

Faculty of Engineering and Information
Sciences

School of Computing and Information
Technology



UNIVERSITY
OF WOLLONGONG
AUSTRALIA

Subject Outline

CSCI334

Software Design

Autumn Session 2025

Wollongong, On Campus

Liverpool, On Campus

Subjects with a delivery mode of On Campus and/or Flexible with International Student enrolments will be delivered in accordance with the ESOS National Code. That is, online learning experiences (such as lectures, tuition, and resources) will be supplementary to in-person learning experiences such as scheduled classes and/or scheduled contact hours.

UOW may need to change teaching locations, teaching delivery and/or assessment delivery at short notice to ensure the safety and well-being of students and staff in response to the COVID-19 pandemic or other public health requirements.

Credit Points: 6
Pre-requisites: CSIT121 And CSIT214
Co-requisites: Nil
Equivalences (or not to count with): CSCI205

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Section A: Subject Information

SUBJECT CONTACTS

Subject Coordinator

Name	Professor Hoa Dam
Telephone	42214875
Email	hoa@uow.edu.au
Room	3.201
Consultation Times	Monday 09:30 - 11:30 Tuesday 09:30 - 11:30

SUBJECT DETAILS

Subject Description

Software systems must be carefully designed before they are implemented. This subject provides the knowledge and skills needed for the design of medium to large-scale software systems. Students will be introduced to the set of principles, concepts, and practices that lead to the design and development of a high quality software system. Students will learn different processes and techniques for various aspects of software design including architectural design, detailed design and interface design. The subject also teaches students how design patterns, software refactoring, and application frameworks can be utilized for designing large-scale software systems.

Subject Learning Outcomes

On successful completion of this subject, students will be able to:

1. Apply different software design paradigms, processes and principles.
2. Design a software application of moderate size and complexity, making effective use of design tools.
3. Select appropriate design patterns and frameworks for a given problem.
4. Improve an existing design using software refactoring techniques.
5. Assess the quality of a software design.

Assessment Summary

No.	Assessment Name	Assessment Weight	Mapping to Subject Learning Outcome	Task Due
1	Group Project	40%	SLO1, SLO2, SLO3, SLO4, SLO5	24 Mar 2025 (In workshop in Session Week 4) 08 Apr 2025 (Tuesday in Session Week 6) 27 May 2025 (Tuesday in Session Week 12)
2	Final Exam	60%	SLO1, SLO2, SLO3, SLO4, SLO5	The final exam will be held during the UOW exam period. Students will receive a SOLSmail advising full details of the delivery format, time, and date of the final exam as they become available in the SOLS Exam Timetable.

Detailed assessment information is available in Section B of the subject outline.

Student Workload

Students should note that UOW equates 1 credit point to around 1.5 - 2 hours of study per week, including lectures and tutorials/workshops/practicals, self-directed study and work on assessment tasks. For example, a 6 credit point subject requires that students commit about 9 - 12 hours study a week, including attendance at lectures and tutorials.

Subject Changes and Response to Student Feedback

The Faculty of Engineering and Information Sciences is committed to continual improvement in teaching and learning and takes into consideration student feedback from many sources including, direct student feedback to tutors and lecturers and responses to the Subject and Course Evaluation Surveys.

Extraordinary Changes to the Subject Outline

In extraordinary circumstances the provisions stipulated in this Subject Outline may require amendment after the Subject Outline has been distributed. All students enrolled in the subject must be notified and have the opportunity to provide feedback in relation to the proposed amendment, prior to the amendment being finalised.

Learning Analytics

"Where Learning Analytics data (such as student engagement with Moodle, access to recorded lectures, University Library usage, task marks, and use of SOLS) is available to the Subject Coordinator, this may be used to assist in analysing student engagement, and to identify and recommend support to students who may be at risk of failure. If you have questions about the kinds of data the University uses, how we collect it, and how we protect your privacy in the use of this data, please refer to <https://www.uow.edu.au/about/privacy/index.html>".

Your Privacy - Recording of Teaching and Learning

In accordance with the Student Privacy & Disclosure Statement, and [Lecture Recording Procedures](#) when undertaking our normal teaching and learning activities, the University may collect your personal information. This collection may occur incidentally during the recording of lectures in equipped venues (i.e. when your identity can be ascertained by your image, voice or opinion), or via the delivery of online content therefore the University further advises students that:

- Lecture recordings are made available to students, university staff, and affiliates, securely via the Learning Platform;
- Recordings are made available only for the purpose for which they were recorded, for example, as a supplemental study tool or to support equity and access to educational resources;

If you have any concerns about the use or accuracy of your personal information collected in a lecture recording, you may approach your Subject Coordinator to discuss your particular circumstances.

The University is committed to ensuring your privacy is protected. If you have a concern about how your personal information is being used or managed, please refer to the University's Privacy Policy or consult our Privacy webpage <https://www.uow.edu.au/privacy/>

ELEARNING, READINGS, REFERENCES AND MATERIALS

Learning Platform (Moodle) Subject Site

The University's Learning Platform uses [Moodle](#) as its Learning Management System, providing access to course materials, activities, and other Learning Platform systems. The Learning Platform (Moodle) subject site can be accessed via your SOLS page.

Appropriate online behaviour

The University is committed to providing a safe, respectful, equitable and orderly environment for the University community, and expects each member of that community to behave responsibly and ethically. Students must comply with the University's [Student Conduct Rules](#) and related policies including the [IT Acceptable Use Policy](#) and [Bullying Prevention Policy](#), whether undertaking their studies face-to-face or online.

For more information on appropriate communication and etiquette in the online environment please refer to the guide [Online and Email Etiquette](#).

Embedded Work Integrated Learning

This subject contains elements of 'Embedded WIL'. Students in this subject will experience activities that relate to or simulate professional practice as part of their learning.

Using Generative Artificial Intelligence (GenAI)

GenAI technology (such as ChatGPT or Microsoft Co-pilot) is reshaping the University experience worldwide. UOW is committed to embracing GenAI as a tool to enhance learning experiences and develop vital work-readiness skills. However, misuse or use of GenAI in assessments where prohibited constitutes academic misconduct (as specified by [University Policy](#)).

It is important that students check if GenAI is permitted for each assessment task and how it is to be used and acknowledged. Please read the [student guidance](#) available on how to use GenAI ethically and critically, equally recognising its capabilities and limitations. For example:

1. **Generative AI is not a substitute for decision-making:** GenAI should complement, not replace, your critical thinking and decision-making skills.
2. **Output quality depends on prompts:** The quality of GenAI outputs is influenced by prompting. Poorly constructed or unclear prompts may generate outputs that are incorrect.
3. **Fact verification is essential:** GenAI outputs can be fabricated, presenting inaccurate information or contain harmful bias. Verify all GenAI outputs against reliable sources.
4. **Protect data and copyright:** Many GenAI technologies collect information in ways that breach privacy and data protection provisions, particularly where the source material is confidential or subject to copyright. Please check the Terms and Conditions of GenAI technologies and if unsure, contact [UOW Copyright Guidance](#). Learn more about how to access UOW secured GenAI tools [here](#).
5. **Transparency in use:** Where required, you must acknowledge GenAI use, including providing prompt histories and detailing how GenAI was utilised.
6. **Thoughtful and appropriate application:** Be mindful of when and how to use GenAI tools. Assess its appropriateness for each use, and refrain from use when not suitable.

If you have any questions, please contact your Subject Coordinator.

Recommended Readings

Students are encouraged to use the UOW Library catalogue and databases to locate additional resources including the e-readings list: <https://ereadingsprd.uow.edu.au/>

References

Reference books:

[1] Christopher Fox, *Introduction to Software Engineering Design: Processes, Principles and Patterns with UML2*, Addison-Wesley, 2006.

[2] Ian Sommerville, *Software Engineering* (10th ed.). Addison-Wesley, 2015.

This is not an exhaustive list. Students are encouraged to use the UOW Library catalogue and databases to locate additional resources.

LECTURES AND OTHER LEARNING ACTIVITIES

Lecture and Contact Hours

UOW may need to change teaching locations, teaching delivery and/or assessment delivery at short notice to ensure the safety and well-being of students and staff in response to the COVID-19 pandemic or other public health requirements.

Current timetable information is located at <https://www.uow.edu.au/student/timetables>

Minimum Attendance Requirements

Satisfactory attendance is deemed by the University, to be attendance at approximately 80% of the allocated contact hours.

Recording of Teaching and Learning Activities

The University of Wollongong supports the recording of UOW educational content as a supplemental study tool, to provide students with equity of access, and as a technology-enriched learning strategy to enhance the student experience.

If you make your own recording of a lecture, class, seminar, workshop or any other educational session provided as part of your course of study you can only do so with the explicit permission of the lecturer and those people who are also being recorded.

You may only use educational content recorded through the delivery of subject or course content, whether they are your own or recorded by the university, for your own educational purposes. Recordings cannot be altered, shared or published on another platform, without permission of the University, and to do so may contravene the University's Copyright Policy, Privacy Policy, Intellectual Property Policy, IT Acceptable Use Policy and Student Conduct Rules. Unauthorised sharing of recordings may also involve a breach of law under the Copyright Act 1969.

Most lectures in this subject will be recorded, when they are scheduled in venues that are equipped with lecture recording technology and made available via the subject Moodle site with 48 hours.

Lecture Schedule

This is a guide to the weekly lecture topics however the delivery date of these topics may on occasion vary due to unforeseen circumstances, such as the availability of a guest lecturer or access to other resources.

Week Beginning	Lecture Topics	Tutorial/Workshop/Laboratory/Demonstration/Field Work	Readings/Other subject information	Task Due
Week 1 03 Mar 2025 (Monday)	Overview of software design paradigms	No workshop/lab	Lecture slides, [1], [2]	

Week 2 10 Mar 2025 (Monday)	Software design processes and principles	Lab exercises	Lecture slides, [1], [2]	
Week 3 17 Mar 2025 (Monday)	Software design models	Lab exercises	Lecture slides, [1], [2]	
Week 4 24 Mar 2025 (Monday)	Quality assurance for software design	Project progress report + Lab exercises	Lecture slides, [1], [2]	Project progress report due
Week 5 31 Mar 2025 (Monday)	User interface design	Lab exercises	Lecture slides, [1], [2]	
Week 6 07 Apr 2025 (Monday)	Architectural Design, Styles and application frameworks (Part I)	Lab exercises	Lecture slides, [1], [2]	Mid-project deliverable due
Week 7 14 Apr 2025 (Monday)	Architectural Design, Styles and application frameworks (Part II)	Lab exercises	Lecture slides, [1], [2]	
21 Apr 2025	Mid-Session Recess			
Week 8 28 Apr 2025 (Monday)	Design Patterns: creational patterns	Mid-project deliverable + Lab exercises	Lecture slides, [1], [2]	
Week 9 05 May 2025 (Monday)	Design Patterns: structural patterns	Lab exercises	Lecture slides, [1], [2]	
Week 10 12 May 2025 (Monday)	Design Patterns: behavioral patterns	Lab exercises	Lecture slides, [1], [2]	
Week 11 19 May 2025 (Monday)	AntiPatterns and Software refactoring	Lab exercises	Lecture slides, [1], [2]	
Week 12 26 May 2025 (Monday)	Group project presentations	Group project presentations		Project final deliverables due

Week 13 02 Jun 2025 (Monday)	Revision and new trends in design methods and tools	No workshop/lab	Lecture slides, [1], [2]	
09 Jun 2025	Study Recess			
16 Jun 2025	Examinations			
23 Jun 2025	Examinations			

Section B: Assessment

ASSESSMENT TASKS

Minimum Performance Requirements and Hurdle Assessments

Subjects may include a hurdle assessment. A hurdle assessment is an assessment task that mandates a minimum level of performance as a requirement for passing the subject. For example, achievement of a pass grade or above in a skills-based assessment or a final examination.

A subject may include a hurdle assessment where:

- a. this is necessary to ensure students can do something safely or where this is necessary to meet professional accreditation or registration requirements;
- b. the assessment is the last assessment task in a subject to assess whether students have achieved the subject learning outcome(s); or
- c. the use of a hurdle assessment for a reason other than those listed above is approved by the Head of School.

Should this subject contain a hurdle assessment task, it will be listed below.

To be eligible for a Pass in this subject a student must achieve a mark of at least 40% in the final exam. All assessment tasks must be submitted.

Students who do not meet the minimum performance requirements, as specified for each assessment, will receive a TF (Technical Fail) grade for this subject, which will appear on your Academic Transcript.

Requirements Related to Student Contributions

Group assignments are typically assessed as a group product, usually with the same mark allocated to each group member. However, the subject coordinator reserves the right to allocate individual marks for students for an assessment task when necessary (for example, in cases where contributions of group members have been unequal).

Referencing

The type of referencing system to be used for written work is as follows:

- a. the Author-Date (Harvard) referencing system is the University's default referencing system to be used
- b. All source code copied from the external Web sites, books, etc must be clearly marked with the comments and the references to the external web sites, books, etc must be provided within the comments.

Please consult the UOW Library website for further information: <https://uow.libguides.com/refcite>

Assessment Feedback

This resource explains feedback and overviews how to use feedback to improve your learning. Please refer to the UOW Learning Co-op resource for students on 'Understanding assessment feedback': <https://www.uow.edu.au/student/learning-co-op/assessments/understanding-assessment-feedback/>

Detailed Assessment Information

Assessment 1			
Assessment Name	Group Project	Assessment Type	Project
Weighting	40%		
Subject Learning Outcomes Assessed	SLO1, SLO2, SLO3, SLO4, SLO5	Individual or Group Assessment	Group
Assessment Due	24 Mar 2025 (In workshop in Session Week 4) 08 Apr 2025 (Tuesday in Session Week 6) 27 May 2025 (Tuesday in Session Week 12)		
Assessment Description and Criteria	Project report due in Week 4. Mid-project deliverable due in Week 6. Final deliverables and project presentation due in Week 12. More specific details are provided in the project specification. Criteria to assess item: correctness, completeness, and consistency the solutions provided by the students with respect to the project's specification.		
Length / Duration	Refer to project specification		
Method of Submission	Online and via Moodle		
Return of Assessed Work	The marks of all assignments will be returned within 3 weeks of their submission. Enquiries regarding the marks should be made within 2 weeks of the assignment marks being released		

Assessment 2			
Assessment Name	Final Exam	Assessment Type	Exam
Weighting	60%		
Subject Learning Outcomes Assessed	SLO1, SLO2, SLO3, SLO4, SLO5	Individual or Group Assessment	Individual
Assessment Due	The final exam will be held during the UOW exam period. Students will receive a SOLSmail advising full details of the delivery format, time, and date of the final exam as they become available in the SOLS Exam Timetable.		
Assessment Description and Criteria	Correctness, completeness, and consistency of the answers provided by the students with respect to the exam questions.		
Length / Duration	3 hours		
Method of Submission	Refer to the exam instructions		
Return of Assessed Work	Exam results will be released on the University's official results released date.		

Academic Integrity

The University's policy on acknowledgement practice and plagiarism provides detailed information about how to acknowledge the work of others: <https://www.uow.edu.au/about/policy/UOW058648.html>

The University's Academic Integrity Policy, Faculty Handbooks and subject guides clearly set out the University's expectation that students submit only their own original work for assessment and avoid plagiarising the work of

others or cheating. Re-using any of your own work (either in part or in full), which you have submitted previously for assessment, is not permitted without appropriate acknowledgement or without the explicit permission of the Subject Coordinator. Plagiarism can be detected and has led to students being expelled from the University.

The use by students of any website that provides access to essays or other assessment items (sometimes marketed as 'resources'), is extremely unwise. Students who provide an assessment item (or provide access to an assessment item) to others, either directly or indirectly (for example by uploading an assessment item to a website) are considered by the University to be intentionally or recklessly helping other students to cheat. Uploading an assessment task, subject outline or other course materials without express permission of the university is considered academic misconduct and students place themselves at risk of being expelled from the University.

SUBMISSION AND RETURN OF ASSESSMENTS

Procedures for the Submission and Return of Assessed Work

Submission and return of assessment are outlined above in the corresponding assessment description.

End of session examinations are not returned to students. Students wishing to view their end of session examination will need to contact the subject coordinator to arrange a time for viewing. End of session examination papers are held by the School in a secure location for a period of one year before the papers are disposed of securely.

Late Submission of Assessment Tasks and Penalties

Assessed work must be submitted in by the date and time given. If an assessment is submitted late, it will be marked in the normal way, and a penalty will then be applied.

In the absence of an approved request for Academic Consideration in the form of an extension, assessment tasks must be submitted in line with the assessment instructions.

- An assessment task that is submitted late will receive a penalty of 5% of the total possible marks for each 24-hour period, or part thereof, that it is late.
- Work submitted after seven calendar days will not be marked and will be given a mark of 0.
- No assessment task can be handed in for a mark once the assessment task has been returned to students.
- Penalties accrue on each day that the assessment task is late, including Saturday, Sunday and public holidays.

Note: Assessments must still be submitted to meet minimum performance requirements even though no mark is to be awarded

Extensions

Students requesting an extension of time to submit an assessment task, deferred exam or exemption of a compulsory attendance requirement, must apply using Academic Consideration through SOLS. Students must apply before, or on the assessment/s due date and where evidence is required, students must provide evidence no later than three working days after the assessable item's due date for their request to be considered. For information on the Academic Consideration Policy, eligibility requirements and how to apply, see <https://www.uow.edu.au/student/admin/academic-consideration/>

Retention of Submitted Work

The University may retain copies of student work in order to facilitate quality assurance of assessment processes, in support of the continuous improvement of assessment design, assessment marking and for the review of the subject. The University retains records of students' academic work in accordance with the University Records Management Policy and the State Records Act 1988 and uses these records in accordance with the University Privacy Policy and the Privacy and Personal Information Protection Act 1998.

GENERAL ASSESSMENT INFORMATION

Academic Consideration

If you believe that your submission of, performance in or attendance at an assessment activity, including an examination, has been affected on compassionate grounds, by illness or by other serious extenuating circumstances beyond your control, you can apply for academic consideration in Student OnLine Services (SOLS). Do not assume that an application for academic consideration will be automatically granted. For more information on the Policy, eligibility and how to apply see: <https://www.uow.edu.au/student/admin/academic-consideration/>

In some circumstances you may be offered a deferred exam. For more information about Deferred and Supplementary Exams refer to: <https://www.uow.edu.au/student/exams/aboutsupp/index.html>

Reasonable Adjustment

If you have a disability or a medical condition which may disadvantage you in your assessment tasks, you can apply to have the conditions of your exams adjusted to take your disability or condition into account. In particular students cannot assume that a reasonable adjustment document automatically gives a right to a deferred or supplementary exam. Students with a disability may be entitled to reasonable adjustment to assessment. A reasonable adjustment document obtained through Disability Services is a recommendation that needs to be discussed and ratified by subject coordinators. Normal subject assessment requirements can only be adjusted with the explicit written permission of the subject coordinator.

Deferred Exams

Deferred Exams are for students who applied for Academic Consideration to request to postpone their exam, and had their application approved by their subject coordinator.

For more information about Supplementary or Deferred Exams refer to - <https://www.uow.edu.au/student/exams/supplementary-exams/>

Supplementary Assessment

Supplementary assessment may be offered to students whose performance in this subject is close to that required to pass the subject, and are otherwise identified as meriting an offer of a supplementary assessment. For information about eligibility criteria and the form and timing of supplementary assessments see the [Supplementary Assessment Procedure](#)

Scaling

Marks awarded for any assessment task or part of any assessment task, including an examination may be subject to scaling at the end of the session. Marks will be scaled only when unpredicted circumstances occur and in order to ensure fairness of marking across groups of students. The method of scaling will depend on the type of scaling required by the circumstances. When scaling is deemed necessary, it will follow a detailed consideration by the Unit Assessment Committee and/or the Faculty Assessment Committee of the marks of the group of students concerned. Scaling will not affect any individual student's rank order within their cohort. For more information please refer to Standards for the Finalisation of Student Results Schedule 1: Scaling Guidelines <https://www.uow.edu.au/about/policy/UOW039331.html> for details.

Student Academic Complaints Policy

In accordance with the Review and Appeal of Academic Decisions Policy, a student may request an explanation of a mark for an assessment task or a final grade for a subject consistent with the student's right to appropriate and useful feedback on their performance in an assessment task. Refer to the Review and Appeal of Academic Decisions Policy for further information - <https://documents.uow.edu.au/about/policy/students/ssLINK/UOW267020>

Assessment Quality Cycle

The University of Wollongong is committed to the quality assurance and quality enhancement of assessment. The University will meet its legislative and regulatory obligations, to ensure consistent and appropriate assessment through course management and coordination, including assessment quality assurance procedures. An Assessment Quality Cycle is used to describe quality assurance at the points of assessment design, assessment delivery, the declaration of marks and grades, and review and improvement activities.

UOW Grade Descriptors

The UOW Grade Descriptors are general statements that communicate what our grades represent, in terms of standards of performance, and provide a frame of reference to ensure that assessment practice across the University is appropriate, consistent and fair. Grade Descriptors are expressed in general terms so that they are applicable to a broad range of disciplines. For more information on the UOW grade descriptors see: <https://www.uow.edu.au/curriculum-transformation/aqc/uowgradedescriptors/index.html>

Grade	Mark (%)	Descriptor
High Distinction (HD)	85-100	<p>For performance that provides evidence of an outstanding level of attainment of the relevant subject learning outcomes, demonstrating the attributes of a distinction grade plus (as applicable) one or more of the following:</p> <ul style="list-style-type: none">• consistent evidence of deep and critical understanding• substantial originality and insight in identifying, generating and communicating competing arguments, perspectives or problem-solving approaches• critical evaluation of problems, their solutions and their implications• use of quantitative analysis of data as the basis for deep and thoughtful judgments, drawing insightful, carefully qualified conclusions from this work• creativity in application as appropriate to the discipline• eloquent and sophisticated communication of information and ideas in terms of the conventions of the discipline• consistent application of appropriate skills, techniques and methods with outstanding levels of precision and accuracy• all or almost all answers correct, very few or none incorrect
Distinction (D)	75-84	<p>For performance that provides evidence of a superior level of attainment of the relevant subject learning outcomes, demonstrating the attributes of a credit grade plus (as applicable) one or more of the following:</p> <ul style="list-style-type: none">• evidence of integration and evaluation of critical ideas, principles, concepts and/or theories• distinctive insight and ability in applying relevant skills, techniques, methods and/or concepts• demonstration of frequent originality in defining and analysing issues or problems and providing solutions• fluent and thorough communication of information and ideas in terms of the conventions of the discipline• frequent application of appropriate skills, techniques and methods with superior levels of precision and accuracy• most answers correct, few incorrect
Credit (C)	65-74	<p>For performance that provides evidence of a high level of attainment of the relevant subject learning outcomes, demonstrating the attributes of a pass grade plus (as applicable) one or more of the following:</p> <ul style="list-style-type: none">• evidence of learning that goes beyond replication of content knowledge or skills• demonstration of solid understanding of fundamental concepts in the field of study• demonstration of the ability to apply these concepts in a variety of contexts

		<ul style="list-style-type: none"> • use of convincing arguments with appropriate coherent and logical reasoning • clear communication of information and ideas in terms of the conventions of the discipline • regular application of appropriate skills, techniques and methods with high levels of precision and accuracy • many answers correct, some incorrect
Pass (P)	50-64	<p>For performance that provides evidence of a satisfactory level attainment of the relevant subject learning outcomes, demonstrating (as applicable) one or more of the following:</p> <ul style="list-style-type: none"> • knowledge, understanding and application of fundamental concepts of the field of study • use of routine arguments with acceptable reasoning • adequate communication of information and ideas in terms of the conventions of the discipline • ability to apply appropriate skills, techniques and methods with satisfactory levels of precision and accuracy • a combination of correct and incorrect answers
Fail (F)		For performance that does not provide sufficient evidence of attainment of the relevant subject learning outcomes.
Technical Fail (TF)		When minimum performance level requirements for at least one assessment item in the subject as a whole has not been met despite the student achieving at least a satisfactory level of attainment of the subject learning outcomes.
Satisfactory (S)		Awarded for performance that demonstrates a satisfactory level of attainment of the relevant subject learning outcomes.
Unsatisfactory (U)		Awarded for performance that demonstrates an unsatisfactory level of attainment of the relevant subject learning outcomes.

Section C: General Advice for Students - Policies and Procedures

Student Services and Support

There are a range of services available to students that are provided free of charge. A good place to get to know services that may be of use to you is the [Get Started @ UOW](#) web page or search for "Get Started @ UOW". Services available include:

Service	Link to information about the service
Aboriginal & Torres Strait Islander	https://www.uow.edu.au/wic/about1/index.html?ssSourceSiteId=getstarted
Careers advice	https://www.uow.edu.au/careers/index.html?ssSourceSiteId=getstarted
Counselling	https://www.uow.edu.au/student/counselling/index.html?ssSourceSiteId=getstarted
Student Accessibility and Inclusion (SAI)	https://www.uow.edu.au/student/support-services/sai/
Information Tech.	https://www.uow.edu.au/its/index.html?ssSourceSiteId=getstarted
Study Skills	https://www.uow.edu.au/student/learningcoop/index.html?ssSourceSiteId=getstarted

Student Support Coordinator (SSC)

If you have a temporary or ongoing issue or a problem that is affecting your study, including issues that are related to belonging to an equity group, then the Student Support Coordinators may be able to help. There are Student Support Coordinators available to assist students who are studying at all UOW Campuses and in all UOW

Faculties. Contact details can be found on the UOW website: <https://www.uow.edu.au/student/support-services/coordinators/>

AskUOW

AskUOW is your primary administrative and information contact during your studies.

Our purpose is to ensure students have access to the information they need, at the time they need it. We can help with a wide range of enquiries, including key topics such as:

- Applying for [academic consideration](#)
- Fees and scholarships
- Official documentation and student letter requests
- Student forms such as course transfer and leave of absence applications
- Student ID card issuance and replacement
- Subject enrolment
- Transport concession cards and Opal cards
- Updating personal details

Get instant answers 24/7 online using [AskUOW](#). Log in with your UOW username and password.

For further support contact askuow@uow.edu.au or call on 1300 275 869 (1300 ASK UOW) or +61 2 4221 3927

Library Services

To save yourself time and enhance your studies: connect with information specialists and resources anytime.

- For Library support connect with or [Live Chat](#) or [contact the Library](#).
- For self-help see [Frequently Asked Questions](#) or browse [Library guides](#) to find information, databases and skills tutorials.
- [Research consultations](#) are available to UOW Postgraduate, Honours and Deans Scholar students.

Academic Integrity Policy

Academic integrity involves upholding ethical standards in all aspects of academic work, including learning, teaching and research. It involves acting with the principles of honesty, fairness, trust and responsibility and requires respect for knowledge and its development. The Policy can be found at: <https://policies.uow.edu.au/document/view-current.php?id=26>

Code of Practice - Research

This Code mandates the current policy and best practice relating to procedures for responsible research. The Code can be found at: <https://policies.uow.edu.au/document/view-current.php?id=11>

Honours Policy

This policy sets out the responsibilities of all parties involved in managing students undertaking Honours Programs. The Code can be found at: <https://policies.uow.edu.au/document/view-current.php?id=36>

The Code of Practice - Work Integrated Learning (Professional Experience)

The Code of Practice - Work Integrated Learning (Professional Experience) sets out what is expected from students, the University and Host Organisations in providing work integrated learning professional experience programs. It applies to professional experience programs that form the whole or part of a subject or course offered at the University. The Code assists in promoting a productive work integrated learning experience for students and in promoting relevant UOW Work Integrated Learning Design Principles. <https://policies.uow.edu.au/document/view-current.php?id=12>

Copyright Policy

The purpose of this Policy is to outline responsibilities and procedures regarding the use of third party copyright material, with the objectives of reducing staff and UOW exposure to the risks associated with the use of third party copyright material, assisting staff to make full legal use of the materials at their disposal by clearly identifying responsibilities and promoting copyright compliance. The Policy can be found at: <https://policies.uow.edu.au/document/view-current.php?id=135>

Course Progress Policy

The Course Progress Policy establishes the requirements, definitions and procedures to be used in determining the standards of acceptable course progress. The Policy can be found at: <https://policies.uow.edu.au/document/view-current.php?id=30>

Examination Rules and Procedures

The UOW rules and procedures outline exam conditions, student conduct in exams, and the procedures for exam management. Further information can be found here: <https://www.uow.edu.au/student/exams/>

Ethical Objection by Students to the Use of Animal and Animal Products in Coursework Subjects

This policy provides a framework for recognition of and responses to students' ethical or religious objection to animal use in coursework subjects at the University of Wollongong. For the purpose of this policy, animal use includes killing of animals in experimental work, dissection of animals that are already dead, use of animal tissues, use of animal-derived products (such as sera). These uses are relevant to teaching and assessment. Further information about this policy can be found here: <https://policies.uow.edu.au/document/view-current.php?id=154>

Coursework Rules

The Coursework Rules (hereafter the Rules) govern the admission, enrolment, progression through, and qualification for a coursework award offered by the University. Further information can be found here: <https://policies.uow.edu.au/document/view-current.php?id=4>

Human Research Ethics

The Human Research Ethics Committee protects the welfare and rights of the participants in research activities. Further information can be found here: <https://www.uow.edu.au/research-and-innovation/researcher-support/ethics/human-ethics/>

Inclusive Language Guidelines

UOW endorses a policy of non-discriminatory language practice in all academic and administrative activities of the University. Further information is available from: <https://policies.uow.edu.au/document/view-current.php?id=239>

Intellectual Property Policy

UOW's IP Intellectual Property Policy provides guidance on the approach taken to Intellectual Property (IP), including its ownership, protection and exploitation. Further information about the management of IP is available at: <https://policies.uow.edu.au/document/view-current.php?id=146>

Review and Appeal of Academic Decisions Policy

UOW aims to provide a transparent and consistent process for resolving a student concern about an academic decision that has affected their academic progress, including a mark or grade. Further information is available at: <https://policies.uow.edu.au/document/view-current.php?id=40>

Student Academic Consideration Policy

The purpose of the Student Academic Consideration Policy is to enable student requests for academic consideration for assessable components of a subject to be evaluated in a fair, reasonable, timely and consistent manner throughout the University. For information on the Policy, eligibility and how to apply see: <https://www.uow.edu.au/student/admin/academic-consideration/>

The Student Charter - Your Rights and Responsibilities

The Student Charter is based on principles that guide all members of the University and that promote responsible partnerships within and beyond the University community. <https://www.uow.edu.au/student/charter/>

Student Assignment of Intellectual Property (IP) Policy

This policy applies to all Students (under-graduate and post-graduate) of the University of Wollongong (UOW). It may also apply to other persons by agreement. This policy sets out the approach taken by UOW in relation to Student assignment of intellectual property. Further information about this policy can be found here: <https://policies.uow.edu.au/document/view-current.php?id=146>

Student Conduct Rules

These Rules outline the required conduct of students of UOW, and direct staff and students to University Rules, standards, codes, policies, guidelines, procedures and other requirements which specify acceptable and unacceptable student conduct, and the management of alleged student misconduct. <https://policies.uow.edu.au/document/view-current.php?id=6>

Teaching and Assessment: Assessment and Feedback Policy

The purpose of this Policy is to set out the University of Wollongong's approach to effective learning, teaching and assessment, including the principles and minimum standards underlying teaching and assessment practice. The Policy can be found at: <https://policies.uow.edu.au/document/view-current.php?id=38>

Teaching and Assessment: Code of Practice - Teaching

This Code is a key document in implementing the University's Teaching and Assessment Policy and sets out the specific responsibilities of parties affected in relation to learning, teaching and assessment, as well as procedures for teaching staff. The Code can be found at: <https://policies.uow.edu.au/document/view-current.php?id=9>

Teaching and Assessment: Subject Delivery Policy

This Policy sets out specific requirements in relation to the delivery of Subjects. The policy can be found at: <https://policies.uow.edu.au/document/view-current.php?id=39>

Workplace Health & Safety Policy

The Workplace Health and Safety (WHS) unit at UOW aims to provide structures, system and support to ensure the health, safety and welfare of all at the campus. Further information is available from: <https://policies.uow.edu.au/document/view-current.php?id=177>