



BLAR11052 Construction Fundamentals 1

(Carpentry)

Term 1 - 2020

Profile information current as at 14/05/2024 07:04 am

All details in this unit profile for BLAR11052 have been officially approved by CQUniversity and represent a learning partnership between the University and you (our student). The information will not be changed unless absolutely necessary and any change will be clearly indicated by an approved correction included in the profile.

General Information

Overview

Construction Fundamentals 1 (Carpentry) will introduce you to professional and statutory responsibilities in the building and construction sector. You will gain an understanding of occupational health and safety, financial and risk management, construction business planning, trust and general accounts, office management and licencing obligations. You will learn to develop strategies to implement risk management processes. You will examine relevant taxation, licence and insurance requirements and develop effective strategies to manage these requirements.

Details

Career Level: *Undergraduate*

Unit Level: *Level 1*

Credit Points: 6

Student Contribution Band: 8

Fraction of Full-Time Student Load: 0.125

Pre-requisites or Co-requisites

There are no requisites for this unit.

Important note: Students enrolled in a subsequent unit who failed their pre-requisite unit, should drop the subsequent unit before the census date or within 10 working days of Fail grade notification. Students who do not drop the unit in this timeframe cannot later drop the unit without academic and financial liability. See details in the [Assessment Policy and Procedure \(Higher Education Coursework\)](#).

Offerings For Term 1 - 2020

- Rockhampton

Attendance Requirements

All on-campus students are expected to attend scheduled classes – in some units, these classes are identified as a mandatory (pass/fail) component and attendance is compulsory. International students, on a student visa, must maintain a full time study load and meet both attendance and academic progress requirements in each study period (satisfactory attendance for International students is defined as maintaining at least an 80% attendance record).

Website

[This unit has a website, within the Moodle system, which is available two weeks before the start of term. It is important that you visit your Moodle site throughout the term. Please visit Moodle for more information.](#)

Class and Assessment Overview

Recommended Student Time Commitment

Each 6-credit Undergraduate unit at CQUniversity requires an overall time commitment of an average of 12.5 hours of study per week, making a total of 150 hours for the unit.

Class Timetable

[Regional Campuses](#)

Bundaberg, Cairns, Emerald, Gladstone, Mackay, Rockhampton, Townsville

[Metropolitan Campuses](#)

Adelaide, Brisbane, Melbourne, Perth, Sydney

Assessment Overview

1. **Written Assessment**

Weighting: 50%

2. **Written Assessment**

Weighting: 50%

Assessment Grading

This is a graded unit: your overall grade will be calculated from the marks or grades for each assessment task, based on the relative weightings shown in the table above. You must obtain an overall mark for the unit of at least 50%, or an overall grade of 'pass' in order to pass the unit. If any 'pass/fail' tasks are shown in the table above they must also be completed successfully ('pass' grade). You must also meet any minimum mark requirements specified for a particular assessment task, as detailed in the 'assessment task' section (note that in some instances, the minimum mark for a task may be greater than 50%). Consult the [University's Grades and Results Policy](#) for more details of interim results and final grades.

CQUniversity Policies

All University policies are available on the [CQUniversity Policy site](#).

You may wish to view these policies:

- Grades and Results Policy
- Assessment Policy and Procedure (Higher Education Coursework)
- Review of Grade Procedure
- Student Academic Integrity Policy and Procedure
- Monitoring Academic Progress (MAP) Policy and Procedure – Domestic Students
- Monitoring Academic Progress (MAP) Policy and Procedure – International Students
- Student Refund and Credit Balance Policy and Procedure
- Student Feedback – Compliments and Complaints Policy and Procedure
- Information and Communications Technology Acceptable Use Policy and Procedure

This list is not an exhaustive list of all University policies. The full list of University policies are available on the [CQUniversity Policy site](#).

Previous Student Feedback

Feedback, Recommendations and Responses

Every unit is reviewed for enhancement each year. At the most recent review, the following staff and student feedback items were identified and recommendations were made.

Feedback from Lecturer reflection

Feedback

The unit is a blend of practical skills and case study research demonstrated by continuous assessment.

Recommendation

Progressive lodgement avoids a spike in workload at the end of the term.

Unit Learning Outcomes

On successful completion of this unit, you will be able to:

1. Apply occupational health and safety in the construction industry
2. Administer financial and office management processes to start, grow and maintain a practice
3. Develop effective strategies to manage relevant taxation, licencing and insurance requirements
4. Implement risk management processes.

Alignment of Learning Outcomes, Assessment and Graduate Attributes



Alignment of Assessment Tasks to Learning Outcomes

Assessment Tasks	Learning Outcomes			
	1	2	3	4
1 - Written Assessment - 50%	•			•
2 - Written Assessment - 50%		•	•	

Alignment of Graduate Attributes to Learning Outcomes

Graduate Attributes	Learning Outcomes			
	1	2	3	4
1 - Communication				
2 - Problem Solving	•	•		•
3 - Critical Thinking	•	•	•	•
4 - Information Literacy			•	
5 - Team Work				

Graduate Attributes	Learning Outcomes			
	1	2	3	4
6 - Information Technology Competence			•	
7 - Cross Cultural Competence				
8 - Ethical practice	•			
9 - Social Innovation				
10 - Aboriginal and Torres Strait Islander Cultures				

Alignment of Assessment Tasks to Graduate Attributes

Assessment Tasks	Graduate Attributes									
	1	2	3	4	5	6	7	8	9	10
1 - Written Assessment - 50%		•	•					•		
2 - Written Assessment - 50%		•	•	•		•				

Textbooks and Resources

Textbooks

There are no required textbooks.

IT Resources

You will need access to the following IT resources:

- CQUniversity Student Email
- Internet
- Unit Website (Moodle)
- MSOffice (Excel, Word, Powerpoint etc) or similar software

Referencing Style

All submissions for this unit must use the referencing style: [Harvard \(author-date\)](#)
For further information, see the Assessment Tasks.

Teaching Contacts

Peter F Lawrence (Engineering) Unit Coordinator

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Kevin Stone Unit Coordinator

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Schedule

Week 1 - 09 Mar 2020

Module/Topic	Chapter	Events and Submissions/Topic
Introduction to Workplace Health and Safety (WHS) - law, policy and procedure	Please refer to the Moodle unit site for additional information.	

Week 2 - 16 Mar 2020

Module/Topic	Chapter	Events and Submissions/Topic
Introduction to WPH - implementation and monitoring.	Please refer to the Moodle unit site for additional information.	

Week 3 - 23 Mar 2020

Module/Topic	Chapter	Events and Submissions/Topic
Introduction to WHS - training strategies.	Please refer to the Moodle unit site for additional information.	

Week 4 - 30 Mar 2020

Module/Topic	Chapter	Events and Submissions/Topic
Introduction to WHS - hazard and risk.	Please refer to the Moodle unit site for additional information.	

Week 5 - 06 Apr 2020

Module/Topic	Chapter	Events and Submissions/Topic
Introduction to WHS - record keeping.	Please refer to the Moodle unit site for additional information.	Written Assessment Due: Week 5 Friday (10 Apr 2020) 11:45 pm AEST

Vacation Week - 13 Apr 2020

Module/Topic	Chapter	Events and Submissions/Topic
Vacation week.		Please note you may have a VET workshop task to finalise.

Week 6 - 20 Apr 2020

Module/Topic	Chapter	Events and Submissions/Topic
Introduction to finance - the financial plan.	Please refer to the Moodle unit site for additional information.	

Week 7 - 27 Apr 2020

Module/Topic	Chapter	Events and Submissions/Topic
Introduction to finance - financial performance.	Please refer to the Moodle unit site for additional information.	

Week 8 - 04 May 2020

Module/Topic	Chapter	Events and Submissions/Topic
Financial Management: Investments.	Please refer to the Moodle unit site for additional information.	

Week 9 - 11 May 2020

Module/Topic	Chapter	Events and Submissions/Topic
Financial Management: Capital.	Please refer to the Moodle unit site for additional information.	

Week 10 - 18 May 2020

Module/Topic	Chapter	Events and Submissions/Topic
Professionalism: Professional Conscience - Ethics.	Please refer to the Moodle unit site for additional information.	

Week 11 - 25 May 2020

Module/Topic	Chapter	Events and Submissions/Topic
Professionalism: Profession and Industry Associations.	Please refer to the Moodle unit site for additional information.	

Week 12 - 01 Jun 2020

Module/Topic	Chapter	Events and Submissions/Topic
How building codes manage risk.	Please refer to the Moodle unit site for additional information.	

Review/Exam Week - 08 Jun 2020

Module/Topic	Chapter	Events and Submissions/Topic
Review		Please note you may have a VET workshop task to finalise. Written Assessment Due: Review/Exam Week Monday (8 June 2020) 11:45 pm AEST

Exam Week - 15 Jun 2020

Module/Topic	Chapter	Events and Submissions/Topic
There is no exam for this unit.		

Assessment Tasks

1 Written Assessment

Assessment Type

Written Assessment

Task Description**Written assessment**

Task relates to learning outcomes 1 and 4.

This assessment allows you to research and interpret current developments in the construction industry as it relates to Occupational Health and Safety (OH&S) and risk management by applying learning from topics 1 to 5, and to report your findings.

Assessment Due Date

Week 5 Friday (10 Apr 2020) 11:45 pm AEST

Return Date to Students

Week 7 Friday (1 May 2020)

Weighting

50%

Assessment Criteria

Before or on the nominated due date, upload your work following the on-screen instructions from the Assessment block on the unit Moodle site. Your submission will be processed through the similarity detection software, Turnitin. You may amend your work based on the detection report. You must ensure that the work is your own or has been correctly referenced to the appropriate author(s), according to the CQU requirements. A submission exceeding the word limit by greater than 10% will not be assessed beyond the prescribed word limit.

You will find further support material for this task on the unit Moodle site during week 1.

This assessment will be reviewed on the following basis:

- Use of quality supporting documentation
- Use of original thought and content
- Overall presentation including formatting and an ability to communicate using correct spelling, grammar and punctuation and the use of appropriate diagrams and other visual aids
- Appropriate use of referencing
- Application of core knowledge and comprehensive coverage of task requirements

Referencing Style

- [Harvard \(author-date\)](#)

Submission

Online

Submission Instructions

Submit as a single PDF file.

Learning Outcomes Assessed

- Apply occupational health and safety in the construction industry
- Implement risk management processes.

Graduate Attributes

- Problem Solving
- Critical Thinking
- Ethical practice

2 Written Assessment

Assessment Type

Written Assessment

Task Description

Written assessment

Task relates to learning outcomes 2 and 3.

This assessment allows you to research and interpret current financial management practice as it relates to starting and running a small construction-based business by applying learning from topics 6 to 12, and to report your findings.

Assessment Due Date

Review/Exam Week Monday (8 June 2020) 11:45 pm AEST

Return Date to Students

Friday 03/07/20

Weighting

50%

Assessment Criteria

Before or on the nominated due date, upload your work following the on-screen instructions from the Assessment block on the unit Moodle site. Your submission will be processed through the similarity detection software, Turnitin. You may amend your work based on the detection report. You must ensure that the work is your own or has been correctly referenced to the appropriate author(s), according to the CQU requirements. A submission exceeding the word limit by greater than 10% will not be assessed beyond the prescribed word limit.

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- Appropriate use of referencing
- Application of core knowledge and comprehensive coverage of task requirements

Referencing Style

- [Harvard \(author-date\)](#)

Submission

Online

Submission Instructions

Submit as a single PDF file.

Learning Outcomes Assessed

- Administer financial and office management processes to start, grow and maintain a practice
- Develop effective strategies to manage relevant taxation, licencing and insurance requirements

Graduate Attributes

- Problem Solving
- Critical Thinking
- Information Literacy
- Information Technology Competence

Academic Integrity Statement

As a CQUniversity student you are expected to act honestly in all aspects of your academic work.

Any assessable work undertaken or submitted for review or assessment must be your own work. Assessable work is any type of work you do to meet the assessment requirements in the unit, including draft work submitted for review and feedback and final work to be assessed.

When you use the ideas, words or data of others in your assessment, you must thoroughly and clearly acknowledge the source of this information by using the correct referencing style for your unit. Using others' work without proper acknowledgement may be considered a form of intellectual dishonesty.

Participating honestly, respectfully, responsibly, and fairly in your university study ensures the CQUniversity qualification you earn will be valued as a true indication of your individual academic achievement and will continue to receive the respect and recognition it deserves.

As a student, you are responsible for reading and following CQUniversity's policies, including the [Student Academic Integrity Policy and Procedure](#). This policy sets out CQUniversity's expectations of you to act with integrity, examples of academic integrity breaches to avoid, the processes used to address alleged breaches of academic integrity, and potential penalties.

What is a breach of academic integrity?

A breach of academic integrity includes but is not limited to plagiarism, self-plagiarism, collusion, cheating, contract cheating, and academic misconduct. The Student Academic Integrity Policy and Procedure defines what these terms mean and gives examples.

Why is academic integrity important?

A breach of academic integrity may result in one or more penalties, including suspension or even expulsion from the University. It can also have negative implications for student visas and future enrolment at CQUniversity or elsewhere. Students who engage in contract cheating also risk being blackmailed by contract cheating services.

Where can I get assistance?

For academic advice and guidance, the [Academic Learning Centre \(ALC\)](#) can support you in becoming confident in completing assessments with integrity and of high standard.

What can you do to act with integrity?

**Be Honest**

If your assessment task is done by someone else, it would be dishonest of you to claim it as your own

**Seek Help**

If you are not sure about how to cite or reference in essays, reports etc, then seek help from your lecturer, the library or the Academic Learning Centre (ALC)

**Produce Original Work**

Originality comes from your ability to read widely, think critically, and apply your gained knowledge to address a question or problem