplace Experience requirements at Schedule 2 of the Legal Profession Uniform Admission Rules.

The course enables students to extend on foundational intellectual and practical competencies through workplace learning experiences that embody UNSW Law and Justice's mission to study law in action and make a difference in the world by developing flexible skills, critical perspectives, and broad horizons in professional legal practice contexts.

## **Relationship to Other Courses**

This is a compulsory course in the Graduate Diploma in Legal Professional Practice (GDLPP). Students must be enrolled in the GDLPP to undertake this this course.

# Course Learning Outcomes

Course Learning Outcomes
CLO1 : At the end of this course, students will be able to demonstrate they have met the mandatory approved workplace experience component for the GDLPP practical legal training program. (PLO1; PLO2; PLO3; PLO4; PLO5)
CLO2 : At the end of this course, students will be able to to demonstrate they have bridged the gap between coursework and practice through work-integrated learning and the application of theory, communication, teamwork, self-management, and critical reflection. (PLO1; PLO2; PLO3; PLO4; PLO5)
CLO3 : At the end of this course, students will be able to demonstrate their understanding of workplace learning as a process through which individuals, teams, and organizations obtain knowledge, skills and attitudes according to their continuous interactions with each other or within the context of solving work-related problems and improving performance. (PLO1; PLO2; PLO3; PLO4; PLO5)

Course Learning Outcomes	Assessment Item
CLO1 : At the end of this course, students will be able to demonstrate they have met the mandatory approved workplace experience component for the GDLPP practical legal training program. (PLO1; PLO2; PLO3; PLO4; PLO5)	• Declarations
CLO2 : At the end of this course, students will be able to to demonstrate they have bridged the gap between coursework and practice through work-integrated learning and the application of theory, communication, teamwork, self-management, and critical reflection. (PLO1; PLO2; PLO3; PLO4; PLO5)	• Declarations
CLO3 : At the end of this course, students will be able to demonstrate their understanding of workplace learning as a process through which individuals, teams, and organizations obtain knowledge, skills and attitudes according to their continuous interactions with each other or within the context of solving work-related problems and improving performance. (PLO1; PLO2; PLO3; PLO4; PLO5)	• Declarations

## Learning and Teaching Technologies

Moodle - Learning Management System | Microsoft Teams

## Assessments

### Assessment Structure

Assessment Item	Weight	Relevant Dates
Declarations Assessment Format: Individual	100%	

# Assessment Details

## Declarations

### Assessment Overview

The sum of the days for all workplace experience placements in this course must not be less than 20 days. Please note that 15 of the 20 days of workplace experience must be undertaken according to the requirements outlined the Course Description. It is permissible to apply for up to 5 of the remaining days recognition of prior placement for workplace experience accrued up to 2 years prior to starting PLT coursework.

The student must submit a declaration in a form approved by UNSW Law signed by their supervisor from each workplace experience placement site for each period of workplace experience.

### Course Learning Outcomes

- CL01 : At the end of this course, students will be able to demonstrate they have met the mandatory approved workplace experience component for the GDLPP practical legal training program. (PLO1; PLO2; PLO3; PLO4; PLO5)
- CL02 : At the end of this course, students will be able to to demonstrate they have bridged the gap between coursework and practice through work-integrated learning and the application of theory, communication, teamwork, self-management, and critical reflection. (PLO1; PLO2; PLO3; PLO4; PLO5)
- CL03 : At the end of this course, students will be able to demonstrate their understanding of workplace learning as a process through which individuals, teams, and organizations obtain knowledge, skills and attitudes according to their continuous interactions with each other or within the context of solving work-related problems and improving performance. (PLO1; PLO2; PLO3; PLO4; PLO5)

## General Assessment Information

Students who do not complete their placement by the end of the term they are enrolled in will be placed on a holding grade until completion. Re-enrolment in the course is not required.

### Grading Basis

Competancy

### Requirements to pass course

Satisfactory completion of placement as per Workplace Experience 1 checklist and rules and signed student and supervisor declarations.

# Course Schedule

## Attendance Requirements

In person attendance at placement.

## General Schedule Information

This course is offered in Terms 1, 2, 3 and Summer.

# Course Resources

## Course Evaluation and Development

Opportunities to provide feedback are provided both informally through direct communication and formally through anonymous course and program level surveys. Feedback received is prioritised, analysed and implemented as part of the GDLPP's cycle of continuous improvement to enhance the student learning experience.

## Staff Details

Position	Name	Email	Location	Phone	Availability	Equitable Learning Services Contact	Primary Contact
Convenor	Vedna Jivan					No	Yes
	Pamela Taylor-Barnett					No	No

## Other Useful Information

### Academic Information

Upon your enrolment at UNSW, you share responsibility with us for maintaining a safe, harmonious and tolerant University environment.

You are required to:

- Comply with the University's conditions of enrolment.
- Act responsibly, ethically, safely and with integrity.
- Observe standards of equity and respect in dealing with every member of the UNSW community.
- Engage in lawful behaviour.
- Use and care for University resources in a responsible and appropriate manner.
- Maintain the University's reputation and good standing.

For more information, visit the [UNSW Student Code of Conduct Website](#).

## UNSW Law & Justice Assessment Policy

It is essential that all students undertaking this course read and abide by the [UNSW Law & Justice Assessment Policy & Student Information](#). This document includes information on Class Attendance, Late Work, Word Limits, Marking, Special Consideration, Workload, and Academic Misconduct & Plagiarism. More information can also be found at [Assessment & Exam Information](#).

Information regarding Course Outlines are subject to change and students are advised to check updates. If there is a discrepancy between the information posted here and the handbook or the UNSW Law & Justice website, please contact [Student Services via The Nucleus Hub](#) for advice. UNSW Law & Justice reserves the right to discontinue or vary such courses or staff allocations at any time. If your course is not here, please visit [Handbook](#) for information.

## Academic Honesty and Plagiarism

As a student at UNSW you are expected to display [academic integrity](#) in your work and interactions. Where a student breaches the [UNSW Student Code](#) with respect to academic integrity, the University may take disciplinary action under the Student Misconduct Procedure. To assure academic integrity, you may be required to demonstrate reasoning, research and the process of constructing work submitted for assessment.

To assist you in understanding what academic integrity means, and how to ensure that you do comply with the UNSW Student Code, it is strongly recommended that you complete the [Working with Academic Integrity](#) module before submitting your first assessment task. It is a free, online self-paced Moodle module that should take about one hour to complete.

## Submission of Assessment Tasks

Before submitting assessment items all students must read and abide by the [UNSW Law & Justice Assessment Policy & Student Information](#).

## Special consideration

Special consideration is primarily intended to provide you with an extra opportunity to demonstrate the level of performance of which you are capable. To apply, and for further

information, see Special Consideration on the UNSW [Current Students](#) page.

## Feedback

UNSW Law & Justice appreciates the need for students to have feedback on their progress prior to the last date for withdrawal without failure. All courses will therefore provide feedback to students prior to this date, as well as throughout the course. However, students should note that feedback does not take the form only of formal grades and written comments on written assessments. Rather, formative feedback, which helps students to self-assess, to identify misunderstandings, and to identify areas requiring further work, will occur during class and possibly online. For example, where a teacher asks the class a question, all students should think about how they might answer. Even though not all students will necessarily be able to respond orally, everyone can reflect on their tentative answer in light of the teacher's response and subsequent class discussion. If you are struggling to understand what is being asked in class, or if your tentative answers prove incorrect and subsequent discussion does not clear things up, then you should continue to ask questions (of yourself, your peers or your teacher). Similarly, you can get a sense of your ability in a course through peer feedback during group work, your teacher's responses to your in-class contributions, and your own response to in-class problems and examples (whether or not you are called on to relay your answer to the class) and also your online activities and responses by others to those activities. Students enrolled in this course may check their Moodle course page for details on the specific feedback used in this course.

## Faculty-specific Information

### Additional support for students

- Student support: <https://www.student.unsw.edu.au/support>
- Academic Skills and Support: <https://student.unsw.edu.au/academic-skills>
- Student Wellbeing, Health and Safety: <https://student.unsw.edu.au/wellbeing>
- Equitable Learning Services: <https://student.unsw.edu.au/els>
- UNSW IT Service Centre: <https://www.myit.unsw.edu.au>

### Course improvement

Student feedback is very important to continual course improvement. This is demonstrated within the Faculty of Law & Justice by the implementation of the UNSW online student survey myExperience, which allows students to evaluate their learning experiences in an anonymous way. myExperience survey reports are produced from each survey. They are released to staff after all student assessment results are finalised and released to students. Course convenors

will use the feedback to make ongoing improvements to the course. Students enrolled in this course may check their Moodle course page for details on the actions taken in response to evaluation feedback in Student Survey.

## School Contact Information

Contact [Nucleus Student Hub](#) for all enquiries