



## UNSW Course Outline

# SRAP5025 Social Sciences Internship - 2024

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## General Course Information

**Course Code :** SRAP5025

**Year :** 2024

**Term :** Term 2

**Teaching Period :** T2

**Is a multi-term course? :** No

**Faculty :** Faculty of Arts, Design and Architecture

**Academic Unit :** School of Social Sciences

**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

In this work integrated learning experience, you will apply and extend your theoretical knowledge and practical research, communication and collaboration skills in a professional environment.

You will be placed with a research institute, an international organisation, a non-government

organisation, or a government agency in a part-time capacity (usually one day per week for 10 weeks). During this time, you will complete a research project negotiated with your workplace supervisor. Successful completion of the internship is dependent on the fulfilment of a contract that will be jointly negotiated between the internship director, workplace supervisor and you, the student. Your work placement will be supplemented with workshops at UNSW that offer you an opportunity to reflect on your professional placement and the institutional practices, policies, and processes you encounter.

## Course Learning Outcomes

Course Learning Outcomes
CLO1 : Demonstrate applied independent problem solving ability in the workplace through the successful completion of the internship and the research project(s) required by your agency.
CLO2 : Communicate clearly and effectively in both written and oral form.
CLO3 : Deploy theoretical insights from the discipline to reflect critically on policymaking and/or organisational processes.
CLO4 : Articulate an awareness of career options and possibilities

Course Learning Outcomes	Assessment Item
CLO1 : Demonstrate applied independent problem solving ability in the workplace through the successful completion of the internship and the research project(s) required by your agency.	<ul style="list-style-type: none"><li>• Draft Organisational Essay Plan</li><li>• Organisational Essay</li><li>• Reflective Journal</li></ul>
CLO2 : Communicate clearly and effectively in both written and oral form.	<ul style="list-style-type: none"><li>• Draft Organisational Essay Plan</li><li>• Organisational Essay</li><li>• Reflective Journal</li></ul>
CLO3 : Deploy theoretical insights from the discipline to reflect critically on policymaking and/or organisational processes.	<ul style="list-style-type: none"><li>• Draft Organisational Essay Plan</li><li>• Organisational Essay</li></ul>
CLO4 : Articulate an awareness of career options and possibilities	<ul style="list-style-type: none"><li>• Reflective Journal</li></ul>

## Learning and Teaching Technologies

Moodle - Learning Management System

# Assessments

## Assessment Structure

Assessment Item	Weight	Relevant Dates
Draft Organisational Essay Plan Assessment Format: Individual Short Extension: Yes (3 days)	10%	Start Date: Not Applicable Due Date: 21/06/2024 11:59 PM
Organisational Essay Assessment Format: Individual Short Extension: Yes (3 days)	50%	Start Date: Not Applicable Due Date: 02/08/2024 11:59 PM
Reflective Journal Assessment Format: Individual Short Extension: Yes (3 days)	40%	Due Date: 19/07/2024 11:59 PM

## Assessment Details

### Draft Organisational Essay Plan

#### Assessment Overview

Length: 1000 words.

The aim of this assignment is to guide you in the collection of evidence for your organisational essay.

You will receive written feedback, a marked rubric, and a numerical grade within ten working days of submission. The rubric will be available at the start of term to allow you to work towards clearly defined standards.

#### Course Learning Outcomes

- CLO1 : Demonstrate applied independent problem solving ability in the workplace through the successful completion of the internship and the research project(s) required by your agency.
- CLO2 : Communicate clearly and effectively in both written and oral form.
- CLO3 : Deploy theoretical insights from the discipline to reflect critically on policymaking and/or organisational processes.

#### Assessment Length

1000-words

#### Assignment submission Turnitin type

This assignment is submitted through Turnitin and students do not see Turnitin similarity reports.

# **Organisational Essay**

## Assessment Overview

Length: 3000 words.

Upon completion of the internship, you will be required to submit an essay that provides a critical evaluation of your internship experience through a focus on the host organisation. This is not meant to be a critique of the host organisation but a demonstration of what has been learnt about the organisation through the internship experience.

You will receive written feedback, a marked rubric, and a numerical grade within ten working days of submission. The rubric will be available at the start of term to allow you to work towards clearly defined standards.

## Course Learning Outcomes

- CLO1 : Demonstrate applied independent problem solving ability in the workplace through the successful completion of the internship and the research project(s) required by your agency.
- CLO2 : Communicate clearly and effectively in both written and oral form.
- CLO3 : Deploy theoretical insights from the discipline to reflect critically on policymaking and/or organisational processes.

## Assignment submission Turnitin type

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# **Reflective Journal**

## Assessment Overview

Length: 1500 words.

Critical reflection on the internship experience. Unlike the organisational essay, this task is focused on your own personal experience and learning / transformation through the period of the internship.

You will receive written feedback, a marked rubric, and a numerical grade within ten working days of submission. The rubric will be available at the start of term to allow you to work towards clearly defined standards.

## Course Learning Outcomes

- CLO1 : Demonstrate applied independent problem solving ability in the workplace through the

successful completion of the internship and the research project(s) required by your agency.

- CLO2 : Communicate clearly and effectively in both written and oral form.
- CLO4 : Articulate an awareness of career options and possibilities

#### Assignment submission Turnitin type

This assignment is submitted through Turnitin and students do not see Turnitin similarity reports.

## General Assessment Information

### Grading Basis

Standard

## Course Schedule

### Attendance Requirements

Not Applicable - as no class attendance is required

## Staff Details

Position	Name	Email	Location	Phone	Availability	Equitable Learning Services Contact	Primary Contact
Convenor	Naama Carlin					Yes	Yes

## 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](mailto: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 Social Sciences

**Location:** Room 159, Morven Brown Building (C20), Kensington campus

**Opening Hours:** Monday – Friday, 9am – 5pm (except public holidays)

**Telephone:** +61 2 9385 1807

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

**Web:** <https://www.unsw.edu.au/arts-design-architecture/our-schools/social-sciences>