



ENEP12010 *Industry Practice 2*

Term 2 - 2020

Profile information current as at 05/05/2024 04:15 am

All details in this unit profile for ENEP12010 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 to Engineers Australia Stage 2 Competency Standards, and prepare a portfolio detailing your personal and professional growth in an industry-based engineering position. Note that students 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 2*

Credit Points: 12

Student Contribution Band: 8

Fraction of Full-Time Student Load: 0.25

Pre-requisites or Co-requisites

ENEP11010 Industry Practice Review AND Prerequisite ENEP12007 Engineering Business Fundamentals 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 - 2020

- 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 Self-reflection

Feedback

Regular student contact

Recommendation

Send out emails to students reminding them of due dates for assignments and encouraging them to complete work on time.

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. Critically analyse work tasks and map these to Engineers Australia Stage 2 Competency Standards
5. Develop and apply engineering practice skills and knowledge to complement the skills and knowledge developed in the course
6. Review and assess personal and professional development achieved during the work placement.

Alignment of Learning Outcomes, Assessment and Graduate Attributes



Alignment of Assessment Tasks to Learning Outcomes

Assessment Tasks	Learning Outcomes					
	1	2	3	4	5	6
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	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		•				

Graduate Attributes	Learning Outcomes					
	1	2	3	4	5	6
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%	•	•	•	•						
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)

Referencing Style

All submissions for this unit must use the referencing style: [Harvard \(author-date\)](#)
For further information, see the Assessment Tasks.

Teaching Contacts

Francis Edwards Unit Coordinator
f.edwards@cqu.edu.au

Brendan Donnelly Unit Coordinator
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Schedule

Week 1 - 13 Jul 2020

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

Week 2 - 20 Jul 2020

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

Week 3 - 27 Jul 2020

Module/Topic	Chapter	Events and Submissions/Topic
Complete placement planning and document Industry Practice Plan. Continue work placement and document weekly journals.		Industry Practice Plan Due: Week 3 Friday (31 July 2020) 10:00 pm AEST

Week 4 - 03 Aug 2020

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

Week 5 - 10 Aug 2020

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

Vacation Week - 17 Aug 2020

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

Week 6 - 24 Aug 2020

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

Week 7 - 31 Aug 2020

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

Week 8 - 07 Sep 2020

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

Week 9 - 14 Sep 2020

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

Week 10 - 21 Sep 2020

Module/Topic	Chapter	Events and Submissions/Topic
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Complete assessment against objectives defined and planned in Industry Practice Plan.
Collate and format initial six weeks of weekly journals.
Complete Work Placement Report.
Continue work placement and document weekly journals

Work Placement Report Due: Week 10 Friday (25 Sept 2020) 10:00 pm AEST

Week 11 - 28 Sep 2020

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

Week 12 - 05 Oct 2020

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

Review/Exam Week - 12 Oct 2020

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

Exam Week - 19 Oct 2020

Module/Topic	Chapter	Events and Submissions/Topic
Commence preparation work placement samples documentation. Commence development of Individual Portfolio. Continue work placement and document weekly journals.		Portfolio Due: Exam Week Friday (23 Oct 2020) 10:00 pm AEST

Term Specific Information

Your work placement may continue beyond the end of Term 2. Your final portfolio assessment item should be submitted as soon as practicable following completion of your work placement.

Assessment Tasks

1 Industry Practice Plan

Assessment Type

Professional Practice Plans (learning plans)

Task Description

You will develop a 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 (31 July 2020) 10:00 pm AEST

Return Date to Students

Week 5 Friday (14 Aug 2020)

Weighting

10%

Minimum mark or grade

50%

Assessment Criteria

Information regarding placement organisation 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 organisation.
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

Learning Outcomes Assessed

- Document work placement position requirements, objectives and plan

Graduate Attributes

- Communication
- Information Technology Competence

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 document your initial six (6) weeks of weekly journals.
Refer to the Moodle site for a detailed description of this task.

Assessment Due Date

Week 10 Friday (25 Sept 2020) 10:00 pm AEST

Return Date to Students

Week 12 Friday (9 Oct 2020)

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, mapped to Stage 2 Competencies.
- Reflection on the work activities, including challenges, improvements and influences.
- Completed learning experience rating
- Supervisor sign-off.

Referencing Style

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

Submission

Online

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
- Critically analyse work tasks and map these to Engineers Australia Stage 2 Competency Standards

Graduate Attributes

- Communication
- Problem Solving
- Critical Thinking
- Information Literacy

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 (23 Oct 2020) 10:00 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 is word processed 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.

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

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
- Critically analyse work tasks and map these to Engineers Australia Stage 2 Competency Standards
- 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
- Critical Thinking
- Information Literacy
- 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