



ENRP20001 Engineering Research Project Planning Term 1 - 2024

Profile information current as at 15/05/2024 04:58 pm

All details in this unit profile for ENRP20001 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 is specifically designed so that students can apply the processes of research investigation through the analysis of, reflection on and critique of, an area of their professional practice. The unit uses a problem-based learning approach within an authentic workplace learning environment. This ensures students are undertaking an investigation that is relevant to the needs of industry. Students will apply an appropriate research methodology that suits their research problem. At the end of this unit, students will have developed a project plan that they will implement in the follow-on unit Engineering Research Project Implementation.

Details

Career Level: *Postgraduate*

Unit Level: *Level 9*

Credit Points: *12*

Student Contribution Band: *8*

Fraction of Full-Time Student Load: *0.25*

Pre-requisites or Co-requisites

Students must have completed a minimum of 36 credit points and approval of the Head of course or delegate is required. Students must have a project topic and academic supervisor before they can be enrolled.

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 1 - 2024

- Melbourne
- Online
- 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 12-credit Postgraduate 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. **Report**

Weighting: 10%

2. **Literature Review or Systematic Review**

Weighting: 20%

3. **Presentation**

Weighting: 20%

4. **Portfolio**

Weighting: 50%

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 SUTE

Feedback

Class schedule clashes with internship hours

Recommendation

The Unit Coordinator should collaborate with the administration team to schedule the classes after hours, taking into account the requirements of internship students and working professionals in the industry.

Feedback from SUTE

Feedback

The updated assessment criteria and templates

Recommendation

The Unit Coordinator should inform the supervisor and reviewers of the updated assessment criteria and templates to ensure consistency.

Feedback from Class room feedback

Feedback

Students struggle to manage time for both internship and research projects

Recommendation

Students should be encouraged to discuss thesis requirements with internship providers to request flexibility.

Unit Learning Outcomes

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

1. Identify a suitable problem related to the study discipline
2. Develop a research question including identifying key words
3. Conduct an indepth review of related literature
4. Select an appropriate research methodology to investigate the problem
5. Regularly communicate professionally with all stakeholders in formal and informal reports
6. Professionally present the project plan in a seminar and defend the methodology adopted.

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

2.2 Fluent application of engineering techniques, tools and resources. (LO: 4I)

3.1 Ethical conduct and professional accountability. (LO: 3I)

Advanced

1.3 In-depth understanding of specialist bodies of knowledge within the engineering discipline. (LO: 1A 4A)

1.4 Discernment of knowledge development and research directions within the engineering discipline. (LO: 1A 2A 3A)

1.5 Knowledge of engineering design practice and contextual factors impacting the engineering discipline. (LO: 2A 4A)

1.6 Understanding of the scope, principles, norms, accountabilities and bounds of sustainable engineering practice in the specific discipline. (LO: 4A)

2.1 Application of established engineering methods to complex engineering problem solving. (LO: 4A)

2.4 Application of systematic approaches to the conduct and management of engineering projects. (LO: 1A 2A 3A 4A)

3.2 Effective oral and written communication in professional and lay domains. (LO: 5A 6A)

3.3 Creative, innovative and pro-active demeanour. (LO: 4A)

3.4 Professional use and management of information. (LO: 3A)

3.5 Orderly management of self, and professional conduct. (LO: 6A)

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 Postgraduate Units Moodle site for further information on the Engineers Australia's Stage 1 Competency Standard for Professional Engineers and course level mapping information

<https://moodle.cqu.edu.au/course/view.php?id=11382>

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 - Report - 10%	•	•				
2 - Literature Review or Systematic Review - 20%			•			
3 - Presentation - 20%				•		•
4 - Portfolio - 50%	•	•	•	•	•	

Alignment of Graduate Attributes to Learning Outcomes

Graduate Attributes	Learning Outcomes					
	1	2	3	4	5	6
1 - Knowledge	○	○	○	○	○	○
2 - Communication	○	○	○	○	○	○
3 - Cognitive, technical and creative skills				○	○	○
4 - Research		○	○	○	○	○
5 - Self-management			○		○	○
6 - Ethical and Professional Responsibility				○	○	○
7 - Leadership						
8 - 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
1 - Report - 10%	○	○	○	○				
2 - Literature Review or Systematic Review - 20%	○	○		○				
3 - Presentation - 20%	○	○	○	○		○		
4 - Portfolio - 50%	○	○	○	○		○		

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

Lam Bui Unit Coordinator
l.bui@cqu.edu.au

Schedule

Week 1 - 04 Mar 2024

Module/Topic	Chapter	Events and Submissions/Topic
Unit introduction and teaching and learning arrangement		Activity: 1. Set up a regular weekly meeting with your project advisor (minimum 30-minute meeting duration) 2. Agree on a communication strategy with the project advisor to maintain regular and efficient communication.

Week 2 - 11 Mar 2024

Module/Topic	Chapter	Events and Submissions/Topic
How to define a project problem		Activity: 1. Define and articulate the project problem. 2. Identify the rationales for solving the project problem. 3. Describe the project problem in the context of the big picture.

Week 3 - 18 Mar 2024

Module/Topic	Chapter	Events and Submissions/Topic
How to do a scientific literature review		Activity: 1. Conduct a literature review to find problems and solutions similar to those of the project. 2. Place your project problem in the context of existing problems and solutions. 3. Define a single project aim and several accompanying project objectives (around 3 objectives). 4. Conceive about 3 research questions from the project objectives (each question for each objective).

Week 4 - 25 Mar 2024

Module/Topic	Chapter	Events and Submissions/Topic
How to do academic writing		Activity: 1. Write up the literature review for your project by putting the literature findings together in a structuring manner to support defining the best approach to solve your project problem. Problem Definition and Project Introduction Due: Week 4 Monday (25 Mar 2024) 11:59 pm AEST

Week 5 - 01 Apr 2024

Module/Topic	Chapter	Events and Submissions/Topic
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How to do academic referencing

Activity:

1. Complete the writing of the literature review and provide a proper reference of literature.

Vacation Week - 08 Apr 2024

Module/Topic

Chapter

Events and Submissions/Topic

None teaching week.

Week 6 - 15 Apr 2024

Module/Topic

Chapter

Events and Submissions/Topic

How to develop the project methodology

Activity:

1. From the literature review, identify the best approach to solve the project problem.
2. From the best approach, articulate and develop detailed step-by-step methods to solve the project problem.
3. Write up the project's detailed methodology and support it with relevant literature.

Week 7 - 22 Apr 2024

Module/Topic

Chapter

Events and Submissions/Topic

How to plan a project

Activity:

1. Break the project into several logical steps.
2. Identify key milestones that must be met during the project implementation.
3. Schedule the project steps to create a logical and efficient flow of activities.
4. Present the project schedule using the work breakdown structure and/or Gantt chart.

Literature Review Due: Week 7
Monday (22 Apr 2024) 11:59 pm AEST

Week 8 - 29 Apr 2024

Module/Topic

Chapter

Events and Submissions/Topic

How to do a project budget

Activity:

1. Determine the resources required to do the project.
2. Work out how to obtain the required resources and the costs involved.
3. From the resources, create the project budget and write a short justification for each resource.
4. Follow the budget approval process to seek budget approval for your project. Note that the budget must be approved within the project planning phase to be valid.

Week 9 - 06 May 2024

Module/Topic

Chapter

Events and Submissions/Topic

How to identify and assess the project risks

Activity:

1. Identify risks associated with the project.
2. Assess the severity of each risk.
3. Devise the mitigation method for each risk.
4. Complete the risk assessment form and seek approval.

Week 10 - 13 May 2024

Module/Topic

Chapter

Events and Submissions/Topic

How to do a project presentation

Activity:

1. Prepare your project presentation.
2. Focus on the presentation of the literature review and project methodology.
3. Aim for a maximum of 15 slides total for your presentation.
4. Contact your project advisor and reviewers to arrange a presentation time.
5. Rehearsal your presentation with the project advisor and obtain feedback before the actual presentation.

Week 11 - 20 May 2024

Module/Topic

Chapter

Events and Submissions/Topic

How to put together a project proposal/thesis

Activity:

1. Present your project to a panel consisting of the project advisor and reviewers for assessment.
2. Obtain feedback on your project.
3. Put together your planning thesis and incorporate the feedback from the project presentation.

Week 12 - 27 May 2024

Module/Topic

Chapter

Events and Submissions/Topic

No new materials. Students are working on completing the project thesis before the submission deadline.

Activity:

1. Finalise and complete your planning thesis.
2. Submit your thesis before its submission deadline on Monday of Week 13 (Review/Exam Week).

Review/Exam Week - 03 Jun 2024

Module/Topic

Chapter

Events and Submissions/Topic

Planning Thesis Due: Review/Exam Week Monday (3 June 2024) 11:59 pm AEST

Exam Week - 10 Jun 2024

Module/Topic

Chapter

Events and Submissions/Topic

Term Specific Information

As the preliminary to the enrolment into this unit, prospective students **MUST** secure a project's adviser and topic. Students must view the advisor list sent to them by the Unit Coordinator a few weeks before the start of the term to identify and contact potential project advisors. Immediately, after securing a project advisor, students **MUST** inform the unit coordinator of the project advisor's name and topic before they proceed to contact the course advisor to enrol in the unit.

Furthermore, on-campus students must maintain a record of attendance for face-to-face classes and meetings with the project advisor. Some marks will be awarded for attendance records of over 80%. Students with less than 80% attendance record will receive no attendance mark and be classified as at risk. These students may not be favourably considered in the case of special circumstances. Please ensure you attempt all face-to-face classes and advisor meetings to achieve the best possible performance and mark for the unit.

Assessment Tasks

1 Problem Definition and Project Introduction

Assessment Type

Report

Task Description

You will define the project's problem clearly and precisely and place it in the big-picture context so that a layperson can understand it. You must provide the rationales for solving the problem to highlight the need and the benefits to find the solution for the problem. You should support your arguments with literature facts and therefore, some preliminary literature review on the topic of the project is required to adequately define your project problem. From the problem's definition, you must concisely conceive the project aims and then derive several project objectives which evidently must align with the project aim. In addition, you also need to specify the project's deliverables, scope and stakeholders. Submission of the attendance record up to the date of submission is also required as some marks will be rewarded for attendance records of over 80%.

Assessment Due Date

Week 4 Monday (25 Mar 2024) 11:59 pm AEST

Submission of a single PDF file using a link in the unit Moodle website

Return Date to Students

Week 6 Monday (15 Apr 2024)

It is expected that the assessment item will be returned to students with mark and feedback within two weeks after the submission due date.

Weighting

10%

Minimum mark or grade

25%

Assessment Criteria

This assessment will be marked based on the following criteria:

1. Include an assessment submission cover sheet that contains all relevant information
2. Include appropriate front matters.
3. Follow good practices for academic report writing and formatting.
4. Include appropriate and proper citations and references of literature.
5. Define the project problem clearly and concisely.
6. Describe clearly the placement of the project problem within the context of existing literature.
7. Provide the rationales for solving the project problem.
8. Articulate how the project fits within a general context so that a layperson can understand.
9. Define a single project aim.
10. Articulate several project objectives.
11. Conceive the research questions.
12. Define the project scope and stakeholders.
13. State the project outcomes, deliverables and timelines.
14. Provide your attendance record for assessment.

The detailed assessment criteria will be available on the Unit Moodle site.

Important Information:

The students MUST submit all required assessments by their due dates, as no late submission will be accepted (this is professional practice). If an extension is required, please ensure the extension request reaches the Unit Coordinator **AT LEAST 72 hours** before the deadline unless specified otherwise in the assessment tasks. Application for an extension after the due date may not be acceptable.

According to the Assessment Policy, Section 5.16, the acceptable reasons for extension are disability, medical or health-related condition, hardship (serious accident), compassionate circumstances (death of a family member) etc., with providing evidence.

Late Submission Penalty: A late submission penalty of 5% per day of the total available marks for the assessment will be deducted for each full or part calendar day the task is overdue will be applied in this unit, according to the University Assessment Policy (Section 5.42). The penalty must be a **NEGATIVE** score deducted from the overall mark and calculated based on late submission status.

Referencing Style

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

Submission

Online

Submission Instructions

Submission of a single PDF file using a link in the unit Moodle website

Learning Outcomes Assessed

- Identify a suitable problem related to the study discipline
- Develop a research question including identifying key words

Graduate Attributes

- Knowledge
- Communication
- Cognitive, technical and creative skills
- Research

2 Literature Review

Assessment Type

Literature Review or Systematic Review

Task Description

This assessment consists of two parts. The first part is the revision of assessment 1 - problem definition and project introduction from the advisor's feedback and the second part is a detailed literature review of the project's problem. In the first part, students must amend Assessment 1 - the problem definition and the project introduction to address all and every feedback received from the project advisor and produce a document that outlines how the students address each of the advisor's feedback. Students then attach this document as an appendix to assessment two's submission. In the second part, students must provide a focused literature review that is relevant to the project's problem by describing the existing problems similar to the project problem and their solutions and conducting a critical analysis of these solutions to identify the best possible approach to solve the project problem. In the literature review, students should not simply restate the literature information, but explain the literature from their own understanding and critically analyse the information to argue the best possible approach to solve the project problem. It is anticipated that the major part of the literature review is the critical analysis and discussion in the context of the project problem.

Students must provide appropriate and proper citations in text and references at the end of the report following CQU referencing guidelines. Submission of the attendance record up to the date of submission is also required as some marks will be rewarded for attendance records of over 80%.

Assessment Due Date

Week 7 Monday (22 Apr 2024) 11:59 pm AEST

Submission of a single PDF file using a link in the unit Moodle website

Return Date to Students

Week 9 Monday (6 May 2024)

It is expected that the assessment item will be returned to students with mark and feedback within two weeks after the submission due date.

Weighting

20%

Minimum mark or grade

50%

Assessment Criteria

This assessment will be marked based on the following criteria:

1. Include an assessment submission cover sheet that contains all relevant information.
2. Include appropriate front matters
3. Follow good practices for academic report writing and formatting.
4. Include appropriate and proper citations and references of literature.
5. Adhere to CQU referencing guidelines properly.
6. Provide your attendance record for assessment.
7. Include a focused literature review on the project problem
8. Include quality and relevant literature
9. Explain literature from the student's own understanding rather than restating facts
10. Analyse the literature critically to define the best possible approach to solving the project problem
11. Include some discussions of the literature findings that are relevant to the project problem
12. Address the advisor's feedback for Assessment 1 adequately
13. Include a document that outlines how each advisor's feedback for Assessment 1 was addressed.

The detailed assessment criteria will be available on the Unit Moodle site.

Important Information:

The students **MUST** submit all required assessments by their due dates, as no late submission will be accepted (this is professional practice). If an extension is required, please ensure the extension request reaches the Unit Coordinator **AT LEAST 72 hours** before the deadline unless specified otherwise in the assessment tasks. Application for an extension after the due date may not be acceptable.

According to the Assessment Policy, Section 5.16, the acceptable reasons for extension are disability, medical or health-related condition, hardship (serious accident), compassionate circumstances (death of a family member) etc., with providing evidence.

Late Submission Penalty: A late submission penalty of 5% per day of the total available marks for the assessment will be deducted for each full or part calendar day the task is overdue will be applied in this unit, according to the University Assessment Policy (Section 5.42). The penalty must be a **NEGATIVE** score deducted from the overall mark and calculated based on late submission status.

Referencing Style

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

Submission

Online

Submission Instructions

Submission of a single PDF file using a unit Moodle link

Learning Outcomes Assessed

- Conduct an indepth review of related literature

Graduate Attributes

- Knowledge
- Communication
- Research

3 Methodology Presentation

Assessment Type

Presentation

Task Description

Students are required to do a **12-minute** oral presentation on their project plan during Week 11. The presentation must focus on the literature review and the proposed project methodology. The presentation session with a specific schedule will be organised face-to-face or online. The video of the presenter must be turned on during the presentation session. To be eligible to present, students must submit the presentation slides via the unit Moodle website **at least 24 hours** before the presentation session. During the presentation, every student will be given an equal opportunity to present for **10 to 12 minutes**, followed by **10 minutes** of Q&A.

Please note that the presentation will not be rescheduled. Therefore, an extension request is unacceptable for this assessment item.

Assessment Due Date

During Week 9, students must organize with their project advisor and reviewers to find a suitable time during Week 11 to conduct the presentation assessment and inform the Unit Coordinator (UC) the presentation time and date in Week 11, so that the presentation schedule can be arranged by the UC.

Return Date to Students

Some verbal feedback will be given students during the presentation session. Written feedback may be given within two weeks after the presentation date.

Weighting

20%

Minimum mark or grade

50%

Assessment Criteria

The presentation will be marked based on the following criteria:

1. Articulate the problem clearly and concisely.
2. Place the project problem within the general context so that a layperson can understand it.
3. Provide the rationales for solving the project problem.
4. Explain existing problems similar to the project problem.
5. Analyse the solutions to existing problems critically to identify the best possible approach to solve the problem.
6. Explain how the project methodology can be developed from the best approach.
7. Present the detailed project methodology.
8. Present the project plan.
9. Present the risk analysis.
10. Present the project budget.
11. Present the student up to date progress.
12. Discussion and conclusions.
13. Quality of presentation slides.
14. Delivery of presentation (style and skills).
15. Keep presentation within the allocated time.
16. Handle of Q&A.

Detailed Assessment Criteria and presentation schedule will be available on the course website.

Referencing Style

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

Submission

Online

Submission Instructions

During Week 9, students must organize with their project advisor and reviewers to find a suitable time during Week 11 to conduct the presentation assessment and inform the Unit Coordinator (UC) the presentation time and date in Week 11, so that the presentation schedule can be arranged by the UC. You are also required to present at your scheduled time.

Learning Outcomes Assessed

- Select an appropriate research methodology to investigate the problem
- Professionally present the project plan in a seminar and defend the methodology adopted.

Graduate Attributes

- Knowledge
- Communication
- Cognitive, technical and creative skills
- Research
- Ethical and Professional Responsibility

4 Planning Thesis

Assessment Type

Portfolio

Task Description

This is the final assessment task for the unit. It requires students to collate the information in the previous three assessments and compile them in a coherent thesis document. Students must address all feedback received from the

project advisor and reviewers in this thesis and prepare a document that outlines how each feedback is addressed in the thesis. This document must be attached as one of the thesis appendices. The thesis will be marked by assessing the following parts:

1. Thesis Title Cover Page
2. Executive Summary (Abstract)
3. Acknowledgements
4. Table of Contents
5. List of Figures
6. List of Tables
7. List of Terms (Acronyms)
8. Introduction
9. Literature Review
10. Methodology
11. Project Plan (scheduling and budgeting)
12. Risk Assessment
13. Progress to date
14. Discussion and Conclusions
15. References
16. Appendices (addressing of advisor and reviewers' feedback, attendance record for the whole term, and other supporting information as appropriate)
17. Include a document that outlines how each received feedback was addressed in the thesis
18. Include the complete attendance record for the entire term.

Important Information:

The students **MUST** submit all required assessments by their due dates, as no late submission will be accepted (this is professional practice). If an extension is required, please ensure the extension request reaches the Unit Coordinator **AT LEAST 72** hours before the deadline unless specified otherwise in the assessment tasks. Application for an extension after the due date may not be acceptable.

According to the Assessment Policy, Section 5.16, the acceptable reasons for extension are disability, medical or health-related condition, hardship (serious accident), compassionate circumstances (death of a family member) etc., with providing evidence for no more than seven days.

Late Submission Penalty: A late submission penalty of 5% per day of the total available marks for the assessment will be deducted for each full or part calendar day the task is overdue will be applied in this unit, according to the University Assessment Policy (Section 5.42). The penalty must be a **NEGATIVE** score deducted from the overall mark and calculated based on late submission status.

Assessment Due Date

Review/Exam Week Monday (3 June 2024) 11:59 pm AEST

Submission of a single PDF file using a link in the unit Moodle website

Return Date to Students

The marked thesis with feedback will be returned to students after the certification of grades.

Weighting

50%

Minimum mark or grade

50%

Assessment Criteria

The project thesis will be assessed based on the quality of its chapter contents and the comprehensiveness and rigorousness of information, results, and discussions.

Detailed Assessment Criteria will be available on the unit website.

Referencing Style

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

Submission

Online

Submission Instructions

Submission of a single PDF file using a link in the unit Moodle website

Learning Outcomes Assessed

- Identify a suitable problem related to the study discipline

- Develop a research question including identifying key words
- Conduct an indepth review of related literature
- Select an appropriate research methodology to investigate the problem
- Regularly communicate professionally with all stakeholders in formal and informal reports

Graduate Attributes

- Knowledge
- Communication
- Cognitive, technical and creative skills
- Research
- Ethical and Professional Responsibility

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