ENEP11010 *Industry Practice Review*
Term 2 - 2017

All details in this unit profile for ENEP11010 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 evaluate their personal growth in relation to industry employment, and develop a plan for improvement. Students will demonstrate professional presentation skills and review and discuss current workplace issues (including risk assessment and Occupational Health and Safety).

Details
Career Level: *Undergraduate*
Unit Level: *Level 1*
Credit Points: *6*
Student Contribution Band: *8*
Fraction of Full-Time Student Load: *0.125*

Pre-requisites or Co-requisites
_ ENEP11006 Industry Practice 1 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 - 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).

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. **Portfolio**
Weighting: 100%

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 "Have your say" and self reflection.
Feedback
Type and timing of assessment could be reviewed to provide more regular feedback to students
Recommendation
Review assessment type and timing.

Unit Learning Outcomes

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

1. Self evaluate personal growth in terms of intellectual, social and professional development and develop a plan for improvement.
2. Demonstrate professional presentation skills through describing their work experience to an audience.
3. Review and discuss current workplace issues based on the shared experience of peers.
4. Evaluate how risk assessment and OHS were conducted in their work placement compared to another organisation.

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

— 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
1 - Portfolio - 100%	●	●	●	●

Alignment of Graduate Attributes to Learning Outcomes

Graduate Attributes	Learning Outcomes			
	1	2	3	4
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.

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

Ian Devenish Unit Coordinator
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Schedule

Week 1 - 10 Jul 2017		
Module/Topic	**Chapter**	**Events and Submissions/Topic**
Introduction		

Week 2 - 17 Jul 2017		
Module/Topic	**Chapter**	**Events and Submissions/Topic**
Development of Presentation		

Week 3 - 24 Jul 2017		
Module/Topic	**Chapter**	**Events and Submissions/Topic**
Development of Presentation		

Week 4 - 31 Jul 2017		
Module/Topic	**Chapter**	**Events and Submissions/Topic**
Workplacement Presentations		Identification of Issues

Week 5 - 07 Aug 2017		
Module/Topic	**Chapter**	**Events and Submissions/Topic**
Workplacement Presentations		Identification of Issues

Vacation Week - 14 Aug 2017		
Module/Topic	**Chapter**	**Events and Submissions/Topic**

Week 6 - 21 Aug 2017		
Module/Topic	**Chapter**	**Events and Submissions/Topic**

Module/Topic	Chapter	Events and Submissions/Topic
Workplace Presentations		Identification of Issues

Week 7 - 28 Aug 2017

Module/Topic	Chapter	Events and Submissions/Topic
Risk Management		

Week 8 - 04 Sep 2017

Module/Topic	Chapter	Events and Submissions/Topic
Prepare Folio		

Week 9 - 11 Sep 2017

Module/Topic	Chapter	Events and Submissions/Topic
Prepare Folio		

Week 10 - 18 Sep 2017

Module/Topic	Chapter	Events and Submissions/Topic
Prepare Folio		

Week 11 - 25 Sep 2017

Module/Topic	Chapter	Events and Submissions/Topic
Prepare Folio		

Week 12 - 02 Oct 2017

Module/Topic	Chapter	Events and Submissions/Topic
Prepare Folio		**Portfolio** Due: Week 12 Monday (2 Oct 2017) 1:00 pm AEST

Review/Exam Week - 09 Oct 2017

Module/Topic	Chapter	Events and Submissions/Topic

Exam Week - 16 Oct 2017

Module/Topic	Chapter	Events and Submissions/Topic

Assessment Tasks

1 Portfolio

Assessment Type
Portfolio

Task Description
The portfolio of individual work should include the following compulsory items:
1. A copy of the Feedback Form from your presentation of your workplace experience. In your presentation you will have the opportunity to demonstrate your professional presentation skills as well as compulsory items 2, 3 and 4. The feedback sheet will provide evidence of the level to which this has been achieved. You may include a written submission of these items in your portfolio if your feedback sheet shows your presentation did not meet your grade expectations.
2. A discussion of what has been achieved in terms of the work undertaken by the student in their workplace, and the significance and value of the experience gained.
3. A self evaluation of the student's personal development detailing their strengths and weaknesses and evidence of how they have grown in areas of:

- intellectual development—integration of unit material to work problems, problem identification, critical thinking, problem solving and decision making
- social development—social skills, initiative, independence, teamwork, confidence,
- professional development—technical skills, time management, verbal and written communication etc.

4. An analysis of issues Identified in your workplace.
5. Issues identified in other workplaces. As well as identifying issues within their own workplace, students must attend or view the presentation of other co-op work experiences, and identify workplace issues identified by other students. Each student must submit the issues that they identified and discuss how they relate these issues to their own experiences.

6. A comparative reflective paper on how risk assessment and OHS was conducted in your placement, compared to another worksite
Further information is available on the Unit Moodle site.

Assessment Due Date
Week 12 Monday (2 Oct 2017) 1:00 pm AEST

Return Date to Students

After Certification of Grades

Weighting
100%

Minimum mark or grade
Pass

Assessment Criteria
An Assessment Criteria Sheet and information regarding requirements for each compulsory item is available on the Unit Moodle site. The Assessment Criteria Sheet documents the level of achievement required to achieve "Acceptable, "Good" or "Excellent" ratings for each assessment task. A rubric for awarding grades based on the levels of Acceptable, Good and Excellent is included in the Assessment Criteria Sheet.

Referencing Style

- Harvard (author-date)
- Turabian

Submission
Online

Learning Outcomes Assessed

- Self evaluate personal growth in terms of intellectual, social and professional development and develop a plan for improvement.
- Demonstrate professional presentation skills through describing their work experience to an audience.
- Review and discuss current workplace issues based on the shared experience of peers.
- Evaluate how risk assessment and OHS were conducted in their work placement compared to another organisation.

Graduate Attributes

- Communication
- Critical Thinking
- Information Literacy
- 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