MEDI11001 Fundamentals of the Imaging Professions Term 2 - 2017

Profile information current as at 03/05/2024 01:48 pm

All details in this unit profile for MEDI11001 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 the first step in your journey as a student medical radiation practitioner. The principle aim of this unit is provide you with an introduction to the field of Medical Imaging and associated medical radiations professions. This culminates in a clinical observation week. You will be placed in a clinical medical imaging facility where you will have an opportunity to interact with imaging practitioners and patients and to link theory and practice. The theoretical and laboratory content of this unit enables you to develop the knowledge and skills to perform safely and professionally within your scope of practice.

Details

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

Pre-requisites or Co-requisites

Enrolment in CG92 Bachelor of Medical Imaging course. Prerequisite MEDI11005 "Patient Care in the Allied Health Professions"

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 <u>Assessment Policy and</u> <u>Procedure (Higher Education Coursework)</u>.

Offerings For Term 2 - 2017

- Distance
- Mackay

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 <u>Residential School Timetable</u>.

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

Written Assessment
 Weighting: 40%
 On-campus Activity
 Weighting: Pass/Fail
 Professional Practice Placement
 Weighting: Pass/Fail
 Written Assessment
 Weighting: 60%

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 <u>University's Grades and Results Policy</u> for more details of interim results and final grades.

CQUniversity Policies

All University policies are available on the <u>CQUniversity Policy site</u>.

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 <u>CQUniversity Policy site</u>.

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 Student feedback, clinical supervisor feedback and instructor observations

Feedback

The clinical placement is timed appropriately relative to the unit content but relatively late in the term, too close to exams and other assessment deadlines. With the placement in Week 11, the clinical workbook submission deadline is too soon for an assessment that is worth 60% of the grade. The placement occurred during school break which negatively impacted clinical partner sites.

Recommendation

Move the placement to Week 9. This will be outside of school break, well ahead of the exam period and allow a longer period of time for students to work on their clinical workbook assessment item.

Feedback from Student feedback, clinical supervisor feedback.

Feedback

The unit content and lab activities provide an effective introduction to the profession and prepare students well for the orientation placement.

Recommendation

Maintain the content and on-campus learning activities of the unit.

Unit Learning Outcomes

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

- 1. Discuss the responsibilities, role and scope of practice of medical radiation practitioners, particularly in the contexts of professional, medico-legal and regulatory frameworks.
- 2. Discuss the Australian healthcare system and the provision of diagnostic imaging services within it.
- 3. Discuss the scientific and humanistic aspects of the various diagnostic and therapeutic branches of the medical radiation sciences.
- 4. Respect the culture of the medical imaging clinical environment, including rights, responsibilities, assumptions and expectations of the various stakeholders.

This unit links at an introductory level to the following professional capabilities of the medical radiation practitioner as detailed by the Medical Radiation Practice Board of Australia:

Domain 1:

- 1. Practise in an ethical and professional manner, consistent with relevant legislation and regulatory requirements
- 2. Provide each patient/client with an appropriate level of dignity and care
- 3. Assume responsibility, and accept accountability, for professional decisions

4. Advocate on behalf of the patient/client, when appropriate within the context of the practitioner's particular division of registration

Domain 2:

- 1. Communicate clearly, sensitively and effectively with patient/client and their family or carers
- 2. Collaborate with other health practitioners

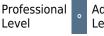
Domain 4:

- 1. Implement safe radiation practice appropriate to their division of registration
- 2. Protect and enhance patient/client safety
- 4. Maintain safety of self and others in the work environment appropriate to their division of registration

Alignment of Learning Outcomes, Assessment and Graduate Attributes







Level

Advanced Level

Alignment of Assessment Tasks to Learning Outcomes

Assessment Tasks	Learning Outcomes			
	1	2	3	4
1 - Written Assessment - 40%	•	•		
2 - On-campus Activity - 0%	•		•	•
3 - Professional Practice Placement - 0%				•
4 - Written Assessment - 60%	•		•	•

Alignment of Graduate Attributes to Learning Outcomes

Graduate Attributes	Learning Outcomes				
	1	2	3	4	
1 - Communication	•	•	•	•	
2 - Problem Solving					
3 - Critical Thinking				•	
4 - Information Literacy	•	•	•		
5 - Team Work				•	
6 - Information Technology Competence			•		
7 - Cross Cultural Competence				•	
8 - Ethical practice	•	•		•	
9 - Social Innovation					
10 - Aboriginal and Torres Strait Islander Cultures					

Alignment of Assessment Tasks to Graduate Attributes

Assessment Tasks	Graduate Attributes									
	1	2	3	4	5	6	7	8	9	10
1 - Written Assessment - 40%	•			•			•			
2 - On-campus Activity - 0%	•					•		•		
3 - Professional Practice Placement - 0%	•				•	•	•	•		
4 - Written Assessment - 60%	•		•				•	•		

Textbooks and Resources

Textbooks

MEDI11001

Prescribed

Clinical and fieldwork placement in the health professions

Edition: Second (2013) Authors: Karen Stagnitti, Adrian Schoo, Dianne Welch Oxford University Press Melbourne , Victoria , Australia ISBN: 9780195509600 Binding: Paperback

Additional Textbook Information

This text will be required for other core units in the Medical Imaging course, including all clinical placement units. This text is also available as an e-book (ISBN 9780195528602) at the publisher's Australian website (www.oup.com.au). Students may choose either the hard copy or electronic version.

View textbooks at the CQUniversity Bookshop

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: <u>Harvard (author-date)</u> For further information, see the Assessment Tasks.

Teaching Contacts

Linden Williams Unit Coordinator I.williams@cqu.edu.au

Schedule

Week 1 - 10 Jul 2017		
Module/Topic	Chapter	Events and Submissions/Topic
The student health professional	Chapters 1, 10 (See also posted unit resources and links)	Tutorial
Week 2 - 17 Jul 2017		
Module/Topic	Chapter	Events and Submissions/Topic
The Australian Healthcare System	Chapter 14 (See also posted unit resources and links)	No tutorial
Week 3 - 24 Jul 2017		
Module/Topic	Chapter	Events and Submissions/Topic
Medical Radiations Professions (Part 1)	(See also posted unit resources and links)	Tutorial Lab 1 for internal students

Week 4 - 31 Jul 2017		
Module/Topic	Chapter	Events and Submissions/Topic
Introduction to the clinical environment of radiography • equipment • workflow and procedures	(See also posted unit resources and links)	Tutorial Lab 2 for internal students
Week 5 - 07 Aug 2017		
Module/Topic	Chapter	Events and Submissions/Topic
Medical Radiations Professions (Part 2) • CT & fluoroscopy		Tutorial Lab 3 for internal students
 sonography nuclear medicine MRI radiation therapy 	(See also posted unit resources and links)	The Professional Radiographer in Australia Due: Week 5 Friday (11 Aug 2017) 1:00 pm AEST
Vacation Week - 14 Aug 2017		
Module/Topic	Chapter	Events and Submissions/Topic
Break Week		
Week 6 - 21 Aug 2017		
Module/Topic	Chapter	Events and Submissions/Topic
People in the clinical environment: working with patients and clinical staff	Chapters 2 & 5 (See also posted unit resources and links)	Tutorial Lab 4 for internal students
Week 7 - 28 Aug 2017		
Module/Topic	Chapter	Events and Submissions/Topic
Preparing for clinical placement	(See also posted unit resources and links)	Residential school at Mackay campus for external students 31/8/17 and 1/9/17 Lab 5 for internal students
Week 8 - 04 Sep 2017		
Module/Topic	Chapter	Events and Submissions/Topic
The clinical learning environment and expectations (yours, ours and theirs)	Chapter 6 (See also posted unit resources and links)	Tutorial Lab 6 for internal students
Week 9 - 11 Sep 2017		
Module/Topic	Chapter	Events and Submissions/Topic
Clinical placement		All students on 5 day orientation placement at clinical facility
Week 10 - 18 Sep 2017		
Module/Topic	Chapter	Events and Submissions/Topic Debrief tutorial
Clinical debrief	(See also posted unit resources and links)	Clinical Orientation Observation Placement Due: Week 10 Wednesday (20 Sept 2017) 4:00 pm AEST
Week 11 - 25 Sep 2017		
Module/Topic	Chapter	Events and Submissions/Topic Independent work on clinical workbook
Week 12 - 02 Oct 2017		
Module/Topic	Chapter	Events and Submissions/Topic

Independent work on clinical workbook

Clinical Placement Workbook Due: Week 12 Friday (6 Oct 2017) 3:00 pm AEST

		ALST
Review/Exam Week - 09 Oct 2017		
Module/Topic	Chapter	Events and Submissions/Topic
Exam Week - 16 Oct 2017		
Module/Topic	Chapter	Events and Submissions/Topic

Term Specific Information

This course provides the foundation for your study of Medical Imaging. It includes a mandatory laboratory component in which you will practice your profession-specific skills and behaviours. These laboratory sessions are held in weeks 3-8 for internal students, and in a 2-day residential school in Week 7 for external students. These labs must be completed prior to attending the mandatory five day clinical observation placement in Week 9 that is the capstone learning activity of the course. In order to attend placement, you will need to have completed specific pre-clinical occupational health and safety requirements. The clinical placement location is determined by the program in accordance with the document 'Policy and Procedure: Allocation of Clinical Placements' that is available on both the Medical Imaging Program Portal and Clinical Portal. Please see the Assessment Information section of the course profile for more details on both the laboratory sessions and the clinical placement.

The course textbook 'Clinical and Fieldwork Placements in the Health Professions' will be used in this course as well as in several of your clinical placement courses through your program. You will also be expected to use your 'Torres' Patient Care in Imaging Technology' textbook from MEDI11005 Patient Care in the Allied Health Professions.

Tutorials are held most weeks on campus for internal students and via videoconferencing for distance students. You are strongly encouraged to participate in tutorials to develop a deeper understanding of each week's material and to support your preparation for clinical placement.

Your unit coordinator is Linden Williams. For course-specific queries, please see the course Moodle site during the term and post questions on the Q&A forum. For other queries or issues, please contact your course coordinator by email (I.williams@cqu.edu.au) or by phone at 07 4940 7817.

Assessment Tasks

1 The Professional Radiographer in Australia

Assessment Type

Written Assessment

Task Description

You will complete a written assessment on the topic of 'The Professional Radiographer in Australia'. For this assessment you will be provided a series of questions focusing on the following topics being studied in the first 3 weeks of the unit:

- the responsibilities, knowledge, skills and behaviours of a diagnostic radiographer who is registered and accredited in Australia,
- the educational process for student medical radiations professionals in developing the required knowledge, skills and behaviours,
- the role of the diagnostic radiographer in the healthcare team, and
- the provision of diagnostic imaging services within Australia's healthcare system.

In addressing the questions asked on these topics, you are expected to use resources that are provided on the unit Moodle site as well as drawing on current literature to support your responses. (Note that lecture slides are visual accompaniment to a spoken presentation, so the slides are not appropriate to use as a resource for this assessment). One of the required resources for this assignment will be the video recording 'Is this the image you want to make?', which presents a clinical scenario between a radiographer and patient. There is no required word count for this assignment, but a suggested size is about 2000 words. You will be provided instructions regarding the format of your submission on the unit Moodle site. Your submission will need to be word-processed and submitted electronically as either a Word or pdf document. This is not an essay but rather a series of responses to specific questions, so you will be expected to use numbered headings to identify your responses to each question. You may choose to refer to content in one of your responses in completing another response, as the topics are inter-related.

Assessment Due Date

Week 5 Friday (11 Aug 2017) 1:00 pm AEST

Return Date to Students

Week 7 Friday (1 Sept 2017)

Weighting

40%

Assessment Criteria

Your submission will be assessed on the following criteria: Content of your responses:

- relevance of the content to the questions asked
- correctness of factual information
- depth of your discussions
- use of resources in supporting your answers

Communication of your responses:

- use of professional terminology
- clarity and conciseness of your responses

Presentation of your responses:

- spelling and grammar
- referencing of resources used
- adherence to posted instructions regarding the submission format

Your submission must be processed through Turnitin, and thus must be in a compatible file format as detailed in the assignment instructions. No grade will be issued for the assessment submission unless a Turnitin report can be generated for it.

Referencing Style

• Harvard (author-date)

Submission

Online

Learning Outcomes Assessed

- Discuss the responsibilities, role and scope of practice of medical radiation practitioners, particularly in the contexts of professional, medico-legal and regulatory frameworks.
- Discuss the Australian healthcare system and the provision of diagnostic imaging services within it.

Graduate Attributes

- Communication
- Information Literacy
- Cross Cultural Competence

2 Medical Imaging laboratory sessions

Assessment Type

On-campus Activity

Task Description

You will complete six laboratory activities in the Medical Imaging laboratories at Mackay campus. For internal students, these lab sessions are timetabled in Weeks 3 - 8 of the term. For external students, these lab sessions take place during the two day residential school timetabled on Thursday - Friday of Week 7 (31 August - 1 September 2017). The Medical Imaging laboratories are a simulated clinical environment. The activities in the simulation facilities are designed to help you develop the knowledge, skills and behaviours you will need to apply whilst on clinical placement during Week 9. During these laboratory sessions you will work with classmates in small group activities with guidance

from your instructors, learning to interact professionally, follow radiation safety practices and handle imaging equipment correctly. Attendance will be taken by your lab instructor at each session.

The clinical simulation laboratories have the same behavioural standards for students as the real clinical environment. While in the labs, you are required to be attired as you would be for clinical placement, adhering to the course dress code published on the Medical Imaging Clinical Portal. You will not be admitted to the lab unless you are appropriately attired. Role play will involve you taking on the roles of patients and student radiographer. Some role play will require physical contact with classmates. In role play activities and in using imaging 'phantom' bodies and body parts as patients, you are expected to treat your 'patients' and 'colleagues' as respectfully as you would in the actual clinical environment.

This is a pass/fail activity that requires attendance at all six laboratory sessions as timetabled. Should you have any circumstances that require you to miss any of the scheduled lab learning sessions, you must apply for an assessment extension and provide documented justification for your absence in order to have any opportunity to attend at a later date to complete the lab activities. You must successfully complete this assessment prior to attending the five day observation placement scheduled in Week 9 of the term. Delay in completing this assessment item may mean you are unable to attend placement during Week 9, and that may result in you being unable to complete the unit in the normal term period.

This is a pass/fail assessment item. In accordance with the Assessment of Coursework Procedures, there is no opportunity to apply a late penalty for completion after the due date and this assessment item must be passed in order to pass this unit.

Assessment Due Date

For distance students, all laboratory activities must be completed by the end of the residential school. For internal students, all laboratory activities must be completed by the final timetabled session in Week 8.

Return Date to Students

Attendance records will be posted in the Moodle gradebook one week following the last timetabled session.

Weighting

Pass/Fail

Minimum mark or grade

Pass

Assessment Criteria

This is a pass/fail assessment item. In order to attain a pass score, you must:

- attend as scheduled for all six laboratory activities,
- participate in group activities to support group achievement of learning goals, and
- adhere to occupational health and safety policies and procedures in the laboratory area.

Referencing Style

• Harvard (author-date)

Submission

Offline

Learning Outcomes Assessed

- Discuss the responsibilities, role and scope of practice of medical radiation practitioners, particularly in the contexts of professional, medico-legal and regulatory frameworks.
- Discuss the scientific and humanistic aspects of the various diagnostic and therapeutic branches of the medical radiation sciences.
- Respect the culture of the medical imaging clinical environment, including rights, responsibilities, assumptions and expectations of the various stakeholders.

Graduate Attributes

- Communication
- Information Technology Competence
- Ethical practice

3 Clinical Orientation Observation Placement

Assessment Type Professional Practice Placement

Task Description

You will attend a five-day clinical observation placement in a Medical Imaging facility allocated by the University. This placement is scheduled for Monday - Friday of Week 9 of term (11-15 September 2017).

The goal of the placement is for you to apply theory concepts to the clinical environment, to provide a frame of reference for concepts and knowledge in your professional units, and for you to self-assess your suitability for the Medical Imaging profession.

The clinical facility you are allocated to may be located anywhere in Queensland, depending on availability of placements in partner clinical facilities and numbers of students requesting placements in each designated geographic region in the state. Accordingly, you should expect that you may not be placed in the region of your choosing and that you may need to relocate for the week in order to attend at your allocated facility. You are responsible for arranging and covering the cost of any travel and/or accommodation required to attend the placement. Allocation of students to placements is carried out in accordance with the document '*Allocation of Students to Clinical Placements*' posted on the Medical Imaging Clinical Portal.

In order to be eligible to attend the placement, you must have met the following pre-clinical requirements:

- completed MEDI11005 Patient Care in the Allied Health Professions,
- completed the Medical Imaging laboratory sessions assessment task,
- submitted all required preclinical documentation as evidence of having met the prescribed occupational health and safety requirements for attendance of clinical placements (as detailed on the Medical Imaging Clinical Portal), and
- completed the mandatory Fitness to Practice declaration (found on the Medical Imaging Clinical Portal).

During the five days, you will be rostered on a full-time basis (normally 38 hours) to rotate through various procedure and support areas of the Medical Imaging facility. You will observe the activities of the various members of the Medical Imaging professional and administrative staff. You will interact with patients and assist staff while operating within your scope of practice. Whilst on placement, you will be required to wear your Medical Imaging Course clinical uniform (as detailed on the Medical Imaging Clinical Portal).

While you are at the placement, the clinical staff will observe your behaviours as you interact with others and carry out assigned tasks. At the end of the week, your assessor will complete the Orientation Assessment of Professional Attributes form to score your observed behaviours. You are to discuss the feedback and scores with your supervisor, then sign and date the form to indicate that you understand and agree with the evaluation. Your supervisor will provide you a copy of the completed assessment. You must submit an electronic copy of the completed assessment form using the upload link for this assessment item on the unit Moodle site.

This is a pass/fail assessment item. If you have legitimate extenuating circumstances that prevent you from being able to attend the placement OR upload the completed behavioural assessment form by the due date, you must apply for an assessment extension and provide supporting documentation. If you are absent, late to arrive or need to leave early on any of the five scheduled days, you must provide documented justification for the missed time by submitting an assessment extension request. In the absence of an approved extension, if you do not complete all requirements of this assessment task by the due date you will attain a Fail grade for this assessment. Because this is pass/fail item in a graded unit, if you fail this assessment item you will also fail the unit.

Assessment Due Date

Week 10 Wednesday (20 Sept 2017) 4:00 pm AEST

Return Date to Students

Week 12 Wednesday (4 Oct 2017)

Weighting Pass/Fail

Minimum mark or grade Pass

Assessment Criteria

There are two main requirements to the assessment - placement attendance and demonstration of professional attributes.

To meet the placement attendance requirement you must complete a week of full-time attendance (less any approved minor absence) at the assigned clinical facility in the week scheduled by the Course.

To meet the professional attributes requirement, you must attain a Pass score in each of the two sections of the Orientation Assessment of Professional Attributes form. Section 1 measures your initiative and communication (both verbal and non-verbal). Section 2 measures your adherence to policies, health and safety standards, respect for others and demeanour. The detailed attributes and scoring scale will be posted on the unit Moodle site. In order to attain an overall Pass score in this assessment item, you must:

- meet the placement attendance requirement, and
- pass both sections of the Orientation Assessment of Professional Attributes.

Referencing Style

• Harvard (author-date)

Submission

Online

Learning Outcomes Assessed

• Respect the culture of the medical imaging clinical environment, including rights, responsibilities, assumptions and expectations of the various stakeholders.

Graduate Attributes

- Communication
- Team Work
- Information Technology Competence
- Cross Cultural Competence
- Ethical practice

4 Clinical Placement Workbook

Assessment Type

Written Assessment

Task Description

This assessment focuses on your experiences during your five-day clinical orientation placement in a Medical Imaging workplace in Week 9.

In your clinical workbook you will document what you observe and experience whilst on placement, and reflect on these in light of the concepts and knowledge you have covered in this unit. The workbook includes a series of questions to answer after each day as well as some to answer at completion of the placement. You should record brief notes each day while on site, particularly with respect to answering workbook questions. Although not due until Week 12, you should be working on each day's entries into your workbook after the completion of your day's placement while experiences are still fresh in your memory.

<u>Confidentiality of patient information must be maintained.</u> Breach of patient confidentiality is a form of student behavioural misconduct and would be dealt with according to the University's Student Behavioural Misconduct Procedures.

The workbook is an electronic document that will require you to have computer or tablet access on an approximately daily basis during your five day placement. (You do not need internet access but do need to be able to add content to your workbook, which is a Word document.)

Assessment Due Date

Week 12 Friday (6 Oct 2017) 3:00 pm AEST

Return Date to Students

Exam Week Friday (20 Oct 2017)

Weighting

Assessment Criteria

The workbook is assessed on the following criteria:

- completeness of all sections of the workbook
- application of unit content in describing and discussing clinical observations and experiences
- depth and breadth of reflection responses
- factual correctness of stated observations, logged experiences and unit content
- use of professional terminology
- clarity of communication
- maintenance of confidentiality of patient and clinical staff information

The scoring rubric and further information will be available on the unit Moodle site. Due to the serious nature of maintaining patient confidentiality, failure to do so would result in the maximum possible score for the workbook being 50% of the available marks.

Referencing Style

• Harvard (author-date)

Submission Online

Learning Outcomes Assessed

- Discuss the responsibilities, role and scope of practice of medical radiation practitioners, particularly in the contexts of professional, medico-legal and regulatory frameworks.
- Discuss the scientific and humanistic aspects of the various diagnostic and therapeutic branches of the medical radiation sciences.
- Respect the culture of the medical imaging clinical environment, including rights, responsibilities, assumptions and expectations of the various stakeholders.

Graduate Attributes

- Communication
- Critical Thinking
- 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 <u>Academic Learning Centre (ALC)</u> 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