EDHE40005 *Independent Learning*
Term 1 - 2018

All details in this unit profile for EDHE40005 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

This unit has been especially designed for Distance students, for whom it is important to be efficient independent learners. It is also applicable to all preparatory students who wish to study independently. Students will gain a good overview of using Moodle for effective independent learning, and also learn strategies for working with information gained from various sources, including the University library. A major part of the unit is devoted to referencing in academic study, thus illustrating the importance of using these skills in future university studies and in their future careers. Students will learn strategies for understanding assessments and writing academic essays and reports, before looking at other forms of academic assessment, including examinations. Students will gain an understanding of what is required to enter undergraduate studies.

Details

Career Level: *Non-award*
Credit Points: *6*
Student Contribution Band: *10*
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 - 2018

- Distance

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).

Residential Schools

This unit has a Compulsory Residential School for distance mode students and the details are:
Click here to see your Residential School Timetable.

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 Non-award 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: 40%
2. **Written Assessment**
Weighting: 40%
3. **Online Quiz(zes)**
Weighting: 20%

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 Student evaluations

Feedback

Positive feedback on the accessibility of the Unit Coordinator and the other TEP academic staff.

Recommendation

Continue to engage with students and encourage other academics to avail themselves to students.

Unit Learning Outcomes

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

1. Use Moodle effectively for independent learning
2. Apply research skills and effectively utilise the resources available through the CQUniversity library
3. Recognise various referencing systems used in academic writing and be able to use the Harvard style of referencing
4. Apply academic writing skills including essay and report writing
5. Demonstrate an understanding of various other forms of assessment, including examinations, that are used to test students' knowledge

Alignment of Learning Outcomes, Assessment and Graduate Attributes

— N/A Level	● Introductory Level	● Intermediate Level	● Graduate Level	○ Professional Level	○ Advanced Level

Alignment of Assessment Tasks to Learning Outcomes

Assessment Tasks	Learning Outcomes				
	1	2	3	4	5
1 - Self Management	—	—	—	—	—
2 - Communication	—	—	—	—	—
3 - Information Literacy	—	—	—	—	—
4 - Information Technology Competence	—	—			
5 - Problem Solving	—				
6 - Critical Thinking	—	—	—	—	
7 - Cross-Cultural Competence	—	—		—	
8 - Ethical Practice	—	—	—	—	
9 - 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
1 - Written Assessment - 40%	—	—	—			—	—	—	
2 - Written Assessment - 40%	—	—	—			—	—	—	
3 - Online Quiz(zes) - 20%	—	—	—	—	—	—	—		

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)
- Micorsoft Office

Referencing Style

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

Teaching Contacts

Bronwyn Mcfarlane Unit Coordinator
b.mcfarlane@cqu.edu.au

Schedule

Week 1 - 05 Mar 2018

Module/Topic	Chapter	Events and Submissions/Topic
Introduction to independent learning		

Week 2 - 12 Mar 2018

Module/Topic	Chapter	Events and Submissions/Topic
Introduction to Moodle		

Week 3 - 19 Mar 2018

Module/Topic	Chapter	Events and Submissions/Topic
Research and working with information		**Compulsory Residential School** 19-23 March Nulloo Yumbah, Building 31, CQUniversity Rockhampton North Campus

Week 4 - 26 Mar 2018

Module/Topic	Chapter	Events and Submissions/Topic
Referencing - Part 1		

Week 5 - 02 Apr 2018

Module/Topic	Chapter	Events and Submissions/Topic
Referencing - Part 2		

Vacation Week - 09 Apr 2018

Module/Topic	Chapter	Events and Submissions/Topic

Week 6 - 16 Apr 2018

Module/Topic	Chapter	Events and Submissions/Topic

Paraphrasing and Note Taking

Week 7 - 23 Apr 2018

Module/Topic	Chapter	Events and Submissions/Topic
Understanding University assessments		

Week 8 - 30 Apr 2018

Module/Topic	Chapter	Events and Submissions/Topic
The academic essay		Assessment 1: Academic Essay Due: Week 8 Friday (4 May 2018) 11:45 pm AEST
		Written Assessment Due: Week 8 Friday (4 May 2018) 11:45 pm AEST

Week 9 - 07 May 2018

Module/Topic	Chapter	Events and Submissions/Topic
The academic report		

Week 10 - 14 May 2018

Module/Topic	Chapter	Events and Submissions/Topic
Preparing for examinations		

Week 11 - 21 May 2018

Module/Topic	Chapter	Events and Submissions/Topic
Preparing for undergraduate studies		

Week 12 - 28 May 2018

Module/Topic	Chapter	Events and Submissions/Topic
Unit review		Assessment 2: Academic Report Due: Week 12 Friday (1 June 2018) 11:45 pm AEST
		Written Assessment Due: Week 12 Friday (1 June 2018) 11:45 pm AEST

Review/Exam Week - 04 Jun 2018

Module/Topic	Chapter	Events and Submissions/Topic
		Online Quiz(zes) Due: Review/Exam Week Friday (8 June 2018) 11:45 pm AEST

Exam Week - 11 Jun 2018

Module/Topic	Chapter	Events and Submissions/Topic
		Assessment 3: Quiz (zes) Due: Review/Exam Week Friday (15 June 2018) 11:45 pm AEST

Contact Details
Coordinator: Bronwyn McFarlane
Phone: (07) 4150 7069
Email:b.mcfarlane@cqu.edu.au

Unit presentation
10-12 hours of study per week of self-directed study
Student access to the Internet, email and residential schools is recommended for this unit, with the exception of those students in correctional centres.
Students are expected to follow a self-directed study schedule which meets the required deadlines.

Residential School
Residential School is a requirement of this unit. One Residential School will be held during the term – week 3 (19-23 March). During this school, group work, lectures, tutorials, presentations and individual tuition will be held.
Please also confirm your attendance by emailing tep@cqu.edu.au or telephoning Suellen Thomas on 1800 651 891. Travel will be organised through Centrelink, and not TEP. If you are of Aboriginal and/or Torres Strait Islander descent, it is important that you register with Centrelink/Abstudy at the earliest opportunity. Residential travel cannot be organised until the registration process has been completed. Please note that Abstudy needs 3 weeks' notice of your intended travel. Abstudy will confirm your registration with us and then arrange travel for you. TEP will arrange your accommodation and meals. Abstudy will notify you of your travel details and so it is important that your contact details are up to date. Contact TEP urgently if something at the last moment prevents you attending.

Unit Website
The unit website is offered through the learning management system, Moodle. You should find this website easy to use. Consequently, you will need access to the internet. If the learning management system Moodle is temporarily unavailable when you need to submit an assessment item, you can send your assessment by email to your unit coordinator.

Computer (including software) requirements
Access to a computer is necessary. If you can regularly get to a CQUniversity campus, you can use the computers there. If you cannot get to a campus, it is best to have your own computer. You may also be able to use a computer at your local Queensland Open Learning Study Centre or your local library. Internet access is necessary so you can access the unit website. Microsoft Office software is preferred. Students in correctional centres do not require computer access.

Assessment Information
Assessments for this unit should be submitted electronically through Moodle. Students are required to keep back-up copies of all assessments. Please ensure that your assessment conforms to the applicable formatting guide. To submit electronically, the assessment should be saved in a format that is compatible with Microsoft Office and submitted via the Learning Management System (Moodle).

Assessment Tasks

1 Written Assessment

Assessment Type
Written Assessment

Task Description
Write a **1000 - 1200 word Academic Essay.** The essay will outline the topics, ***Terra Nullius,*** **Mabo and Native Title**
Your discussion can include, but is not be limited to answering the following guiding questions:
1. What does *terra nullius* mean?
2. Who was Eddie Mabo and where did he come from?
3. What does 'Native Title' mean?
4. Why is it important for Indigenous People to have Native Title?
This assessment task will provide students with an opportunity to practise writing an academic essay. This involves some research and information management, as well as structuring, writing and referencing a piece of academic writing. Some resources for this essay are provided on Moodle. However, students are also expected to go beyond these and find additional sources to inform their essays.
All the resources used (articles, books, website pages) must be **accurately** referenced within the essay. Referencing normally includes an '**in-text**' entry (where the source is mentioned or drawn upon) and then a full reference in the **Reference List** section at the end of the essay. This is very important because academic writing requires that whenever students use someone else's work they have to acknowledge it - referencing is an integral part of an academic essay. In addition, remember to:

- Follow the Harvard style of referencing.
- Read through the assessment criteria for this assessment to see how you will be marked.
- Include a title page, use complete sentences, number your pages, use size 10-12 font and 1.5 or double line spacing.

Assessment Due Date
Week 8 Friday (4 May 2018) 11:45 pm AEST

Return Date to Students
Week 10 Friday (18 May 2018)

Weighting
40%

Assessment Criteria
High Distinction: Mark is in the range of 85 -100. Achieves all learning outcomes relevant to this assessment task. Follows and addresses the topic and all assessment instructions; work is interesting; correct grammar and spelling; correct sentence and paragraph structure; within the required word count and very well written.
Distinction: Mark is in the range of 75 - 84. With few exceptions, achieves most learning outcomes relevant to this assessment task. Generally follows and addresses the topic and all assessment instructions; work is generally interesting; correct grammar and spelling with very few mistakes; generally correct sentence and paragraph structure; within the required word count and well written.
Credit: Mark is in the range of 65 - 74. Achieves most learning outcomes relevant to this assessment task. Addresses the topic and most assessment instructions; work is mostly interesting; correct grammar and spelling with a number of mistakes; correct sentence and paragraph structure with a few exceptions; within the required word count and generally well written.
Pass: Mark is in the range of 50 - 64. Achieves some of the learning outcomes relevant to this assessment task. Sufficiently addresses the topic and some assessment instructions; work is at times interesting; mostly correct grammar and spelling; mostly correct sentence and paragraph structure; within the required word count and follows writing conventions to a sufficient extent with a number of mistakes.
Fail: Mark is below 50. Achieves no learning outcomes relevant to this assessment task. Work submitted does not address the assessment task or demonstrate adequate writing skills. There is little or no evidence of the basic requirements necessary to achieve a pass grade.
Online participation: *Accessing the EDHE40005 Moodle website and contributing regularly in the discussion forums is very important if students are to be successful in this unit.*

Referencing Style

- Harvard (author-date)

Referencing Style

- Harvard (author-date)

Submission
Online

Learning Outcomes Assessed

- Use Moodle effectively for independent learning
- Recognise various referencing systems used in academic writing and be able to use the Harvard style of referencing

Graduate Attributes

- Self Management
- Communication
- Information Literacy
- Critical Thinking
- Cross-Cultural Competence
- Ethical Practice

2 Written Assessment

Assessment Type
Written Assessment

Task Description
Write a **1000-1200 word Academic Report**. This assignment provides students with the opportunity to write an academic report.
For this assessment task, you are asked to research and produce a short report which summarises the available literature produced within the last ten years on **one** of the following topics:
1. Health care and medical services available to Aboriginal and Torres Strait Islander people and communities.
2. Addressing educational disadvantages for Aboriginal and Torres Strait Islander children.
3. Issues faced by Indigenous people within the Australian legal system.
IMPORTANT NOTE: *Choose only one topic from the three listed above to write the report on!*
All the resources used in the report must be **accurately referenced**, using the Harvard style. At the end of the report a **reference list** must be included, on a separate page with the title 'Reference List'.

*Remember to present this in a report format as described in the unit material. The report needs to include: a title page; executive summary; table of contents; the introduction, body and conclusions of your report, your reference list and any

appendices. If you include diagrams, charts (figures) or tables remember to give them a caption and refer to them in your report. You should use headings, and maybe even subheadings (this makes your report easier to follow).

Assessment Due Date
Week 12 Friday (1 June 2018) 11:45 pm AEST

Return Date to Students
Exam Week Friday (15 June 2018)

Weighting
40%

Assessment Criteria
The structure of the report is an important aspect of what will be assessed. The following will be taken into account:
1. Executive summary - provides a clear summary of the main findings reported (it does not simply repeat the Introduction!).
2. Introduction - introduces the report's aim and topic, what it will focus on and what will be left out.
3. Content - the body of the report:
· describes findings,
· cohesive and flows logically,
· contains accurate and relevant information, and
· uses resources relevant to the report's topic
4. Conclusion - provides a brief outline of what the report has achieved, and its limitations (it does not simply repeat theExecutive Summary or Introduction).
5. Word count - is within the set word limit (excluding title page, table of contents, appendices if any and Reference List).6. Referencing - correct use of the Harvard style for in-text citations and the formatting and inclusion of a reference list at end of report.
7. Format
· correct line spacing
· correct size font
· correct use of headings
· inclusion of title page, table of contents, executive summary, introduction and conclusions
· neatly presented, flows well
· good sentence structure, grammar and spelling

Referencing Style

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

Referencing Style

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

Submission
Online

Learning Outcomes Assessed

- Apply research skills and effectively utilise the resources available through the CQUniversity library
- Recognise various referencing systems used in academic writing and be able to use the Harvard style of referencing

Graduate Attributes

- Self Management
- Communication
- Information Literacy
- Critical Thinking
- Cross-Cultural Competence
- Ethical Practice

3 Online Quiz(zes)

Assessment Type
Online Quiz(zes)

Task Description
The task associated with this assessment item is to complete the online quizzes during the term on the unit's Moodle website. These quizzes will be available in Weeks 3, 6, 9 and 12, and each quiz will test the student's knowledge of unit material for the previous three weeks.

Each quiz will consist of ten (10) questions that are randomly selected from a question bank. Each quiz will be worth 5% of the total grade for the unit and the complete assessment of four quizzes will be worth 20% of the total grade. Although feedback will be given to students after each quiz, the final grade will not be shown until the end of term.

Points to note:

- If students have technical problems with the quiz, they should contact the unit coordinator or TASAC as soon as possible.
- Students are encouraged to attempt every quiz to obtain the maximum number of marks.
- Students are encouraged to refer to the unit materials in order to obtain as many correct answers as possible.
- There will be no time limit on quizzes.
- Students will be allowed two attempts at each quiz. The attempt with the highest grade will be accepted for assessment.
- **Number of Quizzes**
  4

Number of Quizzes

Frequency of Quizzes

Assessment Due Date
Review/Exam Week Friday (8 June 2018) 11:45 pm AEST

Return Date to Students
Exam Week Friday (15 June 2018)

Weighting
20%

Assessment Criteria
Criteria:

- Students are marked according to number of correct responses for each quiz

Referencing Style

- Harvard (author-date)

Submission
Online

Learning Outcomes Assessed

- Apply research skills and effectively utilise the resources available through the CQUniversity library
- Recognise various referencing systems used in academic writing and be able to use the Harvard style of referencing

Graduate Attributes

- Self Management
- Communication
- Information Literacy
- Information Technology Competence
- Problem Solving
- Critical Thinking
- Cross-Cultural 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