

Profile information current as at 28/04/2024 05:57 am

All details in this unit profile for ENEE13019 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

You should be able to work in teams to model, analyse and investigate design options for analogue and digital control systems. On satisfactory completion, you should be able to articulate typical control systems building blocks, and select appropriate components and interfaces for specific applications. In addition, you will be able to develop mathematical models to analyse the behaviour of selected dynamic systems and to design controllers for these systems. Distance Education (Flex) students will be required to attend a residential school to promote development of unit learning outcomes.

## **Details**

Career Level: Undergraduate

Unit Level: Level 3 Credit Points: 6

Student Contribution Band: 8

Fraction of Full-Time Student Load: 0.125

# Pre-requisites or Co-requisites

Prerequisites: (ENEE13020 Digital Electronics AND ENEE13018 Analogue Electronics) OR ENEX12002 Introductory Electronics.

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 <a href="#">Assessment Policy and Procedure (Higher Education Coursework)</a>.

# Offerings For Term 2 - 2017

- Bundaberg
- Distance
- Gladstone
- Mackay
- 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).

# 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 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: 20%

2. Practical Assessment

Weighting: 10%

3. Practical Assessment

Weighting: 10%

4. Written Assessment

Weighting: 20%

5. Written Assessment

Weighting: Pass/Fail 6. **Examination** Weighting: 40%

# **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 <u>University's Grades and Results Policy</u> 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 <u>CQUniversity Policy site</u>.

# 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 By email, student face to face and telephone conversations.

#### **Feedback**

Students appreciate videoed lectures which explain the learning objectives for that particular session provided by unit co-ordinator lecturer.

#### Recommendation

Unit coordinator/lecturer to continue to use videoed lectures as a learning mechanism to deliver the learning objectives for unit

Feedback from By email, student face to face and telephone conversations.

#### **Feedback**

Students appreciate the unit co-ordinators use of Zoom videoconferencing workshops as a mechanism to discuss content of the unit, to identify problems with their understanding of the technical aspects of the unit content, to seek and be provided with information advice and feedback with regards to tutorial problems and assessment items.

#### Recommendation

Unit coordinator/lecturer to continue to use Zoom videoconferencing workshops as a mechanism to discuss content of the unit, to identify problems with their understanding of the technical aspects of the unit content, to seek and be provided with information advice and feedback with regards tutorial problems and assessment items.

Feedback from By email, student face to face and telephone conversations.

#### **Feedback**

Students appreciate timely, detailed and focused feedback on their assessment submissions.

#### Recommendation

Unit coordinator/lecturer to continue to provide timely, detailed and focused feedback on students assessment submissions.

# **Unit Learning Outcomes**

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

- 1. Explain the principles of automatic control systems and typical control system building blocks
- 2. Articulate the principles and applications of sensors and amplifiers; final control elements in an automatic control system
- 3. Discuss the role of the controller in a control system
- 4. Model and analyse the behaviour of dynamic systems and the controller in combination using appropriate mathematical, graphical and computer aided tools
- 5. Investigate and report the process of controller design for a dynamic system
- 6. Communicate and document control system solutions, calculations and approaches, solved collaboratively or autonomously, using correct terminology, symbols and diagrams.

The Learning Outcomes for this unit are linked with Engineers Australia's **Stage 1 Competency Standard for Professional Engineers**.

# Alignment of Learning Outcomes, Assessment and Graduate Attributes



Alignment of Assessment Tasks to Learning Outcomes

Assessment Tasks		Lear	ning	Outo	come	es				
		1	2	2	3		4	5		6
1 - Written Assessment - 20%		•	•	•	•		•	•		•
2 - Practical Assessment - 10%							•	•		•
3 - Practical Assessment - 10%							•	•		•
4 - Written Assessment - 20%		•	•	•	•		•	•		•
5 - Written Assessment - 0%		•	•	•	•		•	•		•
6 - Examination - 40%		•	•	•	•		•	•		•
Alignment of Graduate Attributes to Learnin	ng Out	con	nes							
Graduate Attributes		Learning Outcomes								
					1	2	3	4	5	6
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 Graduat	o Δttril	huta	<b>2</b> C							
Assessment Tasks			e Att	ribut	es					
	1	2	3	4	5	6	7	8	9	10
1 - Written Assessment - 20%	•	•	•	•		•				
2 - Practical Assessment - 10%	•	•	•	•	•	•				

Assessment Tasks	Gra	Graduate Attributes								
	1	2	3	4	5	6	7	8	9	10
4 - Written Assessment - 20%	•	•	•	•		•				
5 - Written Assessment - 0%	•	•	•	•		•				
6 - Examination - 40%	•	•	•							

# Textbooks and Resources

# **Textbooks**

ENEE13019

## **Prescribed**

## **Control Systems Engineering**

Edition: 7th edn (2013) Authors: Nise, N.S. John Wiley & Sons Hoboken , NJ , USA ISBN: 978-1-118-17051-9 Binding: Hardcover

### **Additional Textbook Information**

# View textbooks at the CQUniversity Bookshop

# IT Resources

# You will need access to the following IT resources:

- CQUniversity Student Email
- Internet
- Unit Website (Moodle)
- Access to a digital camera
- Access to a document scanner and pdf convereter
- A speaker and mic or a head set

# Referencing Style

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

# **Teaching Contacts**

Patrick Keleher Unit Coordinator

p.keleher@cqu.edu.au

# Schedule

## Week 1 - 10 Jul 2017

Module/Topic

Chapter

**Events and Submissions/Topic** 

Introduction to Control Systems, Laplace Transforms & Their inverses, transfer function	1 & 2 (2.1-2.3)	
Week 2 - 17 Jul 2017		
Module/Topic	Chapter	<b>Events and Submissions/Topic</b>
Modelling in Electrical and Mechanical Systems	2 (2.4-2.8)	
Week 3 - 24 Jul 2017		
Module/Topic	Chapter	<b>Events and Submissions/Topic</b>
Modelling in the Time Domain	3	
Week 4 - 31 Jul 2017		
Module/Topic	Chapter	<b>Events and Submissions/Topic</b>
Reduction of Multiple Subsystems	5	<b>Assignment 1</b> Due: Week 4 Friday (4 Aug 2017) 10:00 pm AEST
Week 5 - 07 Aug 2017		
Module/Topic	Chapter	Events and Submissions/Topic
Poles, Zeros and System Response	4	
Vacation Week - 14 Aug 2017		
Module/Topic	Chapter	Events and Submissions/Topic
Week 6 - 21 Aug 2017		
Module/Topic	Chapter	Events and Submissions/Topic
Stability	6 & 7	
Week 7 - 28 Aug 2017		
Module/Topic	Chapter	<b>Events and Submissions/Topic</b>
Steady State Error	7	
Week 8 - 04 Sep 2017		
Module/Topic	Chapter	<b>Events and Submissions/Topic</b>
Control Systems - PLCs and SCADA	No text reference	
Week 9 - 11 Sep 2017		
Module/Topic	Chapter	<b>Events and Submissions/Topic</b>
Controller Design: Root Locus	8 & 9	<b>Assignment 2</b> Due: Week 9 Friday (15 Sept 2017) 10:00 pm AEST
Week 10 - 18 Sep 2017		
Module/Topic	Chapter	Events and Submissions/Topic
Frequency Response techniques	10 & 11	Formal Laboratory Write-up - 1 Due: Week 10 Friday (22 Sept 2017) 10:00 pm AEST
Week 11 - 25 Sep 2017		
Module/Topic	Chapter	Events and Submissions/Topic
Analysis of Discrete Controller Design	13	Formal Laboratory Write-up -2 Due: Week 11 Friday (29 Sept 2017) 10:00 pm AEST
Week 12 - 02 Oct 2017		
Module/Topic	Chapter	Events and Submissions/Topic
Discrete Controller Design	13	<b>Workbook</b> Due: Week 12 Friday (6 Oct 2017) 10:00 pm AEST

Review/Exam Week - 09 Oct 2017

Module/Topic Chapter Events and Submissions/Topic
Review of topics.

Exam Week - 16 Oct 2017

Module/Topic Chapter Events and Submissions/Topic

# **Assessment Tasks**

# 1 Assignment 1

# **Assessment Type**

Written Assessment

### **Task Description**

You must provide detailed solutions to the problems indicated in the assignment in order to demonstrate your knowledge and understanding of the concepts and processes. This assignment is from the content covered in weeks 1 to 2.

#### **Assessment Due Date**

Week 4 Friday (4 Aug 2017) 10:00 pm AEST

## **Return Date to Students**

Monday (28 Aug 2017) Uploaded into Moodle

#### Weighting

20%

#### **Assessment Criteria**

Each question will be assessed for presentation and layout, correct procedure and accuracy. Further information will be available on the Assignment sheet in Moodle.

## **Referencing Style**

• Harvard (author-date)

## **Submission**

Online

#### **Submission Instructions**

You are expected to submit your submission electronically using the upload link in the Moodle site. The upload link on the unit Moodle site will become active as the due date for that assessment item approaches. Note the upload link closes at the time indicated (AEST) and becomes inaccessible; so upload well in advance of this submission time. It is not expected students will type up calculations. Students should scan hand calculations for online submission. If uploading a handwritten submission your handwriting must be neat and legible and be written using a permanent pen - ie. biro. No submission will be assessed that is written in pencil as they can be extremely difficult to read. In order for us to assess your submission electronically all submissions (electronic files or handwritten) must be scanned/collated as a single PDF file; no other file types are accepted. Submissions not scanned nor saved as a single PDF file will not be assessed. It is your responsibility to convert your files to PDF format. No coversheet is required when submitting assessment items electronically. Also please do not include any unnecessary graphics on the front page of your submission as it only serves to increase the size of your file and greatly increase the upload time in submitting your file. It is expected you would include a plain front page (without any unnecessary graphics) that highlights the unit code and name, lecturer's name, assessment type and number (eg. Assignment 1), your student number and then your name; list all group members. Please note it is expected you will adopt the file-naming protocol indicated on the Moodle site and for it to be followed as exactly as it is indicated. It is extremely important that you do this as your individual file is one of many and replicating the correct file-naming protocol reduces chances of omissions, losses and errors.

# **Learning Outcomes Assessed**

- Explain the principles of automatic control systems and typical control system building blocks
- Articulate the principles and applications of sensors and amplifiers; final control elements in an automatic control system
- Discuss the role of the controller in a control system
- Model and analyse the behaviour of dynamic systems and the controller in combination using appropriate

- mathematical, graphical and computer aided tools
- Investigate and report the process of controller design for a dynamic system
- Communicate and document control system solutions, calculations and approaches, solved collaboratively or autonomously, using correct terminology, symbols and diagrams.

#### **Graduate Attributes**

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

# 2 Formal Laboratory Write-up - 1

# **Assessment Type**

**Practical Assessment** 

#### **Task Description**

You must provide detailed laboratory reports by adopting the format outlined on the unit Moodle site. Failure to adopt the format will result in you obtaining a lower grade for your submission as you will not be appropriately demonstrating your knowledge and understanding.

#### **Assessment Due Date**

Week 10 Friday (22 Sept 2017) 10:00 pm AEST

Distance students need to attend a compulsory residential school and internal students have laboratories scheduled through the term. Details will be provided during the term and you will be advised of the laboratory session times on the Moodle site.

### **Return Date to Students**

Week 11 Friday (29 Sept 2017)

Distance students need to attend a compulsory residential school and internal students have laboratories scheduled through the term. Details will be provided during the term; see Moodle site for details.

# Weighting

10%

#### Minimum mark or grade

Students must achieve atleast 50% to pass this laboratory.

#### **Assessment Criteria**

Your lab report will be assessed for presentation and layout, correct procedure and accuracy. Further information will be be provided in Moodle

## **Referencing Style**

• Harvard (author-date)

#### **Submission**

Online Group

# **Submission Instructions**

You are expected to submit your submission electronically using the upload link in the Moodle site. The upload link on the Moodle site will become active as the due date for that assessment item approaches. Note the upload link closes at the time indicated (AEST) and becomes inaccessible; so upload well in advance of this submission time. If uploading a handwritten submission your handwriting must be neat and legible and be written using a permanent pen - ie. biro. No submission will be assessed that is written in pencil as they can be extremely difficult to read. In order for us to assess your submission electronically all submissions (electronic files or handwritten) must be scanned/collated as a single PDF file; no other file types are accepted. Submissions not scanned nor saved as a single PDF file will not be assessed. It is your responsibility to convert your files to PDF format. No coversheet is required when submitting assessment items electronically. Also please do not include any unnecessary graphics on the front page of your submission as it only serves to increase the size of your file and greatly increase the upload time in submitting your file. It is expected you would include a plain front page (without any unnecessary graphics) that highlights the unit code and name, lecturer's name, assessment type and number (eg. Laboratory 1), your student number and then your name; list all group members. Please note it is expected you will adopt the file-naming protocol indicated on the Moodle site and for it to be followed as exactly as it is indicated. It is extremely important that you do this as your individual file is one of many and replicating the correct file-naming protocol reduces chances of omissions, losses and errors.

## **Learning Outcomes Assessed**

- Model and analyse the behaviour of dynamic systems and the controller in combination using appropriate mathematical, graphical and computer aided tools
- Investigate and report the process of controller design for a dynamic system
- Communicate and document control system solutions, calculations and approaches, solved collaboratively or autonomously, using correct terminology, symbols and diagrams.

#### **Graduate Attributes**

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

# 3 Formal Laboratory Write-up -2

## **Assessment Type**

**Practical Assessment** 

## **Task Description**

You must provide detailed laboratory reports by adopting the format outlined on the unit Moodle site. Failure to adopt the format will result in you obtaining a lower grade for your submission as you will not be appropriately demonstrating your knowledge and understanding.

### **Assessment Due Date**

Week 11 Friday (29 Sept 2017) 10:00 pm AEST

Distance students need to attend a compulsory residential school and internal students have laboratories scheduled through the term. Details will be provided during the term and you will be advised of the laboratory session times on the Moodle site.

#### **Return Date to Students**

Review/Exam Week Friday (13 Oct 2017)

Distance students need to attend a compulsory residential school and internal students have laboratories scheduled through the term. Details will be provided during the term on the Moodle site.

# Weighting

10%

## Minimum mark or grade

Students must achieve atleast 50% to pass this laboratory.

## **Assessment Criteria**

Your lab report will be assessed for presentation and layout, correct procedure and accuracy. Further information will be be provided in Moodle

## **Referencing Style**

Harvard (author-date)

## **Submission**

Online Group

## **Submission Instructions**

You are expected to submit your submission electronically using the upload link in the Moodle site. The upload link on the course Moodle site will become active as the due date for that assessment item approaches. Note the upload link closes at the time indicated (AEST) and becomes inaccessible; so upload well in advance of this submission time. If uploading a handwritten submission your handwriting must be neat and legible and be written using a permanent penie. biro. No submission will be assessed that is written in pencil as they can be extremely difficult to read. In order for us to assess your submission electronically all submissions (electronic files or handwritten) must be scanned/collated as a single PDF file; no other file types are accepted. Submissions not scanned nor saved as a single PDF file will not be assessed. It is your responsibility to convert your files to PDF format. No coversheet is required when submitting assessment items electronically. Also please do not include any unnecessary graphics on the front page of your submission as it only serves to increase the size of your file and greatly increase the upload time in submitting your file. It is expected you would include a plain front page (without any unnecessary graphics) that highlights the course code and name, lecturer's name, assessment type and number (eg. Laboratory 2), your student number and then your name; list all group members. Please note it is expected you will adopt the file-naming protocol indicated on the Moodle site and for it to be followed as exactly as it is indicated. It is extremely important that you do this as your individual file is one of many and replicating the correct file-naming protocol reduces chances of omissions, losses and errors.

## **Learning Outcomes Assessed**

- Model and analyse the behaviour of dynamic systems and the controller in combination using appropriate mathematical, graphical and computer aided tools
- Investigate and report the process of controller design for a dynamic system
- Communicate and document control system solutions, calculations and approaches, solved collaboratively or autonomously, using correct terminology, symbols and diagrams.

#### **Graduate Attributes**

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

# 4 Assignment 2

## **Assessment Type**

Written Assessment

#### **Task Description**

You must provide detailed solutions to the problems indicated in the assignment in order to demonstrate your knowledge and understanding of the concepts and processes. This assignment is based on the content covered from weeks 1-7.

#### **Assessment Due Date**

Week 9 Friday (15 Sept 2017) 10:00 pm AEST

### **Return Date to Students**

Week 11 Friday (29 Sept 2017)

#### Weighting

20%

## **Assessment Criteria**

Each question will be assessed for presentation and layout, correct procedure and accuracy. Further information will be available on the Assignment sheet in Moodle.

### **Referencing Style**

• Harvard (author-date)

## Submission

Online

# **Submission Instructions**

You are expected to submit your submission electronically using the upload link in the Moodle site. The upload link on the course Moodle site will become active as the due date for that assessment item approaches. Note the upload link closes at the time indicated (AEST) and becomes inaccessible; so upload well in advance of this submission time. It is not expected students will type up calculations. Students should scan hand calculations for online submission. If uploading a handwritten submission your handwriting must be neat and legible and be written using a permanent pen - ie. biro. No submission will be assessed that is written in pencil as they can be extremely difficult to read. In order for us to assess your submission electronically all submissions (electronic files or handwritten) must be scanned/collated as a single PDF file; no other file types are accepted. Submissions not scanned nor saved as a single PDF file will not be assessed. It is your responsibility to convert your files to PDF format. No coversheet is required when submitting assessment items electronically. Also please do not include any unnecessary graphics on the front page of your submission as it only serves to increase the size of your file and greatly increase the upload time in submitting your file. It is expected you would include a plain front page (without any unnecessary graphics) that highlights the course code and name, lecturer's name, assessment type and number (eg. Assignment 2), your student number and then your name; list all group members. Please note it is expected you will adopt the file-naming protocol indicated on the Moodle site and for it to be followed as exactly as it is indicated. It is extremely important that you do this as your individual file is one of many and replicating the correct file-naming protocol reduces chances of omissions, losses and errors.

## **Learning Outcomes Assessed**

- Explain the principles of automatic control systems and typical control system building blocks
- Articulate the principles and applications of sensors and amplifiers; final control elements in an automatic control system

- Discuss the role of the controller in a control system
- Model and analyse the behaviour of dynamic systems and the controller in combination using appropriate mathematical, graphical and computer aided tools
- Investigate and report the process of controller design for a dynamic system
- Communicate and document control system solutions, calculations and approaches, solved collaboratively or autonomously, using correct terminology, symbols and diagrams.

#### **Graduate Attributes**

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

# 5 Workbook

## **Assessment Type**

Written Assessment

#### **Task Description**

You must provide detailed solutions to **all** tutorial problems in order to demonstrate your knowledge and understanding of the concepts and processes. **Only** tutorial problems (no lecture notes or other notes) are to be included in the workbook and each set of tutorial problems needs to be clearly identified from the next.

#### **Assessment Due Date**

Week 12 Friday (6 Oct 2017) 10:00 pm AEST

#### **Return Date to Students**

Workbooks results are released after the examination marking has been completed for the unit. However it is extremely important to monitor the Moodle site and your emails as you will be notified if you need to make changes to your submission; owing to omissions or errors you have made which will need to be promptly addressed within 2 days of receipt of notification.

### Weighting

Pass/Fail

# Minimum mark or grade

You must submit the workbook as per the 'Task Description' indicated as a requirement to successfully completing the unit.

#### **Assessment Criteria**

The workbook is assessed on its merit of meeting the requirements of demonstrating your knowledge and understanding of the concepts and processes. Note that assessment will take into account presentation and layout.

## **Referencing Style**

• Harvard (author-date)

#### **Submission**

Online

## **Submission Instructions**

Your workbook needs to be scanned and submitted through the upload link provided.

## **Learning Outcomes Assessed**

- Explain the principles of automatic control systems and typical control system building blocks
- Articulate the principles and applications of sensors and amplifiers; final control elements in an automatic control system
- Discuss the role of the controller in a control system
- Model and analyse the behaviour of dynamic systems and the controller in combination using appropriate mathematical, graphical and computer aided tools
- Investigate and report the process of controller design for a dynamic system
- Communicate and document control system solutions, calculations and approaches, solved collaboratively or autonomously, using correct terminology, symbols and diagrams.

#### **Graduate Attributes**

Communication

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

# Examination

# Outline

Complete an invigilated examination.

#### Date

During the examination period at a CQUniversity examination centre.

# Weighting

40%

# Length

180 minutes

## Minimum mark or grade

50%

# **Exam Conditions**

Open Book.

# **Materials**

Calculator - all non-communicable calculators, including scientific, programmable and graphics calculators are authorised

Dictionary - non-electronic, concise, direct translation only (dictionary must not contain any notes or comments).

# **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 <u>Academic Learning Centre (ALC)</u> 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