



# ENAR12004 *Mine Management and Safety*

## Term 1 - 2018

Profile information current as at 14/12/2025 05:54 pm

All details in this unit profile for ENAR12004 have been officially approved by CQUUniversity 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 introduces students to mine operations and mine management systems and the application of mine management principles. It outlines the practice of mining related industrial relations and mine safety. Students are expected to develop an understanding of mine health and safety management systems and the teamwork and communication skills necessary to implement such systems in the mining industries.

#### Details

Career Level: *Undergraduate*

Unit Level: *Level 2*

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 - 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).

#### 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: 25%

#### 2. **Written Assessment**

Weighting: 35%

#### 3. **Written Assessment**

Weighting: 40%

#### 4. **Portfolio**

Weighting: Pass/Fail

### 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 Course Survey

##### Feedback

Legislation regarding safety work at mines was one of the best aspects of this unit. Students gained knowledge which hadn't been touched before.

##### Recommendation

This subject is one of the key requirements in a mining workplace and we will emphasise on this throughout the semester with the inclusion of more contents.

## Unit Learning Outcomes

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

1. Discuss mine management systems
2. Apply the principles of mine management to given mine related situations and issues
3. Explain the purpose, structure, design and operation of mining organizations
4. Discuss the practice of industrial relations in mine management and mine operations
5. Discuss and explain the relevant Mine Safety and Inspections Acts and Regulations
6. Assess mine organizational risk management
7. Demonstrate an effective, professional level of teamwork and communication and support collaborative peer group learning

## Alignment of Learning Outcomes, Assessment and Graduate Attributes



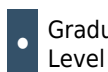
N/A  
Level



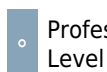
Introductory  
Level



Intermediate  
Level



Graduate  
Level



Professional  
Level



Advanced  
Level

### Alignment of Assessment Tasks to Learning Outcomes

Assessment Tasks	Learning Outcomes						
	1	2	3	4	5	6	7
1 - Written Assessment - 25%	•	•	•	•			
2 - Written Assessment - 35%	•	•	•	•		•	
3 - Written Assessment - 40%	•	•	•	•	•	•	
4 - Portfolio - 0%							•

### Alignment of Graduate Attributes to Learning Outcomes

Graduate Attributes	Learning Outcomes						
	1	2	3	4	5	6	7

Graduate Attributes	Learning Outcomes						
	1	2	3	4	5	6	7
1 - Communication	•	•	•	•	•	•	•
2 - Problem Solving	•	•	•	•	•	•	
3 - Critical Thinking	•	•	•	•	•	•	
4 - Information Literacy	•	•	•	•	•	•	
5 - Team Work							•
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 - 25%	•	•	•	•		•		•		
2 - Written Assessment - 35%	•	•	•	•	•	•		•		
3 - Written Assessment - 40%	•	•	•	•		•	•	•		
4 - Portfolio - 0%	•		•	•	•	•	•	•		

## Textbooks and Resources

### Textbooks

ENAR12004

#### Prescribed

##### Mine managers' handbook

(2012)

Authors: Brian White, John Stuart Ferguson Dunlop

Australasian Institute of Mining and Metallurgy

Carlton , Victoria , Australia

ISBN: 9781921522765

Binding: Other

ENAR12004

#### Supplementary

##### Mine Health and Safety Management

(2001)

Authors: Michael Karmis

Society for Mining, Metallurgy, and Exploration, Inc.

Littleton , Colorado , United States

ISBN: 9780873352000

Binding: Other

### IT Resources

**You will need access to the following IT resources:**

- CQUniversity Student Email
- Internet
- Unit Website (Moodle)
- Zoom capacity (web cam and microphone)

## Referencing Style

All submissions for this unit must use the referencing style: [Harvard \(author-date\)](#)

For further information, see the Assessment Tasks.

## Teaching Contacts

**Andrew Hammond** Unit Coordinator

[a.hammond@cqu.edu.au](mailto:a.hammond@cqu.edu.au)

## Schedule

### Week 1 - 05 Mar 2018

Module/Topic	Chapter	Events and Submissions/Topic
Introduction to unit.	Mine Managers' Handbook: Foreword, Introduction pp iii-xi	Weekly Zoom Tutorial Session

### Week 2 - 12 Mar 2018

Module/Topic	Chapter	Events and Submissions/Topic
Mining Organisation Design, Purpose and Structure	Mine Managers' Handbook: Chapter 1: Sections 1.1-1.3, pp 3-36	Weekly Zoom Tutorial Session

### Week 3 - 19 Mar 2018

Module/Topic	Chapter	Events and Submissions/Topic
Organisational Structure	Mine Managers' Handbook Chapter 1: Sections 1.4-1.6, pages 37-47, Chapter 5: Section 5.2.1, pages 133-135.	Weekly Zoom Tutorial Session

#### Week 4 - 26 Mar 2018

Module/Topic	Chapter	Events and Submissions/Topic
Safety Management	Mine Managers' Handbook Chapter 2: Sections 2.1-2.5, pages 51-77	Weekly Zoom Tutorial Session

#### Week 5 - 02 Apr 2018

Module/Topic	Chapter	Events and Submissions/Topic
Principal Hazard Management	Mine Managers' Handbook Chapter 2: Section 2.6, pages 77-83, Section 7.1.4, pages 290-295, Section 7.4.2, pages 334-337	Weekly Zoom Tutorial Session <b>Assignment 1 and Learning Portfolio 1</b>  <b>Assignment 1 and Portfolio 1 Due:</b> Week 5 Monday (2 Apr 2018) 6:00 pm AEST

#### Vacation Week - Non Teaching Week - 09 Apr 2018

Module/Topic	Chapter	Events and Submissions/Topic
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#### Week 6 - 16 Apr 2018

Module/Topic	Chapter	Events and Submissions/Topic
Environmental Management	Mine Managers' Handbook Chapter 3: pages 87-106	Weekly Zoom Tutorial Session

#### Week 7 - 23 Apr 2018

Module/Topic	Chapter	Events and Submissions/Topic
Legislation	Mine Managers' Handbook Chapter 7: Section 7.1, pages 284-305	Weekly Zoom Tutorial Session <b>Assignment 2 and Learning Portfolio 2</b>  <b>Assignment 2 and Portfolio 2 Due:</b> Week 7 Friday (27 Apr 2018) 6:00 pm AEST

#### Week 8 - 30 Apr 2018

Module/Topic	Chapter	Events and Submissions/Topic
Production/Operations Management	Mine Managers' Handbook Chapter 7: Sections 7.4, 7.5, 7.6, pages 326-353	Weekly Zoom Tutorial Session

#### Week 9 - 07 May 2018

Module/Topic	Chapter	Events and Submissions/Topic
Reporting Systems	Mine Managers' Handbook Chapter 7: Section 7.8, pages 356-366	Weekly Zoom Tutorial Session

#### Week 10 - 14 May 2018

Module/Topic	Chapter	Events and Submissions/Topic
Leadership and Ethics	Mine Managers' Handbook Chapter 1: Section 1.5, pages 39-44	Weekly Zoom Tutorial Session

#### Week 11 - 21 May 2018

Module/Topic	Chapter	Events and Submissions/Topic
Industrial Relations	Mine Managers' Handbook Chapter 5	Weekly Zoom Tutorial Session

## Week 12 - 28 May 2018

Module/Topic	Chapter	Events and Submissions/Topic
Unit Review		Weekly Zoom Tutorial Session <b>Assignment 3 and Learning Portfolio 3</b>  <b>Assignment 3 and Portfolio 3 Due:</b> Week 12 Monday (28 May 2018) 6:00 pm AEST
<b>Review/Exam Week - 04 Jun 2018</b>		
Module/Topic	Chapter	Events and Submissions/Topic
<b>Exam Week - 11 Jun 2018</b>		
Module/Topic	Chapter	Events and Submissions/Topic

## Assessment Tasks

### 1 Assignment 1 and Portfolio 1

#### Assessment Type

Written Assessment

#### Task Description

##### Assessment Scenario:

Students undertaking this unit of study shall be assessed on their knowledge through the completion of three assignments. The purpose of this preamble is to set the scene so that students gain an overall understanding of what is expected from them in completing the assignments.

In order to do this we will now set the framework in which the assignments are to be completed and how each assignment is designed to build on the previous one. So, that when all assignments are complete, the student will have completed a preliminary report on implementing a mine management and safety strategy for a new mining operation that incorporates contemporary management processes aimed at ensuring that the mine, once in operation, has a quality management system that will underpin a safe system of work.

The scenario for the assignments is that you have been seconded to a Project Management Team that is establishing a new green-field mining venture. The mine is a Pty Ltd stand alone company called "Horizon Mining" and it is not connected to any other business entity in any way. Accordingly, you are not restricted in your approach by any management systems already in place at other mining operations.

Other members of the Project Management Team are working on such things as mine design, feasibility studies, exploration and land access, so you should not concern yourself with these aspects.

Each individual report should aim to inform the Project Management Team of their options, therefore they should not focus on one specific aspect. Should project management accept all or part of the preliminary report, they plan to commission a much more detailed report on the aspects raised in the preliminary report. Consequently it is important that you provide a rationale in order to support your recommendations.

All reports should be directed to:

Mr Brendan Donnelly,  
Project Manager,  
New Horizon Mining Pty Ltd

Each assignment should be presented in a report format to senior management and should include an executive summary, an introduction, body, recommendations, references and appendices. And also each assignment should stand alone.

#### Details:

You are required to provide a report to Project Management on the following:

- The recommended organisational structure for the new mining operation. In your report you should provide the background on several options. You should recommend the ideal organisational structure and provide a detailed rationale for your choice.
- Explain the need for management systems and how they can assist the new mining venture in establishing and maintaining a safe and productive workplace. **You should identify at**

**least 4 separate management systems.**

- For each system you need to discuss who is responsible for implementing, monitoring and updating the system. The systems identify problems with the mine safety or productivity. Describe the processes that will be put in place to address identified problems.

**Assessment Due Date**

Week 5 Monday (2 Apr 2018) 6:00 pm AEST

**Return Date to Students**

Week 7 Monday (23 Apr 2018)

Assignments will be returned within a fortnight once all have been submitted for assessment

**Weighting**

25%

**Minimum mark or grade**

50%

**Assessment Criteria**

- The marks for this assignment are allocated to 40% for content, 30% for coherence, 15% for style and structure and 15% for referencing.
- You should use clear, coherent sentences.
- The organisational structure will require a clear diagram that is referred to within the text (probably more than once).
- You should include supporting detail of the purpose of the organisational structure.
- You should include the rationale for choosing a particular type of organisational structure.
- You should describe your reasons for recommending a particular organisational structure and how it supports the functions and principles of management.
- You should describe at least four management systems and how they can help to establish and to maintain a safe and productive mine site. Management systems should at least cover Mine Safety Management Plan or System, Environmental Management Plan or system, Mine Reporting System and a Maintenance Management System.
- You should include an explanation of which department managers are responsible for implementing and maintaining each system.
- You also need to describe some processes for dealing with anomalies or identified problems. The processes should resolve problems and communicate outcomes to mine personnel.
- Your sources of information should be correctly cited within the text and a list of references must be included at the end of the answer (under a separate heading).
- Mining terminologies must be used correctly.

**Referencing Style**

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

**Submission**

Online

**Submission Instructions**

Use Turnitin and Moodle site to submit assignments.

**Learning Outcomes Assessed**

- Discuss mine management systems
- Apply the principles of mine management to given mine related situations and issues
- Explain the purpose, structure, design and operation of mining organizations
- Discuss the practice of industrial relations in mine management and mine operations

**Graduate Attributes**

- Communication



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

## 2 Assignment 2 and Portfolio 2

### Assessment Type

Written Assessment

### Task Description

Your initial report has been accepted by senior project management. Project management has some concerns in relation to ensuring that the mine meets the legislative requirements for operating in Australia. They would like you to develop a proposal that will ensure mine management are aware of their legal responsibilities in the following areas:

- Safety Management Plan, including a principal hazard management plan. Identify safety procedures that will be followed in the event of a fatality. Procedures should address questions of the following types:
  - Who will be responsible for contacting police?
  - Who will be responsible for securing the site?
  - What backup procedures are required if key personnel are unavailable?
- Environmental management processes that will not only comply with the intent and the spirit of the relevant legislation, but will encourage all mine site personnel to view environmental protection and cultural awareness as critical components of their everyday duties. You should aim to support your recommendations by citing relevant sections of the legislation that govern your industry.

Your report should also identify any other safety related legislation the mine manager needs to be aware of and the responsibilities they may have under this legislation.

Project management has asked you to provide a report of at least 2000 words that will ensure mine management are fully aware of their safety and environmental responsibilities under State and Federal legislation.

### Assessment Due Date

Week 7 Friday (27 Apr 2018) 6:00 pm AEST

### Return Date to Students

Week 9 Friday (11 May 2018)

Assignments will be returned within a fortnight once all have been submitted for assessment

### Weighting

35%

### Minimum mark or grade

50%

### Assessment Criteria

- The mark for this assignment will be allocated to 40% for content, 30% for coherence, 15% for style and structure and 15% for referencing.
- Use clear coherent sentences. Use correct mining terminology.
- The safety management plan should at least meet the requirements of the Queensland Coal Mining Act and Regulations.
- A specific section of the report should explain exactly what needs to happen in the event of a fatality on the mine site.
- The environmental section of the report should describe suitable processes for monitoring and reporting incidents that impact on the environment.
- The processes should refer to and meet all the requirements of the Queensland Environmental Protection Act.
- Other Queensland safety related legislation the mine manager may need to be aware of includes the Explosives Act 1999 and the Radiation Safety Act 1999.
- All sources of information should be correctly cited within the text and a list of references must be included at the end of the answer (under a separate heading).

## Referencing Style

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

## Submission

Online

## Submission Instructions

Use Turnitin and Moodle site to submit assignments.

## Learning Outcomes Assessed

- Discuss mine management systems
- Apply the principles of mine management to given mine related situations and issues
- Explain the purpose, structure, design and operation of mining organizations
- Discuss the practice of industrial relations in mine management and mine operations
- Assess mine organizational risk management

## Graduate Attributes

- Communication
- Problem Solving
- Critical Thinking
- Information Literacy
- Team Work
- Information Technology Competence
- Ethical practice

## 3 Assignment 3 and Portfolio 3

### Assessment Type

Written Assessment

### Task Description

Once again your report has been accepted by project management. Senior project management believes that in order to ensure a safe and productive workplace mine management will require detailed guidance for setting up a suitable mine reporting system. They will also require clear expectations of what leadership in the workplace will look like on a day to day basis. Finally they will need guidance on setting up a suitable Enterprise Agreement for the mining operation.

Senior project management have now requested a further report (of at least 2500 words) to cover the following options:

- A review of several different mine reporting systems. Highlight the desirable features of each system and recommend a suitable system with appropriate justifications based on how well the system fits the organisational structure that you recommended in your initial report.
- A leadership development plan. Your plan will describe the type of behaviour you would expect good mine leadership to demonstrate. You will then describe a process that attempts to identify potential leaders in the workforce. The plan will also describe how good leadership will be rewarded and promoted as a positive and valued quality by all mine personnel.
- A plan for implementing an Enterprise Agreement to meet the needs of the proposed mining operation. At this stage Project Management is not interested in the content of the agreement, just the process that they are required to follow in legally establishing an agreement. They are particularly interested in ensuring compliance with the Australian Fair Pay and Conditions Standard.
- As this is a preliminary report there is no need to assess costs or develop a schedule. The purpose of this report is to provide the necessary information to allow mine management to make an informed decision about the pros and cons of selecting a suitable mine reporting system, implementing a leadership development plan, and implementing an enterprise bargaining agreement.

### Assessment Due Date

Week 12 Monday (28 May 2018) 6:00 pm AEST

### Return Date to Students

Exam Week Monday (11 June 2018)

Assignments will be returned within a fortnight once all have been submitted for assessment

### Weighting

40%

**Minimum mark or grade**

50%

**Assessment Criteria**

The marks for this assignment will be allocated to 40% for content, 30% for coherence, 15% for style and structure and 15% for referencing. Use clear coherent sentences. Mining terminology must be used correctly.

- Your review should reference at least three different mine reporting system websites.
- You should include at least one table that provides a convenient comparison of the features identified for each mine reporting system.
- Developing an in-house reporting system is a suitable option to consider but needs to specify the advantages and disadvantages and justify the inclusion (or exclusion) of features.
- The reporting systems suitability should be justified by how well it aligns with the organisational structure that you recommended in assignment 1.
- The leadership development plan will include a clear description of what leadership looks like for several different roles in the mining operation. These roles might include the senior site executive, the shift supervisor and the truck operator.
- The plan should describe how good leaders will be identified and how good leadership will be rewarded without causing ill feeling in the workplace.
- Detail of the processes required to be followed to establish an enterprise bargaining agreement. Describe how an enterprise agreement can meet the requirements of the Australian Fair Pay and Conditions Standard.
- Correctly cite sources of information within the text.
- Include a list of references at the end of the answer (under a separate heading).
- References should include relevant mining act and regulations, Fair Pay and Conditions Standard, other relevant legislation, etc.

**Referencing Style**

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

**Submission**

Online

**Submission Instructions**

Use Turnitin and Moodle site to submit assignments.

**Learning Outcomes Assessed**

- Discuss mine management systems
- Apply the principles of mine management to given mine related situations and issues
- Explain the purpose, structure, design and operation of mining organizations
- Discuss the practice of industrial relations in mine management and mine operations
- Discuss and explain the relevant Mine Safety and Inspections Acts and Regulations
- Assess mine organizational risk management

**Graduate Attributes**

- Communication
- Problem Solving
- Critical Thinking
- Information Literacy
- Information Technology Competence
- Cross Cultural Competence
- Ethical practice

## 4 Portfolio

**Assessment Type**

Portfolio

**Task Description**

The "Learning Portfolio" provides you with an opportunity to reflect on what you are learning. You will record in the Learning Portfolio, notes on any work and reading that is relevant to the learning outcomes detailed in the course profile. You will record and demonstrate evidence of all of the learning outcomes detailed for this course, particularly teamwork, cultural sensitivity and ethical values. The Learning Portfolio provides you with an opportunity to discuss your learning experiences online. It is also a record of websites, texts and journal articles that may be useful for future reference in your career in mining.

With each assignment submitted you will also submit an updated version of your Learning Portfolio. There are three elements to the Learning Portfolio:

1. Study Diary
2. Learning Reflections
3. Interactions

Each element should contain updates when submitted with an assignment.

Maintain a Learning Journal while you are working on this course. Spend the last 5 minutes of any study session updating your learning journal.

Reflect on your learning and record what you have been working on. Record your work and background reading that is completed as part of the preparation for submitting an assignment.

Record your online discussions and interactions and map them to the learning outcomes for this course.

Record and demonstrate evidence of all of the learning outcomes detailed for this course, particularly teamwork, cultural sensitivity and ethical values.

**Assessment Due Date**

An updated version of the portfolio will be submitted with each assignment.

**Return Date to Students**

Feedback will be provided on an as required basis with return of each marked assignment.

**Weighting**

Pass/Fail

**Minimum mark or grade**

Pass or Fail

**Assessment Criteria**

The "Learning Portfolio" is a word document containing three elements

1. Study Diary
2. Learning Reflections
3. Interactions

Each element should have additional entries when submitted with a newly completed assignment.

By the end of the course every learning outcome in the learning reflections element requires an entry describing evidence of that learning outcome.

**Referencing Style**

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

**Submission**

Online

**Submission Instructions**

Use Turnitin and Moodle site to submit assignments.

**Learning Outcomes Assessed**

- Demonstrate an effective, professional level of teamwork and communication and support collaborative peer group learning

**Graduate Attributes**

- Communication
- Critical Thinking
- Information Literacy
- Team Work
- Information Technology Competence
- Cross Cultural Competence

- Ethical practice

## 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