ENEP11006 *Industry Practice 1*

Term 2 - 2021

Profile information current as at 25/04/2024 07:21 pm

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

As a student enrolled in Bachelor of Engineering (Honours) and Diploma of Professional Practice (Co-op Engineering), you will apply skills and knowledge developed in the academic course to engineering practice in an industry-based, Work Integrated Learning (WIL) context. You will identify and plan work placement objectives, document technical work practices and processes, and prepare a portfolio detailing your personal and professional growth in an industry-based engineering position. Note that you are required to undertake a minimum of 24 weeks of paid or unpaid 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 - 2021

- Mixed Mode

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. **Professional Practice Plans (learning plans)**
Weighting: 10%
2. **Report**
Weighting: 30%
3. **Portfolio**
Weighting: 60%

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 Student feedback via unit evaluation and verbal communication.

Feedback

Students appreciate the opportunity to undertake a paid work placement as a part of their course.

Recommendation

Will continue to explore opportunities to grow the industry network and the diversity of placements available to students.

Feedback from Lecture feedback

Feedback

Improve the reflective writing skills of students related to their work placements.

Recommendation

Will monitor student writing skills in their summative assessments items and to provide constructive feedback. This hopefully will be acted upon in later assessment items.

Unit Learning Outcomes

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

1. Document work placement position requirements, objectives and plan
2. Apply skills and knowledge developed in the academic course to engineering practice within an organisation
3. Document engineering work practices and processes in a professional manner
4. Develop and apply engineering practice skills and knowledge to complement the skills and knowledge developed in the course
5. Review and assess personal and professional development achieved during the work placement.

The Learning Outcomes for this unit are linked with the Engineers Australia Stage 1 Competency Standards for Professional Engineers in the areas of 1. Knowledge and Skill Base, 2. Engineering Application Ability and 3. Professional and Personal Attributes at the following levels:

Intermediate 1.3 In-depth understanding of specialist bodies of knowledge within the engineering discipline. (LO: 4I) 1.4 Discernment of knowledge development and research directions within the engineering discipline. (LO: 4I) 1.5 Knowledge of engineering design practice and contextual factors impacting the engineering discipline. (LO: 4I) 1.6 Understanding of the scope, principles, norms, accountabilities and bounds of sustainable engineering practice in the specific discipline. (LO: 4I) 2.1 Application of established engineering methods to complex engineering problem solving. (LO: 2I 4I) 2.2 Fluent application of engineering techniques, tools and resources. (LO: 2I 4I) 2.3 Application of systematic engineering synthesis and design processes. (LO: 2I 5I) 2.4 Application of systematic approaches to the conduct and management of engineering projects. (LO: 2I 4I 5I) 3.1 Ethical conduct and professional accountability. (LO: 3I 5N) 3.2 Effective oral and written communication in professional and lay domains. (LO: 1I 3I) 3.3 Creative, innovative and pro-active demeanour. (LO: 1N 3N 5I) 3.4 Professional use and management of information. (LO: 1I 3I) 3.6 Effective team membership and team leadership. (LO: 1I 5I)

Advanced 3.5 Orderly management of self, and professional conduct. (LO: 1I 5A)

Note: LO refers to the Learning Outcome number(s) which link to the competency and the levels: N – Introductory, I – Intermediate and A - Advanced.

Refer to the Engineering Undergraduate Course Moodle site for further information on the Engineers Australia's Stage 1 Competency Standard for Professional Engineers and course level mapping informationhttps://moodle.cqu.edu.au/course/view.php?id=1511

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 - Professional Practice Plans (learning plans) - 10%	•				
2 - Report - 30%		•	•		
3 - Portfolio - 60%		•	•	•	•

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 - Professional Practice Plans (learning plans) - 10%	•			•						
2 - Report - 30%	•	•	•							

Assessment Tasks	Graduate Attributes									
	1	2	3	4	5	6	7	8	9	10
3 - Portfolio - 60%	•	•	•	•	•					

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)
- Zoom Capacity (webcam 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

Schedule

Week 1 - 12 Jul 2021

Module/Topic	Chapter	Events and Submissions/Topic
Commence development of work placement objectives and descriptions. Commence work placement and document your activities in your weekly journals.		

Week 2 - 19 Jul 2021

Module/Topic	Chapter	Events and Submissions/Topic
Continue development of work placement objectives and descriptions. Continue work placement and document your activities in your weekly journals.		

Week 3 - 26 Jul 2021

Module/Topic	Chapter	Events and Submissions/Topic

Complete work placement planning and document Industry Practice Plan. Continue work placement and document your activities in your weekly journals.		**Industry Practice Plan** Due: Week 3 Friday (30 July 2021) 11:59 pm AEST

Week 4 - 02 Aug 2021

Module/Topic	Chapter	Events and Submissions/Topic
Continue work placement and document your activities in your weekly journals.		

Week 5 - 09 Aug 2021

Module/Topic	Chapter	Events and Submissions/Topic
Continue work placement and document your activities in your weekly journals.		

Vacation Week - 16 Aug 2021

Module/Topic	Chapter	Events and Submissions/Topic
Continue work placement and document your activities in your weekly journals.		

Week 6 - 23 Aug 2021

Module/Topic	Chapter	Events and Submissions/Topic
Continue work placement and document your activities in your weekly journals.		

Week 7 - 30 Aug 2021

Module/Topic	Chapter	Events and Submissions/Topic
Continue work placement and document your activities in your weekly journals.		

Week 8 - 06 Sep 2021

Module/Topic	Chapter	Events and Submissions/Topic
Commence assessment against objectives documented in your Industry Practice Plan. Continue work placement and document your activities in your weekly journals.		

Week 9 - 13 Sep 2021

Module/Topic	Chapter	Events and Submissions/Topic
Continue assessment against objectives documented in your Industry Practice Plan. Continue work placement and document your activities in your weekly journals.		

Week 10 - 20 Sep 2021

Module/Topic	Chapter	Events and Submissions/Topic

Complete assessment against objectives documented in your Industry Practice Plan. Collate and format your initial six weeks of weekly journals. Complete Work Placement Report. Continue work placement and document your activities in your weekly journals		**Work Placement Report** Due: Week 10 Friday (24 Sept 2021) 11:59 pm AEST

Week 11 - 27 Sep 2021

Module/Topic	Chapter	Events and Submissions/Topic
Continue work placement and document your activities in your weekly journals		

Week 12 - 04 Oct 2021

Module/Topic	Chapter	Events and Submissions/Topic
Continue work placement and document your activities in your weekly journals.		

Review/Exam Week - 11 Oct 2021

Module/Topic	Chapter	Events and Submissions/Topic
Continue work placement and document your activities in your weekly journals.		

Exam Week - 18 Oct 2021

Module/Topic	Chapter	Events and Submissions/Topic
Commence preparation of work placement samples documentation. Commence development of Individual Portfolio. Continue work placement and document your activities in your weekly journals.		**Portfolio** Due: Exam Week Friday (22 Oct 2021) 11:59 pm AEST

Assessment Tasks

1 Industry Practice Plan

Assessment Type
Professional Practice Plans (learning plans)

Task Description
You will develop:

- an Industry Practice Plan that details your work placement role, and
- develop a plan that defines your work placement objectives and your planned tasks.

Refer to the Moodle site for a detailed description of this task.

Assessment Due Date
Week 3 Friday (30 July 2021) 11:59 pm AEST
Submit electronically via Moodle with your name, unit code and assignment name e.g. NAME_ENEP11006_Assignment Name

Return Date to Students
Week 5 Friday (13 Aug 2021)
Return marked assessments electronically via Moodle

Weighting
10%

Minimum mark or grade
50%

Assessment Criteria
Information regarding placement organization and supervisor details is complete as per the supplied template.
A minimum of four (4) placement objectives have been detailed.
Each objective description is related to one or more of:

- Specific and measurable outcome
- Broad in nature.
- Transferable skills.
- Professional skills

A minimum of one objective relates to work required to be performed by the placement organization.
A minimum of one objective is specified as a personal achievement from the placement.
For each objective, a set of tasks to achieve the objective are outlined, considering the sequence and time for completion.

Referencing Style

- Harvard (author-date)

Submission
Online

Submission Instructions
Submit electronically via Moodle with your name, unit code and assignment number e.g. NAME_ENEP11006_Assignment Name

Learning Outcomes Assessed

- Document work placement position requirements, objectives and plan

Graduate Attributes

- Communication
- Information Literacy

2 Work Placement Report

Assessment Type
Report

Task Description
You will prepare a report that:

- assesses how you are progressing against your Industry Practice Plan, and
- documents the initial six (6) weeks of your weekly journals.

Refer to the Moodle site for a detailed description of this task.

Assessment Due Date
Week 10 Friday (24 Sept 2021) 11:59 pm AEST
Submit electronically via Moodle with your name, unit code and assignment name e.g. NAME_ENEP11006_Assignment Name

Return Date to Students
Week 12 Friday (8 Oct 2021)
Return marked assessments electronically via Moodle

Weighting
30%

Minimum mark or grade
50%

Assessment Criteria
Report contains a summary which is consistent with the objective progress reporting.
Progress against each objective contains an assessment of applicability, assessment of progress, and issues.
Six (6) weekly journals are included. Each weekly journal is word processed, professionally presented, and contains:

- A professional recording of tasks and activities completed for the week
- Reflection on the work activities, including challenges, improvements and influences

- Completed learning experience rating
- Supervisor sign-off.

Referencing Style

- Harvard (author-date)

Submission
Online

Submission Instructions
Submit electronically via Moodle with your name, unit code and assignment name e.g. NAME_ENEP11006_Assignment Name

Learning Outcomes Assessed

- Apply skills and knowledge developed in the academic course to engineering practice within an organisation
- Document engineering work practices and processes in a professional manner

Graduate Attributes

- Communication
- Problem Solving
- Critical Thinking

3 Portfolio

Assessment Type
Portfolio

Task Description
The final assessment item involves:

- submission of a Portfolio consisting of your placement details, objectives and plan;
- weekly journals;
- placement work samples;
- employer evaluation; a self-evaluation and reflection on your work placement experience.

Refer to the Moodle site for a detailed description of this task.

Assessment Due Date
Exam Week Friday (22 Oct 2021) 11:59 pm AEST
Your final portfolio assessment item should be submitted as soon as practicable following completion of your work placement.

Return Date to Students

Portfolios will be marked within two weeks of assessment submission

Weighting
60%

Minimum mark or grade
50%

Assessment Criteria
Portfolio is professionally presented with an Introduction, Table of Contents and Summary.
The required six sections are included in the portfolio.
Twenty-four (24) weekly journals are included. Each weekly journal contains:

- A professional recording of tasks and activities completed for the week.
- Reflection on the work activities, including challenges, improvements and influences.
- Completed learning experience rating
- Supervisor sign-off.

Work placement samples are included and relevant to activities and tasks documented in Weekly Journals.
Employer evaluation form is completed and signed off.
Self-Evaluation and Reflection section is complete and includes reference to:

- Assessment on achievement of Placement Objectives
- Skills and Knowledge assessment, addressing technical, professional and social aspects
- Two (2) work placement challenges are documented, described and self-assessed.

- Summary of personal growth encompassing technical, professional and social development.

Referencing Style

- Harvard (author-date)

Submission
Online

Submission Instructions
Submit electronically via Moodle with your name, unit code and assignment name e.g. NAME_ENEP11006_Assignment Name

Learning Outcomes Assessed

- Apply skills and knowledge developed in the academic course to engineering practice within an organisation
- Document engineering work practices and processes in a professional manner
- Develop and apply engineering practice skills and knowledge to complement the skills and knowledge developed in the course
- Review and assess personal and professional development achieved during the work placement.

Graduate Attributes

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

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