



UNSW Course Outline

PHCM2004 Communicable Disease - 2024

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General Course Information

Course Code : PHCM2004

Year : 2024

Term : Term 1

Teaching Period : T1

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 : Undergraduate

Units of Credit : 6

Useful Links

[Handbook Class Timetable](#)

Course Details & Outcomes

Course Description

This course is offered in two modes: either face to face (on campus) and fully online

This course will introduce students to the epidemiology and control of infectious or

communicable diseases. Students will learn about the global burden of infectious diseases, theory of transmission modes, surveillance, outbreak investigation, current disease prevention, control and management strategies, and emerging and re-emerging infections. Key case studies covering different types of communicable diseases will be used to illustrate these important concepts. Current and future challenges in communicable disease control will be highlighted.

Course Aims

This course will introduce you to communicable disease, its burden worldwide and the challenges of its control and management through an appreciation of key factors, such as, differing modes of transmission, the impact of travel and behaviour on transmission, the importance of surveillance in achieving disease prevention and control, key steps in outbreak investigation and current disease prevention, control and management strategies. You will use case studies to learn about preparing for and containing diseases with potentially catastrophic impact to the health and economic stability. You will gain an appreciation of the importance of a multi-disciplinary, public health approach to communicable disease control at a population level.

Relationship to Other Courses

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
CL01 : Demonstrate an understanding of communicable disease epidemiology including important modes of transmission and the burden of disease in the international context.
CL02 : Identify the appropriate features of surveillance systems of relevance in particular settings
CL03 : Determine appropriate strategies for investigating and controlling an outbreak
CL04 : Demonstrate an understanding of the methods used to prevent and control communicable diseases
CL05 : Describe the importance of water, sanitation and hygiene (WASH) and immunisation programs in controlling communicable disease.
CL06 : Recognise factors that influence human attitudes, behaviours and risk perceptions towards communicable diseases.
CL07 : Identify and use relevant literature to provide supporting evidence for public health decision-making

Course Learning Outcomes	Assessment Item
CLO1 : Demonstrate an understanding of communicable disease epidemiology including important modes of transmission and the burden of disease in the international context.	<ul style="list-style-type: none"> • Quiz • Report on Outbreak Investigation • Online discussion • Report on a communicable disease
CLO2 : Identify the appropriate features of surveillance systems of relevance in particular settings	<ul style="list-style-type: none"> • Quiz • Report on Outbreak Investigation • Online discussion • Report on a communicable disease
CLO3 : Determine appropriate strategies for investigating and controlling an outbreak	<ul style="list-style-type: none"> • Quiz • Report on Outbreak Investigation • Online discussion • Report on a communicable disease
CLO4 : Demonstrate an understanding of the methods used to prevent and control communicable diseases	<ul style="list-style-type: none"> • Quiz • Report on Outbreak Investigation • Online discussion • Report on a communicable disease
CLO5 : Describe the importance of water, sanitation and hygiene (WASH) and immunisation programs in controlling communicable disease.	<ul style="list-style-type: none"> • Quiz • Report on Outbreak Investigation • Online discussion • Report on a communicable disease
CLO6 : Recognise factors that influence human attitudes, behaviours and risk perceptions towards communicable diseases.	<ul style="list-style-type: none"> • Report on Outbreak Investigation • Online discussion • Report on a communicable disease
CLO7 : Identify and use relevant literature to provide supporting evidence for public health decision-making	<ul style="list-style-type: none"> • Report on Outbreak Investigation • Online discussion • Report on a communicable disease

Learning and Teaching Technologies

Moodle - Learning Management System | Microsoft Teams

Learning and Teaching in this course

This course uses UNSW Moodle as the learning management system for the facilitation and communication between faculty and students, submission of assignments, course material, and posting of grades.

Online students can access live/ recorded tutorials via MS Teams.

All students have access to the course material, readings and additional resources online via UNSW Moodle. There are discussion areas on the site where students can ask questions relating to the weekly learning activities and the course assessments. Students also have the opportunity

to participate in scheduled online discussions. It is essential that all students check the course website at least weekly for announcements and new materials. For further information on the Moodle site and its features and ways of using it see <https://student.unsw.edu.au/moodle-support>.

This course uses learning activities and assessment tasks that reflect the learning outcomes of the course and are drawn from real studies in order to support your learning of new concepts and the application of epidemiological techniques through practice, lectures, online discussions and scheduled face to face/ online sessions.

This course uses the online learning environment to provide access to:

- The course outline and weekly modules with web links to required pre-readings and key resources
- Recorded lectures and PowerPoint slides
- Online version of case studies for external students
- Assessment tasks and submission of assessments.

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.

Additional Course Information

The course is offered in two modes – fully online or in a 'flipped classroom' format.

Internal students

A 'flipped classroom' approach is used in this course. This means you will (independently) watch a series of online lectures before participating in synchronous weekly tutorials. Lectures will be provided by members of the Infectious Disease Group at UNSW and by experts from the field who draw on their particular areas of expertise to introduce students to core theoretical approaches and applications. Then, you will complete some real-life case studies and other activities during the tutorials to supplement the content covered in the lectures. These case studies will help you consolidate and strengthen your understanding of the key learning concepts and aim to marry themes from the essential readings and lectures and enable you to meet the course objectives. Each case study includes several checkpoint questions that assess your comprehension of the content.

All internal students are strongly encouraged to attend face-to-face tutorial on campus every

Wednesday, during teaching weeks 1 to 10 (except week 6). The times and locations of classes can also be found on [myUNSW](#) under Class Timetable.

Internal students unable to attend face to face tutorials due to illness or any other reasons may videoconference in and participate remotely via Microsoft Teams. Recordings will also be made available.

Fully online mode

This course is presented fully online for external students. Students enrolled in this mode will work through the 10 modules (one every week, except week 6) of the course independently. Each module contains a mixture of recorded lecture/s and interactive case studies, which you are expected to complete at your own pace. There will be a discussion forum available for each module. You can use this forum to post questions about the course, engage with your peers, and reflect on the learning. The forum is a place for learning; you are welcome to share interesting content you find with others in the forum. The discussion forums will be supported by academic staff on weekdays.

The course has been structured in the following way for external students:

- Each week is composed of one learning module. Weekly lectures will introduce key concepts that you are required to understand and apply by the end of the module.
- After each lecture, you will complete a case study via Moodle, which will help you consolidate your understanding. Case studies are interactive and include checkpoint questions that either assess your comprehension of the content or allow you to reflect on the content.
- Each week you are expected to read the assigned readings. Additional optional extra readings are provided. While these are not compulsory, they will aid your learning in this course.

Students taking the course in the fully online mode are welcome to attend the weekly tutorials (face-to-face on campus with prior approval or by video conferencing via Microsoft Teams); however, this is not compulsory. If you choose to attend the weekly tutorials, you do not need to complete the online self-paced activities as an equivalent learning activity will be undertaken as part of the tutorial.

All students

Postcard – So we can get to know each other at the beginning of the course, please introduce yourself on the Postcards forum in Moodle. You can post a photo of yourself doing something you enjoy, or a photo of the activity itself, if you prefer.

Pre-readings – You must read the essential pre-readings listed in Moodle before attending the class tutorial. Non-essential readings are there if you wish to extend yourself, but they will not be used for assessment purposes.

Q&A forum– For both internal and fully online students, there will be a Q&A forum available on Moodle. You can use this forum to post questions you have about the course. Students can also raise questions during tutorials.

Discussion forums: There will be a weekly discussion forum to engage students in the course. The forum is a tool for two-way dialogue between lecture-and-students, and between students. Administrative queries can also be posted here.

Drop-in sessions: In addition to the online discussion forums, drop-in sessions may be organised for students if needed. These sessions may provide an informal and unstructured forum for online students to come together with the convenor and their peers to discuss course content. These drop-in sessions will be student-driven (i.e., there will not be an agenda or structured activities, rather students should come with questions and be prepared to engage in facilitated discussions with their colleagues).

Assessments

Assessment Structure

Assessment Item	Weight	Relevant Dates
Quiz Assessment Format: Individual	25%	Start Date: Every week, the quiz will open on Sunday (11 am Sydney time) Due Date: Every week, the quiz will close on Tuesday (11 am Sydney time).
Report on Outbreak Investigation Assessment Format: Individual	30%	Start Date: Not Applicable Due Date: 26/03/2024 11:00 AM Post Date: 08/04/2024 11:00 AM
Online discussion Assessment Format: Individual	10%	Start Date: Not Applicable Due Date: 23/04/2024 11:00 AM Post Date: 06/05/2024 11:00 AM
Report on a communicable disease Assessment Format: Individual	35%	Start Date: Not Applicable Due Date: 30/04/2024 11:00 AM Post Date: 13/05/2024 11:00 AM

Assessment Details

Quiz

Assessment Overview

This is a continuous assessment, and a quiz will be released at the end of each week (except week 6). You can complete all or fewer quizzes, but only five highest quiz marks will contribute to your grade. There will be five multiple choice questions in each quiz. This task aims to assess your understanding of the concepts in each topic and to identify any concepts for immediate remediation.

Course Learning Outcomes

- CLO1 : Demonstrate an understanding of communicable disease epidemiology including important modes of transmission and the burden of disease in the international context.
- CLO2 : Identify the appropriate features of surveillance systems of relevance in particular settings
- CLO3 : Determine appropriate strategies for investigating and controlling an outbreak
- CLO4 : Demonstrate an understanding of the methods used to prevent and control communicable diseases
- CLO5 : Describe the importance of water, sanitation and hygiene (WASH) and immunisation programs in controlling communicable disease.

Detailed Assessment Description

More information about this assessment will be provided on the course Moodle page.

Assessment Length

5 multiple choice questions each week

Submission notes

You have 30 minutes to complete the quiz and are only allowed 1 attempt per quiz. Refer to Moodle for submission information.

Assessment information

No short extension is available for this assessment task.

It is prohibited to use any software or service to search for or generate information or answers in quizzes. If its use is detected, it will be regarded as serious academic misconduct and subject to the standard penalties, which may include 00FL, suspension and exclusion.

Assignment submission Turnitin type

Not Applicable

Report on Outbreak Investigation

Assessment Overview

This is a scenario-based assessment in which you will be presented with information and asked to work your way through the steps of an outbreak investigation answering questions as you go.

Course Learning Outcomes

- CLO1 : Demonstrate an understanding of communicable disease epidemiology including important modes of transmission and the burden of disease in the international context.
- CLO2 : Identify the appropriate features of surveillance systems of relevance in particular settings
- CLO3 : Determine appropriate strategies for investigating and controlling an outbreak
- CLO4 : Demonstrate an understanding of the methods used to prevent and control communicable diseases
- CLO5 : Describe the importance of water, sanitation and hygiene (WASH) and immunisation programs in controlling communicable disease.
- CLO6 : Recognise factors that influence human attitudes, behaviours and risk perceptions towards communicable diseases.
- CLO7 : Identify and use relevant literature to provide supporting evidence for public health decision-making

Detailed Assessment Description

More information about this assessment will be provided on the course Moodle page.

Assessment Length

2000 words

Submission notes

Please mention word count on the first page of your assessment. Refer to Moodle for further submission information.

Assessment information

A short extension of two days is available for this assessment task.

Marking rubric will be provided with the assessment task. Please see the assessment section on the course Moodle page.

As this assessment task involves some planning or creative processes, you are permitted to use software to generate initial ideas. However, you must develop or edit those ideas to such a significant extent that what is submitted is your own work, i.e. only occasional AI generated words or phrases may form part of your final submission. It is a good idea to keep copies of the

initial prompts to show your lecturer if there is any uncertainty about the originality of your work.

If the outputs of generative AI such as ChatGPT form a part of your submission, it will be regarded as serious academic misconduct and subject to the standard penalties, which may include 00FL, suspension and exclusion.

Assignment submission Turnitin type

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

Online discussion

Assessment Overview

The course convenor will post a discussion topic every week. You are expected to participate in the discussion and post at least once a week in your groups. You will be assessed based on the

1. quality and relevance of your contributions to weekly online discussion during the term;
2. two selected examples of your best posts during the term

Course Learning Outcomes

- CL01 : Demonstrate an understanding of communicable disease epidemiology including important modes of transmission and the burden of disease in the international context.
- CL02 : Identify the appropriate features of surveillance systems of relevance in particular settings
- CL03 : Determine appropriate strategies for investigating and controlling an outbreak
- CL04 : Demonstrate an understanding of the methods used to prevent and control communicable diseases
- CL05 : Describe the importance of water, sanitation and hygiene (WASH) and immunisation programs in controlling communicable disease.
- CL06 : Recognise factors that influence human attitudes, behaviours and risk perceptions towards communicable diseases.
- CL07 : Identify and use relevant literature to provide supporting evidence for public health decision-making

Detailed Assessment Description

Detailed information about this assessment will be provided on the course Moodle page.

Assessment Length

Maximum 200 words for each post

Assessment information

A short extension of two days is available for this assessment task.

It is prohibited to use any software or service to search for or generate information or answers in this assessment. If its use is detected, it will be regarded as serious academic misconduct and subject to the standard penalties, which may include 00FL, suspension and exclusion.

Assignment submission Turnitin type

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

Report on a communicable disease

Assessment Overview

You will write a structured report on an infectious disease, describing its epidemiology and evaluating disease control strategies. You have to demonstrate an understanding of the methods used to prevent and control of the disease. You will identify and use relevant literature to provide supporting evidence for public health decision-making.

Course Learning Outcomes

- CL01 : Demonstrate an understanding of communicable disease epidemiology including important modes of transmission and the burden of disease in the international context.
- CL02 : Identify the appropriate features of surveillance systems of relevance in particular settings
- CL03 : Determine appropriate strategies for investigating and controlling an outbreak
- CL04 : Demonstrate an understanding of the methods used to prevent and control communicable diseases
- CL05 : Describe the importance of water, sanitation and hygiene (WASH) and immunisation programs in controlling communicable disease.
- CL06 : Recognise factors that influence human attitudes, behaviours and risk perceptions towards communicable diseases.
- CL07 : Identify and use relevant literature to provide supporting evidence for public health decision-making

Detailed Assessment Description

More information about this assessment will be provided on the course Moodle page.

Assessment Length

2000 words

Submission notes

Please mention word count on the first page of your assessment. Refer to Moodle for further

submission information.

Assessment information

A short extension of two days is available for this assessment task.

Marking rubric will be provided with the assessment task. Please see the assessment section on the course Moodle page.

As this assessment task involves some planning or creative processes, you are permitted to use software to generate initial ideas. However, you must develop or edit those ideas to such a significant extent that what is submitted is your own work, i.e. only occasional AI generated words or phrases may form part of your final submission. It is a good idea to keep copies of the initial prompts to show your lecturer if there is any uncertainty about the originality of your work.

If the outputs of generative AI such as ChatGPT form a part of your submission, it will be regarded as serious academic misconduct and subject to the standard penalties, which may include 00FL, suspension and exclusion.

Assignment submission Turnitin type

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

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 courses, 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 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 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 : 12 February - 18 February	Lecture	L1: Introduction to communicable diseases L2: Transmission of communicable diseases
	Tutorial	CS1: Global burden of communicable diseases
Week 2 : 19 February - 25 February	Lecture	L2: Principles of infectious disease surveillance
	Tutorial	CS2: Part 1 - Acute flaccid myelitis CS2: Part 2 - Enterovirus D68
Week 3 : 26 February - 3 March	Lecture	L3: Outbreak investigation
	Tutorial	CS3: Salmonella
Week 4 : 4 March - 10 March	Lecture	L4: Prevention and control: Basic principles and control in the host
	Tutorial	CS4 Part 1 Smallpox CS4: Part 2 - Poliomyelitis CS4: Part 3 - Measles
Week 5 : 11 March - 17 March	Lecture	L5: Part 1 - Prevention and control: Vector / STI control L5: Part 2 - Prevention and control: Control in environment (WASH)
	Tutorial	CS6: Part 1 - Malaria CS6: Part 2 - HIV
Week 6 : 18 March - 24 March	Other	Optional drop-in session via Teams during flexibility week
Week 7 : 25 March - 31 March	Lecture	L7: Hospital infection control and antimicrobial stewardship
	Tutorial	CS7: Severe acute respiratory syndrome (SARS) and infection control in hospitals
Week 8 : 1 April - 7 April	Lecture	L8: Communicable diseases in humanitarian emergencies and disasters
	Tutorial	CS8: Infections after flood in Pakistan
Week 9 : 8 April - 14 April	Lecture	L9: Epidemics and pandemics: Planning and response
	Tutorial	CS9: Part 1 - Pandemic influenza (H1N1 2009) CS9: Part 2 - Avian influenza (H5N1 & H7N9) CS9: Part 3 - COVID-19
Week 10 : 15 April - 21 April	Lecture	L10: Current and future infectious diseases challenges
	Tutorial	CS10: Another Salmonella outbreak

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 (if relevant).

Course Resources

Prescribed Resources

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

- Course readings (available on Leganto)
- Lectures slides
- Lecture recordings
- Case studies material
- Tutorial recordings

There are no set text books for this course. However, there are many excellent textbooks on communicable diseases which you may use as reference. The following are some suggestions.

David L. Heymann. Control of Communicable Diseases Manual. 21st edition. Edition Number: 21. Available: 30th June 2022. ISBN: 9780875533230

Centers for Disease Control and Prevention (CDC). The CDC Field Epidemiology Manual. <https://academic-oup-com.wwwproxy1.library.unsw.edu.au/book/34988>

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>

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	Abrar Chughtai		Room 228 Samuels Building, Kensington Campus UNSW	02 93851009	Monday to Friday 9 am to 5 pm (Sydney time). Email for appointment	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 your assessment tasks. Options for the use of generative AI include: (1) no assistance; (2) simple editing assistance; (3) planning assistance; and (4) full assistance with attribution.

You may be required to submit the original generative AI responses, or drafts of your original work. Inappropriate use of generative AI is considered academic misconduct.

See your course Moodle (or Open Learning) page for the full instructions for individual assessment tasks for your course.

Submission of Assessment Tasks

Short extensions and special consideration

Short extension

Commencing in Term 1, 2024, UNSW has introduced 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 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 short term events beyond your control affect your performance in a specific assessment task you may formally apply for [Special Consideration](#) through myUNSW.

UNSW has a **Fit to Sit rule**, which means that by sitting an examination on the scheduled 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 Open Learning) 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, A/Prof Timothy Dobbins (t.dobbins@unsw.edu.au).