



# ENEP11006 *Industry Practice 1*

## Term 2 - 2018

Profile information current as at 15/05/2024 01:01 am

All details in this unit profile for ENEP11006 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 provides students with the opportunity to apply skills and knowledge developed in the academic course to engineering practice and to develop new engineering practice skills and knowledge. They document and reflect on work activities and develop a strategic approach to personal growth in the workplace. Students are required to undertake a minimum of 24 weeks of paid work placement that may require relocation of accommodation to suit their employment.

#### Details

Career Level: *Undergraduate*

Unit Level: *Level 1*

Credit Points: *12*

Student Contribution Band: *8*

Fraction of Full-Time Student Load: *0.25*

#### Pre-requisites or Co-requisites

ENEP11007 Engineering Employment Preparation Prerequisite

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 2 - 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 12-credit Undergraduate unit at CQUniversity requires an overall time commitment of an average of 25 hours of study per week, making a total of 300 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. **Portfolio**

Weighting: 100%

### Assessment Grading

This is a pass/fail (non-graded) unit. To pass the unit, you must pass all of the individual assessment tasks shown in the table above.

## 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 Moodle student feedback survey

##### **Feedback**

Assessment feedback should be improved

##### **Recommendation**

The assessment submission will be distributed throughout the term rather than one single submission at the end of the term. This will increase student focus towards unit requirements. It will also provide a chance for the coordinator to give feedback on some assessments during the term.

## Unit Learning Outcomes

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

1. Apply skills and knowledge developed in the academic course to engineering practice in an engineering organisation.
2. Develop engineering practice skills and knowledge to complement the skills and knowledge developed in the course.
3. Document and reflect on work activities in a professional manner.
4. Develop a strategic approach to personal growth in the workplace.
5. Document the structure, products and services of an engineering organisation.

## Alignment of Learning Outcomes, Assessment and Graduate Attributes

 N/A Level	 Introductory Level	 Intermediate Level	 Graduate Level	 Professional Level	 Advanced Level
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### Alignment of Assessment Tasks to Learning Outcomes

Assessment Tasks	Learning Outcomes				
	1	2	3	4	5
1 - Portfolio - 100%	•	•	•	•	•

### Alignment of Graduate Attributes to Learning Outcomes

Graduate Attributes	Learning Outcomes				
	1	2	3	4	5
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 - Portfolio - 100%	•	•		•	•	•				

## Textbooks and Resources

### Textbooks

**There are no required textbooks.**

#### Additional Textbook Information

### IT Resources

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

- CQUniversity Student Email
- Internet
- Unit Website (Moodle)

## Referencing Style

**All submissions for this unit must use the referencing styles below:**

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

For further information, see the Assessment Tasks.

## Teaching Contacts

**Francis Edwards** Unit Coordinator  
[f.edwards@cqu.edu.au](mailto:f.edwards@cqu.edu.au)

## Schedule

### Week 1 - 09 Jul 2018

Module/Topic	Chapter	Events and Submissions/Topic
Record experiences in weekly journal, begin developing job objectives.		Students should negotiate their schedule with their company supervisor.

### Week 2 - 16 Jul 2018

Module/Topic	Chapter	Events and Submissions/Topic
Record experiences in weekly journal, develop job objectives.		

### Week 3 - 23 Jul 2018

Module/Topic	Chapter	Events and Submissions/Topic
Record experiences in weekly journal, develop job objectives.		

### Week 4 - 30 Jul 2018

Module/Topic	Chapter	Events and Submissions/Topic
Record experiences in weekly journal, develop job objectives.		

### Week 5 - 06 Aug 2018

Module/Topic	Chapter	Events and Submissions/Topic
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Record experiences in weekly journal,  
document job objectives.

#### **Vacation Week - 13 Aug 2018**

Module/Topic	Chapter	Events and Submissions/Topic
Record experiences in weekly journal, review job objectives and discuss progress with your supervisor.		

#### **Week 6 - 20 Aug 2018**

Module/Topic	Chapter	Events and Submissions/Topic
Record experiences in weekly journal, review job objectives and discuss progress with your supervisor.		

#### **Week 7 - 27 Aug 2018**

Module/Topic	Chapter	Events and Submissions/Topic
Record experiences in weekly journal, review job objectives and discuss progress with your supervisor.		

#### **Week 8 - 03 Sep 2018**

Module/Topic	Chapter	Events and Submissions/Topic
Record experiences in weekly journal, review job objectives and discuss progress with your supervisor.		

#### **Week 9 - 10 Sep 2018**

Module/Topic	Chapter	Events and Submissions/Topic
Record experiences in weekly journal, review job objectives and discuss progress with your supervisor.		

#### **Week 10 - 17 Sep 2018**

Module/Topic	Chapter	Events and Submissions/Topic
Record experiences in weekly journal, review job objectives and discuss progress with your supervisor. Comment on whether you were able to achieve your planned job objectives.		

#### **Week 11 - 24 Sep 2018**

Module/Topic	Chapter	Events and Submissions/Topic
Record experiences in weekly journal, review job objectives and discuss progress with your supervisor. Comment on whether you were able to achieve your planned job objectives.		

#### **Week 12 - 01 Oct 2018**

Module/Topic	Chapter	Events and Submissions/Topic
<b>Portfolio</b> Due: Week 12 Monday (1 October 2018) 4:00 pm AEST		<b>Portfolio</b> Due: Week 12 Monday (1 Oct 2018) 4:00 pm AEST

#### **Review/Exam Week - 08 Oct 2018**

Module/Topic	Chapter	Events and Submissions/Topic
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#### **Exam Week - 15 Oct 2018**

Module/Topic	Chapter	Events and Submissions/Topic
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## Assessment Tasks

### 1 Portfolio

#### Assessment Type

Portfolio

#### Task Description

The assessment consists of a portfolio which must include:

1. Company information.
2. Placement objectives—at least four objectives established relative to the work experience.
3. Weekly activity and reflective journal—one for each week of work experience.
4. Employer's evaluation.

Details of the portfolio format and the forms required for the *Weekly Journal*, *Placement Objectives* and *Employer's Evaluation* are available on the Moodle Unit site.

#### Assessment Due Date

Week 12 Monday (1 Oct 2018) 4:00 pm AEST

#### Return Date to Students

Exam Week Monday (15 Oct 2018)

Within 2 weeks of submission

#### Weighting

100%

#### Minimum mark or grade

Pass

#### Assessment Criteria

Pass/ Fail - *This item will be assessed on a basis of either passing or failing.* To obtain a Pass the portfolio must be submitted as a single file and include all four elements (Company Information, Objectives, Journals and Employers Evaluation). The submission must be professionally presented with a table of contents and it must include correct spelling and grammar.

#### Referencing Style

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

#### Submission

Online

#### Learning Outcomes Assessed

- Apply skills and knowledge developed in the academic course to engineering practice in an engineering organisation.
- Develop engineering practice skills and knowledge to complement the skills and knowledge developed in the course.
- Document and reflect on work activities in a professional manner.
- Develop a strategic approach to personal growth in the workplace.
- Document the structure, products and services of an engineering organisation.

#### Graduate Attributes

- Communication
- Problem Solving
- Information Literacy
- Team Work
- 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