ESSC12010 *Functional Anatomy*

Term 2 - 2021

Profile information current as at 05/05/2024 01:17 pm

All details in this unit profile for ESSC12010 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

The development of foundation knowledge and competencies in functional anatomy complements anatomy and physiology units and provides the cornerstone to manual assessment of musculoskeletal conditions. This unit will provide you with the knowledge necessary to identify and describe the structural and functional requirements of the musculoskeletal system in relation to human motion for a variety of activities. The unit will develop your understanding of the anatomy of the limbs and the functional principles underpinning movement and posture, including an understanding of the performance aspects of muscle, joints, and the mechanics of movement. You will develop skills in manual location and assessment of musculoskeletal structures as they apply to rehabilitation, exercise conditioning, and general movement.

Details

Career Level: *Undergraduate*
Unit Level: *Level 2*
Credit Points: *6*
Student Contribution Band: *10*
Fraction of Full-Time Student Load: *0.125*

Pre-requisites or Co-requisites

Co-requisite: BMSC11001 Human Body Systems 1
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

- Cairns
- Mackay
- Mixed Mode
- 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).

Residential Schools

This unit has a Compulsory Residential School for distance mode students and the details are:
Click here to see your Residential School Timetable.

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. **Online Quiz(zes)**
Weighting: 20%
2. **Presentation**
Weighting: 30%
3. **Practical Assessment**
Weighting: 20%
4. **Written Assessment**
Weighting: 30%

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.

Unit Learning Outcomes

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

1. Define anatomical terms and identify structures using anatomical models, images, and surface anatomy
2. Using principles of kinesiology, identify and explain the relationships between anatomical structures, movement, and function
3. Analyse exercises to identify muscles that are involved in producing and controlling movement
4. Perform movement and postural assessments, and prescribe corrective exercises to address asymmetries or improve exercise performance.

The Learning Outcomes and Assessment tasks are aligned with Graduate Outcomes as outlined by Exercise and Sport Science Australia (ESSA).
This course is designed to encompass both theoretical and practical aspects of functional anatomy. The course lectures will cover the theoretical knowledge related to the subject matter. The practical laboratory/workshop sessions will then build on the theoretical knowledge gained during the lectures and allow students to gain experience in identifying, locating and assessing muscular actions across a range of movement activities. Assessments for this course will be based on the development of a muscle portfolio and a practical video demonstration of a muscular assessment of movement. Students will also sit an examination of the theoretical knowledge gained about the musculo-skeletal system. The assessment pieces will allow students to gain a comprehensive knowledge necessary to identify the structural and functional requirements of the musculo-skeletal system

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 - Online Quiz(zes) - 20%	•	•		
2 - Presentation - 30%			•	•
3 - Practical Assessment - 20%	•			•
4 - Written Assessment - 30%		•	•	

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		•	•	•

Graduate Attributes	Learning Outcomes			
	1	2	3	4
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 - Online Quiz(zes) - 20%		•	•	•		•				
2 - Presentation - 30%	•	•	•	•		•				
3 - Practical Assessment - 20%	•	•	•	•		•		•		
4 - Written Assessment - 30%	•	•	•	•		•		•		

Textbooks and Resources

Textbooks

ESSC12010

Prescribed

Kinesiology of the Musculoskeletal System : Foundations for Rehabilitation
3rd revised edition (2016)
Authors: Neumann , Donald
Mosby Elsevier
Philadelphia , PA , USA
ISBN: 9780323287531
Binding: Paperback

Additional Textbook Information
Both paper and eBook versions can be purchased at the CQUni Bookshop here: http://bookshop.cqu.edu.au (search on the Unit code).

View textbooks at the CQUniversity Bookshop

IT Resources

You will need access to the following IT resources:

- CQUniversity Student Email
- Internet
- Unit Website (Moodle)
- Adobe Acrobat Pro
- Microphone and camera for use with Zoom
- Video Recording Device (Camcorder, Digital Camera, Smartphone, etc.)
- Microsoft Office 2010 (including Word and Excel)
- ZOOM Videoconferencing software. A ZOOM account is available with your student credentials.

Referencing Style

All submissions for this unit must use the referencing style: American Psychological Association 7th Edition (APA 7th edition)
For further information, see the Assessment Tasks.

Teaching Contacts

Mandy Plumb Unit Coordinator
a.plumb@cqu.edu.au

Schedule

Week 1 - 12 Jul 2021

Module/Topic	Chapter	Events and Submissions/Topic
Introduction to Functional Anatomy	Chapter 1 - Getting Started	**On-line lab 1**: Identifying anatomical structures and describing movement **(all students).**

Week 2 - 19 Jul 2021

Module/Topic	Chapter	Events and Submissions/Topic

Basic Structure and Function of Joints and Muscles	Chapter 2 - Basic Structure and Function of the Joints Chapter 3 - Muscle- The Ultimate Force Generator in the Body	

Week 3 - 26 Jul 2021

Module/Topic	Chapter	Events and Submissions/Topic
The Trunk and Spine	Chapter 9 - Axial Skeleton: Osteology and Arthrology Chapter 10 - Axial Skeleton: Muscle and Joint Interactions Chapter 11 - Kinesiology of Mastication and Ventilation	

Week 4 - 02 Aug 2021

Module/Topic	Chapter	Events and Submissions/Topic
The Shoulder	Chapter 5 - Shoulder Complex	

Week 5 - 09 Aug 2021

Module/Topic	Chapter	Events and Submissions/Topic
The Pelvis and Hip	Chapter 12 - The Hip	

Vacation Week - 16 Aug 2021

Module/Topic	Chapter	Events and Submissions/Topic

Week 6 - 23 Aug 2021

Module/Topic	Chapter	Events and Submissions/Topic
The Elbow, Wrist and Hand	Chapter 6 - Elbow and Forearm Complex Chapter 7 - Wrist Chapter 8 - Hand	

Week 7 - 30 Aug 2021

Module/Topic	Chapter	Events and Submissions/Topic
The Knee, Ankle and Foot	Chapter 13 - Knee Chapter 14 - Ankle and Foot	

Week 8 - 06 Sep 2021

Module/Topic	Chapter	Events and Submissions/Topic
Postural Analysis	Online resources available on Moodle site	**On-line Lab 2 (all students):** Case Study preparation for online exam

Week 9 - 13 Sep 2021

Module/Topic	Chapter	Events and Submissions/Topic
Movement Analysis for Occupational Tasks	Online resources available on Moodle site	

Week 10 - 20 Sep 2021

Module/Topic	Chapter	Events and Submissions/Topic
Movement Analysis for Exercise and Sporting Based Movements	Online resources available on Moodle site	**Presentation** Due: Week 10 Wednesday (22 Sept 2021) 5:00 pm AEST

Week 11 - 27 Sep 2021

Module/Topic	Chapter	Events and Submissions/Topic

Gait Analysis	Chapter 15 - Kinesiology of Walking	**On-line Lab 3 (all students):** Case Study preparation for online exam **On-line quiz -** opens Week 11 Monday (27th September 2021) 09:00am AEST
Week 12 - 04 Oct 2021		
Module/Topic	**Chapter**	**Events and Submissions/Topic**
Revision Session		**Written Assessment** Due: Week 12 Friday (8 Oct 2021) 5:00 pm AEST
Review/Exam Week - 11 Oct 2021		
Module/Topic	**Chapter**	**Events and Submissions/Topic**
		On-line Station-Based Exam - Monday (11th October 2021) 09:00am - 5:00pm AEST. **On-line quiz -** closes Review/Exam Week (Monday 11th October 2021) 5:00pm AEST
Exam Week - 18 Oct 2021		
Module/Topic	**Chapter**	**Events and Submissions/Topic**

Term Specific Information

On-line Laboratory Activities (All students)
This unit includes **compulsory online laboratory activities in weeks 1, 8 and 11**. These activities will be delivered via zoom and a link will be provided on Moodle. You **MUST** attend these sessions at the scheduled time **(Week 1 - Friday (16th July 2021) 09:00 - 10:00 AEST; Week 8 (10th September 2021) 09:00 - 10:00 AEST; Week 11 Friday (1st October 2021) 09:00 - 10:00 AEST.**

All students are also required to attend ONE (1) of the following on-campus sessions. You may select the most suitable option, depending on your enrolment:
Rockhampton (ROK) - You are required to attend the 2-day Residential School in **Week 6** (Sunday 29th August - Monday 30th August 2021) from 08:00am - 5:00pm AEST.
Mackay (MKY) - You are also required to attend the 2-day Residential School in **Week 6** (Thursday 26th August - Friday 27th August 2021) from 08:00am - 5:00pm AEST.
Cairns (CNS) - You are required to attend the 2-day Residential School in **Week 6** (Monday 23rd August - Tuesday 24th August 2021) from 08:00am - 5:00pm AEST.
Cairns (CNS) on-campus - You are required to attend Laboratory sessions in **Weeks 2, 5, 7, 8, 10 & 11 o**n a Tuesday from 2:00pm - 4:00pm AEST.

Assessment Tasks

1 Online Quizzes

Assessment Type
Online Quiz(zes)

Task Description
You will be required to complete one (1) online quiz during the term. An end of term quiz will be available from week 11 (Monday 27th September 2021) 09:00am AEST until Exam week (Monday 18th October 2021) at 5:00pm AEST, and will assess content (lectures, reading, labs and online material) covered in weeks 1 - 11 (inclusive).
The quiz will include 50 questions that are randomly selected from a wider bank of questions. Questions will be equally distributed across the 11 weeks. Questions will be in multiple choice and fill-in blanks format.
You must log on and access the ESSC12010 Moodle site when the online quiz is open and complete the quiz before the closing time and date as outlined in the Assessment due date section below. You can only attempt the online quiz once and the quiz must be completed in a single session. The online quiz should be completed on a computer, as attempting

the quiz on a smartphone can result in your session being ended in the event of a phone-call or notification. You cannot save your answers and return to the online quiz at a later time. In the absence of an approved extension, there will be no late submissions allowed for the online quiz.

Number of Quizzes
1

Frequency of Quizzes
Other

Assessment Due Date

The end of term quiz will open Week 11 (Monday 27th September 2021) 9:00am AEST, and close Exam week Monday (11th October) at 5:00pm AEST.

Return Date to Students

Marks for the quiz will be available upon completion of the quiz via the ESSC12010 Moodle site.

Weighting
20%

Assessment Criteria
The quiz contributes to 20% of your overall grade. The quiz consists of 50 questions, some questions may have multiple parts, particularly if it is a fill in the blank section and the number of marks will be highlighted if more than one mark is allocated for that particular question.

Referencing Style

- American Psychological Association 7th Edition (APA 7th edition)

Submission
Online

Submission Instructions
Attempting and submitting the on-line quiz is performed via the ESSC12010 Moodle site.

Learning Outcomes Assessed

- Define anatomical terms and identify structures using anatomical models, images, and surface anatomy
- Using principles of kinesiology, identify and explain the relationships between anatomical structures, movement, and function

Graduate Attributes

- Problem Solving
- Critical Thinking
- Information Literacy
- Information Technology Competence

2 Presentation

Assessment Type
Presentation

Task Description
Identifying sub-optimal movement patterns and their contributing factors is an important part of reducing injury risk and improving performance in sports and exercise. To accurately identify sub-optimal movements, a sound understanding of normal movement and the roles of various muscles and joints is required. Appropriate exercises are then often required to help an individual return to optimal movement and improve performance. This assessment requires you to create and record a 10-minute audio-visual presentation. In the presentation you will be required to identify and aim to correct a sub-optimal movement pattern. You will be provided with several videos on the ESSC12010 Moodle site, each showing an individual simulating a movement with a common sub-optimal movement pattern.
To complete the assessment, you will be required to chose one (1) of the provided videos and present an audio-visual presentation which includes the following:

1. A description of the sub-optimal movement pattern in one (1) of the videos provided on the ESSC12010 Moodle site. Use supporting evidence (i.e. peer reviewed journal articles) to briefly explain why you consider this movement pattern to be sub-optimal.
2. Presentation of a complete movement analysis table for the optimal, or normal movement, which include detailing movement name(s), plane of movement, joint action(s), muscle contraction type(s), prime mover(s), and muscle(s) involved. A template of the movement analysis table will be provided on the ESSC12010 Moodle site (by

Friday Week 7).
3. A description of one (1) possible muscle weakness that might contribute to the sub-optimal movement you identified, and explanation of the role of that muscle in the optimal movement.
4. A rationale for one (1) exercise that you could provide to strengthen the muscle you identified as weak.
5. Video demonstration of you instructing an individual (where possible with current COVID-19 social distancing) how to perform this exercise. Include in your demonstration:
    a. The start and end position of the movement.
    b. Instructions on how to complete the full exercise, including at least three (3) succinct verbal cues to ensure that your partner in the video can complete the exercise safely and effectively.

General presentation guidelines:
Duration: You will develop a 10-minute audio-visual presentation. Any information presented beyond 11 minutes will not be marked.
Presentation slides: You must include accompanying PowerPoint slides. These should complement the spoken aspect of your presentation.
Font: Times New Roman or Arial.
Language: English (Australian).
Referencing: Follow American Psychological Association (APA) style. Reference list must be included on your PowerPoint file.
Video: You must include a video demonstration in your presentation as per point 5 above. You should embed this in your PowerPoint file.
Presentation recording: You must record your entire presentation, including slides, video, audio, and a self view camera. This is best recorded in **Zoom conferencing software**. A link to download this software for free is provided on the ESSC12010 Moodle site.
Moodle submission (total file size must be <100MB):
1. A PDF of the final slides presented (with embedded videos removed). Please save as 1 slide per page. Ensure a list of references is included at the end of the presentation (i.e. final slide of the PowerPoint slides).
2. The recorded presentation (preference is .mp4 format). You must ensure that this video is playable. Late penalties will be applied until a playable recorded presentation is received. Should you not submit a playable recorded presentation, a mark of zero (0) will be awarded.

Assessment Due Date
Week 10 Wednesday (22 Sept 2021) 5:00 pm AEST
In the absence of an approved extension, any submissions received after the due date will incur penalties in accordance with the CQUniversity Assessment Policy and Procedure (Higher Education Coursework).

Return Date to Students
Week 12 Wednesday (6 Oct 2021)
Marks and individual feedback will be made available via the ESSC12010 Moodle site no later than the set return date.

Weighting
30%

Assessment Criteria
You will be assessed on your ability to identify a sub-optimal movement pattern, completeness and accuracy of your movement analysis table, correctness of weak muscle(s), appropriateness of exercise prescription, clarity of exercise demonstration, and use of appropriate supporting evidence throughout your presentation. Marks will also be allocated to presentation style (including use of PowerPoint, use of video, adherence to the time limit, and use of voice and gesture). Late penalties will be applied to submissions in accordance with CQUniversity policy, including if submissions received are unable to be viewed.
A detailed marking rubric will be available on the ESSC12010 Moodle site. Please refer to this rubric for detailed breakdown of marking allocation

Referencing Style

- American Psychological Association 7th Edition (APA 7th edition)

Submission
Online

Submission Instructions
You will be required to submit the following documents via the assessment submission link on the ESSC12010 Moodle site: 1) A PDF version of the final slides; 2) a video of the recorded presentation in .mp4, .mov, .wmv, or .avi format.

Learning Outcomes Assessed

- Analyse exercises to identify muscles that are involved in producing and controlling movement
- Perform movement and postural assessments, and prescribe corrective exercises to address asymmetries or

improve exercise performance.

Graduate Attributes

- Communication
- Problem Solving
- Critical Thinking
- Information Literacy
- Information Technology Competence

3 Practical Assessment (online)

Assessment Type
Practical Assessment

Task Description
The structural anatomy of the body underpins the performance of all human movement; thus, an understanding of the anatomy of the muscles and joints is fundamental to exercise and sports performance. In this practical on-line exam you will identify and describe anatomical structures of the musculoskeletal system for the trunk, upper limbs and lower limbs. This assessment will cover material (lecture, labs and online learning material) from weeks 1-11 (inclusive).
This practical assessment will be delivered online via Zoom. You will be required to log in to an allocated timeslot on Review Week Monday (11 Oct 2021) between 8:30 am and 5:00 pm AEST to complete this assessment. Specific times will be allocated by Week 8 of term and the practical assessment will take 20 minutes. This assessment will be completed individually with only you and the marker present in the Zoom meeting. Sessions will be recorded for moderation purposes.
The practical assessment is compulsory and you must pass this assessment in order to pass the unit. The minimum pass requirement for this assessment item is 50%. The station based exam will consist of 5 stations that form part of a case study and you will be required to identify bones, bony landmarks, various movements, how you would measure ROM, and finally identifying a postural defect and prescribing exercises to assist in correcting the defect.

Assessment Due Date

This will take place on Monday 11th October 2021 between 08:00am - 5:00pm AEST

Return Date to Students

Marks will be made available after certification of grades

Weighting
20%

Minimum mark or grade
Students need to obtain a pass (50%) in this exam to pass the unit.

Assessment Criteria
In this practical based exam, students will identify landmarks and describe anatomical structures of the musculoskeletal system for the trunk, upper limbs and lower limb and demonstrate selected assessments, movements and exercises. There will be five stations with specific case studies at each, an example might require a student to identify a specific assessment they might undertake, such as a passive range of motion of say the elbow. They will then be required to identify the bony landmarks that would be used in the ROM. Follow-up questions might ask what a typical ROM might be, and if the ROM was limited, what might this indicate, and what exercises might you prescribe to strengthen or reduce tightness in muscles, as well as identify the muscles involved in the movement.

Referencing Style

- American Psychological Association 7th Edition (APA 7th edition)

Submission
Online

Submission Instructions
The online practical assessment will take place on Monday 11th October 2021 between 08:00am - 5:00pm AEST and students will be allocated a 20 min slot.

Learning Outcomes Assessed

- Define anatomical terms and identify structures using anatomical models, images, and surface anatomy
- Perform movement and postural assessments, and prescribe corrective exercises to address asymmetries or improve exercise performance.

Graduate Attributes

- Communication
- Problem Solving
- Critical Thinking
- Information Literacy
- Information Technology Competence
- Ethical practice

4 Written Assessment

Assessment Type
Written Assessment

Task Description
During the laboratory activities, you will be required to complete a number of activities focused on identifying anatomical landmarks from anatomical models, images/diagrams and surface anatomy, describing the structure and movement of body parts, and performing movement, postural analysis and gait analysis. The laboratory workbook and competency sheet will enable you to demonstrate knowledge and skills related to each laboratory activity. The laboratory workbook will also include short answer responses relating to theoretical and practical content delivered in this unit. This is an individual assessment and even though you may be working in small groups, please ensure your answers are your own. A template will be provided for you to complete the lab book task and each section will be allocated marks. There will also be some task that need to be completed after the laboratory activities, where you record short videos of you identifying, palpating and locating bony landmarks, and also short videos of you demonstrating how you perform a range of motion on a subject. These tasks will be explained in more detail during the laboratory activities.

Assessment Due Date
Week 12 Friday (8 Oct 2021) 5:00 pm AEST

Return Date to Students

Results will be available after certification of grades

Weighting
30%

Assessment Criteria
The laboratory workbook will evaluate your ability to identify anatomical structures, describe human movement, and apply knowledge to interpret findings. Marks will be allocated to tasks completed in each laboratory session. The laboratory workbook will consist of questions pertaining to the following areas of functional anatomy:

- Identifying anatomical structures and describing movement
- Structure and movement of the torso/axial skeleton
- Structure and movement of the upper limbs
- Structure and movement of the lower limbs
- Posture and postural assessment
- Movement analysis of resistance exercise
- Observational gait analysis

The laboratory workbook must be submitted as a Word document (.doc or .docx). Any section that contains handwritten/scanned answers will not be marked. Answers should be correctly referenced where appropriate and a list of references should be included at the end of the document. Mark allocations for each section of the laboratory workbook will be clearly outlined in the template file provided on the ESSC12010 Moodle site. In addition various videos will be required to be submitted to demonstrate competency in landmarking, palpation, range of motion assessments and exercise selection, these will need to submitted as mp4 files and suggestion is to record via zoom (more information will be provided during labs and res school). A competency sheet will also need to be completed and be signed off by your lecturer/tutor during your lab/res school.

Referencing Style

- American Psychological Association 7th Edition (APA 7th edition)

Submission
Online

Submission Instructions
The laboratory workbook must be submitted as a Word document (.doc or .docx). The file must be submitted to the correct assessment submission link via the ESSC12010 Moodle site. Videos must be submitted in mp4 format and suggest using zoom to complete the video tasks or a smart phone.

Learning Outcomes Assessed

- Using principles of kinesiology, identify and explain the relationships between anatomical structures, movement, and function
- Analyse exercises to identify muscles that are involved in producing and controlling movement

Graduate Attributes

- Communication
- Problem Solving
- Critical Thinking
- Information Literacy
- Information Technology 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