



ESSC13009 Professional Practice in Exercise and Sports Science

Term 2 - 2018

Profile information current as at 12/05/2024 10:56 pm

All details in this unit profile for ESSC13009 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

In this unit, you will enhance your professional development in exercise and sport science by becoming a reflective practitioner. You will also identify employment opportunities and develop skills related to securing employment in the exercise and sport science industry. Additionally, you will gain authentic practical exercise delivery via work integrated learning. This will involve working with a variety of apparently healthy populations under the supervision of appropriate health or exercise and sport science practitioners, during which time you will further develop your skills in the development and delivery of exercise related activities.

Details

Career Level: *Undergraduate*

Unit Level: *Level 3*

Credit Points: 6

Student Contribution Band: 10

Fraction of Full-Time Student Load: 0.125

Pre-requisites or Co-requisites

Pre-requisite ESSC13008 or ESSC13003

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 - 2018

- Distance
- 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: 40%

2. **Reflective Practice Assignment**

Weighting: 60%

3. **Learning logs / diaries / Journal / log books**

Weighting: Pass/Fail

4. **Professional Practice Placement**

Weighting: Pass/Fail

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. Prepare professional documentation related to employment in the exercise and sport science industry
2. Reflect on performance and experiences in the exercise and sport science industry
3. Conduct the duties of an exercise and sport science practitioner in an industry setting.

Alignment of Learning Outcomes, Assessment and Graduate Attributes

 N/A Level	 Introductory Level	 Intermediate Level	 Graduate Level	 Professional Level	 Advanced Level
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Alignment of Assessment Tasks to Learning Outcomes

Assessment Tasks	Learning Outcomes		
	1	2	3
1 - Portfolio - 40%	•		
2 - Reflective Practice Assignment - 60%		•	
3 - Professional Practice Placement - 0%		•	•
4 - Learning logs / diaries / Journal / log books - 0%	•		•

Alignment of Graduate Attributes to Learning Outcomes

Graduate Attributes	Learning Outcomes		
	1	2	3
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 - 40%	•		•	•		•				

Assessment Tasks	Graduate Attributes									
	1	2	3	4	5	6	7	8	9	10
2 - Reflective Practice Assignment - 60%	•	•	•	•						
3 - Professional Practice Placement - 0%	•	•	•		•		•	•		
4 - Learning logs / diaries / Journal / log books - 0%	•					•		•		

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)
- Microsoft Office or equivalent (wordprocessing) software for preparation of assessment items in the appropriate format
- Adobe Acrobat Reader (or similar) software for viewing PDF documents

Referencing Style

All submissions for this unit must use the referencing style: [American Psychological Association 6th Edition \(APA 6th edition\)](#)

For further information, see the Assessment Tasks.

Teaching Contacts

Joshua Guy Unit Coordinator
j.guy@cqu.edu.au

Schedule

Week 1 - 09 Jul 2018

Module/Topic	Chapter	Events and Submissions/Topic
Unit introduction, placement update and assessment overview	See Moodle for online readings	

Week 2 - 16 Jul 2018

Module/Topic	Chapter	Events and Submissions/Topic
Introduction to reflective practice	See Moodle for online readings	

Week 3 - 23 Jul 2018

Module/Topic	Chapter	Events and Submissions/Topic
Perspectives within reflective practice	See Moodle for online readings	

Week 4 - 30 Jul 2018

Module/Topic	Chapter	Events and Submissions/Topic
Approaches to reflective practice	See Moodle for online readings	
Week 5 - 06 Aug 2018		
Module/Topic	Chapter	Events and Submissions/Topic
Reflective practice in action	See Moodle for online readings	
Vacation Week - 13 Aug 2018		
Module/Topic	Chapter	Events and Submissions/Topic
No lecture		
Week 6 - 20 Aug 2018		
Module/Topic	Chapter	Events and Submissions/Topic
Career Opportunities in Exercise and Sport Science	See Moodle for online readings	
Week 7 - 27 Aug 2018		
Module/Topic	Chapter	Events and Submissions/Topic
No lecture		Job Application Portfolio Due: Week 7 Friday (31 Aug 2018) 5:00 pm AEST
Week 8 - 03 Sep 2018		
Module/Topic	Chapter	Events and Submissions/Topic
No lecture		
Week 9 - 10 Sep 2018		
Module/Topic	Chapter	Events and Submissions/Topic
No lecture		
Week 10 - 17 Sep 2018		
Module/Topic	Chapter	Events and Submissions/Topic
No Lecture		
Week 11 - 24 Sep 2018		
Module/Topic	Chapter	Events and Submissions/Topic
No lecture		
Week 12 - 01 Oct 2018		
Module/Topic	Chapter	Events and Submissions/Topic
No lecture		Critical Incident Reflection Due: Week 12 Friday (5 Oct 2018) 5:00 pm AEST Logbooks Due: Week 12 Friday (5 Oct 2018) 5:00 pm AEST Work Placement Due: Week 12 Monday (1 Oct 2018) 5:00 pm AEST
Review/Exam Week - 08 Oct 2018		
Module/Topic	Chapter	Events and Submissions/Topic
Exam Week - 15 Oct 2018		
Module/Topic	Chapter	Events and Submissions/Topic

Term Specific Information

A key component of this unit is the mandatory Work Placement. You will undertake 120 hours of Work Placement in a setting that fulfils the requirements of ESSA Exercise Science accreditation guidelines. The Work Placements are organised by the Work Integrated Learning (WIL) office via the online system [SONIA](#). If you have not already received and submitted your placement nomination form, you should contact the [WIL team](#) as soon as possible to arrange your Work Placement. Please note you may be required to travel and make necessary work arrangements in order to complete the 120 hours of Work Placement in this unit.

Assessment Tasks

1 Job Application Portfolio

Assessment Type

Portfolio

Task Description

A selection of three (3) advertised jobs will be provided to you. You will select only one (1) of these jobs to complete your assessment task on.

You will be required to submit the portfolio in one document via Moodle consisting of:

- A Cover Letter in response to the job you are applying for
- A Resume/CV tailored to suit an application for the job you select
- A document addressing the Selection Criteria using the STAR model (Situation, Task, Action, Result) for the job you select

This assessment task should be submitted in the provided MS Word document template. Formatting requirements include: Size 11, either Cambria or Times New Roman font, and 1.5 line spacing. This template is available on the unit Moodle site.

Assessment Due Date

Week 7 Friday (31 Aug 2018) 5:00 pm AEST

This assessment item is to be uploaded as a typed MS Word document via Moodle. 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 9 Friday (14 Sept 2018)

This assessment item will be returned within two weeks of the due date. Marks and feedback will be available via Moodle.

Weighting

40%

Assessment Criteria

Your Job Application Portfolio will be marked out of 40 from the following criteria:

- The cover letter will be no more than one page in length, and clearly indicate the position being applied for, relate the skills of the applicant to the position, and use formal language (10 marks)
- The CV will include applicant details, education and employment history, and referees (15 marks)
- The selection criteria will concisely address three (3) essential selection criteria (300-500 words maximum per criteria) with effective use of the STAR model (15 marks)

Referencing Style

- [American Psychological Association 6th Edition \(APA 6th edition\)](#)

Submission

Online

Submission Instructions

This assessment item is to be uploaded as a typed MS Word (.doc or .docx) document via Moodle.

Learning Outcomes Assessed

- Prepare professional documentation related to employment in the exercise and sport science industry

Graduate Attributes

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

2 Critical Incident Reflection

Assessment Type

Reflective Practice Assignment

Task Description

You are required to write about a "critical incident" (positive or negative) that occurred during your placement. A 'critical incident' does not need to be a dramatic event; rather, an event that is of significance to you, this could include the following situations:

- When you felt you had done something well...
- When you made the wrong decision...
- When something went better than expected...
- When you lacked confidence...

Most importantly, you need to be genuine and honest in your reflections. This assessment item will require you to reflect on the incident in a way that contributes to your personal and professional growth and development.

This assessment task should be submitted in the provided MS Word document template. Formatting requirements include: Size 11, either Cambria or Times New Roman font, 1.5 line spacing. This template is available on the unit Moodle site.

Assessment Due Date

Week 12 Friday (5 Oct 2018) 5:00 pm AEST

This assessment item is to be uploaded as a typed MS Word document via Moodle. 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

Exam Week Friday (19 Oct 2018)

This assessment item will be returned within two weeks of the due date. Marks and feedback will be available via Moodle.

Weighting

60%

Assessment Criteria

Your Critical Incident Reflection will comprise of answering six (6) questions that relate to the critical incident that you have identified, and will be marked out of 60:

- What happened, where, and when? Give a brief history of the incident (5 marks)
- What is it that made the incident 'critical'? (5 marks)
- What were your immediate thoughts and responses? (5 marks)
- What are your thoughts now? What has changed/developed your thinking? (15 marks)
- What have you learned about (your) practice from this? (15 marks)
- How might your practice change and develop as a result of this analysis and learning? (10 marks)
- Format, spelling, grammar, and APA referencing (5 marks)

Referencing Style

- [American Psychological Association 6th Edition \(APA 6th edition\)](#)

Submission

Online

Submission Instructions

This assessment item is to be uploaded as a typed MS Word (.doc, or .docx) document via Moodle.

Learning Outcomes Assessed

- Reflect on performance and experiences in the exercise and sport science industry

Graduate Attributes

- Communication

- Problem Solving
- Critical Thinking
- Information Literacy

3 Logbooks

Assessment Type

Learning logs / diaries / Journal / log books

Task Description

You are required to detail the completion of your 120 hours of ESSA Exercise Science approved Work Placement for this assessment task (3 x 40 hour Logbooks). All completed hours should be sufficiently detailed in the ESSA placement Logbook (available on the ESSC13009 Moodle page) and signed off by the placement supervisor before submitting this assessment task. A completed site supervisor report must also be submitted alongside this assessment.

Assessment Due Date

Week 12 Friday (5 Oct 2018) 5:00 pm AEST

Each of your three (3) x 40 hour Logbooks should be completed and uploaded to Moodle as soon as the hours have been completed, and by the due date. In the absence of an approved extension, any submissions received after the due date will result in a "Fail" for this assessment item, in accordance with the CQUniversity Assessment Policy and Procedure (Higher Education Coursework).

Return Date to Students

Exam Week Friday (19 Oct 2018)

This assessment item will be returned within two weeks of the due date. Marks and feedback will be available via Moodle. Logbooks that are not satisfactorily completed will be sent back for completion.

Weighting

Pass/Fail

Minimum mark or grade

Pass

Assessment Criteria

The Logbooks are graded as Pass/Fail. Sufficient detail is required in regards to the client description and description of services, as well as the adequacy of the placement hours. The site supervisor report must also be completed and submitted alongside this assessment.

Your three (3) x 40 hour Logbooks will be marked according to the following criteria to meet the requirements as set by ESSA:

- Sufficient detail of dates, hours, client(s) description (anonymised), description of services, supervisors name, and supervisors signature
- A breakdown of hours for face to face exercise delivery, preparation, and administrative tasks is included
- Typed and uploaded as a .pdf or MS Word (.doc or .docx) file
- Inclusion of a completed supervisors report (for each Logbook)

An example of the level of detail required for the Logbooks is available on Moodle. Logbooks that do not contain sufficient detail, are not signed by the placement supervisor, do not contain the supervisors report, or are not clearly typed, will be returned for corrections. You will not be able to pass this assessment item, or this unit, unless the Logbooks meet the requirements described above, which are in accordance with ESSA standards for preparation of logbooks.

Referencing Style

- [American Psychological Association 6th Edition \(APA 6th edition\)](#)

Submission

Online

Submission Instructions

Logbook entries must be typed and uploaded to Moodle using the template provided as a .pdf or MS Word (.doc or .docx) file.

Learning Outcomes Assessed

- Prepare professional documentation related to employment in the exercise and sport science industry
- Conduct the duties of an exercise and sport science practitioner in an industry setting.

Graduate Attributes

- Communication

- Information Technology Competence
- Ethical practice

4 Work Placement

Assessment Type

Professional Practice Placement

Task Description

In this assessment task you will undertake a 120 hour Work Placement in a setting that fulfils the requirements of ESSA Exercise Science accreditation guidelines. This Work Placement is a Pass/Fail assessment task. Undertaking the Work Placement is essential for the completion of this unit. This Work Placement requires you to deliver face to face exercise under the guidance of a suitably qualified site supervisor, as defined by ESSA.

Evidence of having undertaken the Work Placement will be documented using three (3) separate Logbooks. The Logbooks are submitted as a separate assessment item. The Unit Coordinator will mark you as having satisfactorily completed the work placement following the submission and passing of your three (3) Logbooks. You should have completed your Work Placement by Monday of Week 12, so that you have sufficient time to complete your Logbooks and have them signed by your sight supervisor(s).

Assessment Due Date

Week 12 Monday (1 Oct 2018) 5:00 pm AEST

Your 120 hours of Work Placement should be completed with sufficient time to complete your Logbooks. In the absence of an approved extension, failure to complete the 120 hours of Work Placement by the due date will result in a "Fail", in accordance with the CQUniversity Assessment Policy and Procedure (Higher Education Coursework).

Return Date to Students

Exam Week Friday (19 Oct 2018)

This assessment item will be returned within two weeks of submission of your final Logbook. Marks and feedback will be available via Moodle.

Weighting

Pass/Fail

Minimum mark or grade

Pass

Assessment Criteria

Participation in your Work Placement is compulsory and is graded as Pass/Fail. To pass this assessment item you must pass the Logbook assessment task (assessment 3).

Referencing Style

- [American Psychological Association 6th Edition \(APA 6th edition\)](#)

Submission

Offline

Submission Instructions

No submission is required for the Work Placement. This task will be marked as pass/fail by the Unit Coordinator on successful/unsuccessful completion of your 120 hours of Work Placement., as evidenced by your Logbook submissions (assessment 3).

Learning Outcomes Assessed

- Reflect on performance and experiences in the exercise and sport science industry
- Conduct the duties of an exercise and sport science practitioner in an industry setting.

Graduate Attributes

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