



OCCT11001 *Introduction to Activity and Occupation*

Term 2 - 2021

Profile information current as at 01/05/2024 11:10 pm

All details in this unit profile for OCCT11001 have been officially approved by CQUUniversity 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 will build on knowledge and skills gained in OCCT11002 (Introduction to Occupational Therapy Theory and Practice) through exploration of occupational therapy assessment and intervention processes involving activity and occupation as core concepts. You will become familiar with a range of common meaningful occupations and learn how to undertake an occupational therapy activity analysis. Concepts of participation limitations at the person level will be introduced. You will engage in a variety of workshop activities that link key theoretical concepts to occupational therapy practice contexts for activity analysis. You will explore ways of grading and adapting activities to enable client participation.

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

Pre-requisite: OCCT11002 Co-requisite: BMSC11008

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

- Bundaberg
- 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. **Practical Assessment**

Weighting: 20%

2. **Written Assessment**

Weighting: 40%

3. **Group Work**

Weighting: 40%

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 "Have your say" evaluation, informal student feedback, staff observations.

Feedback

Directly linking Assessment #2 (activity portfolio) with the workshops resulted in positive learning outcomes and was appreciated by the students.

Recommendation

It is recommended that Assessment #2 (activity portfolio) be retained in 2021.

Feedback from "Have your say" evaluation, informal student feedback, staff observations.

Feedback

Students enjoyed the workshops, in particular the interaction with classmates through small group activities.

Recommendation

It is recommended workshops continue to follow a similar structure in 2021.

Feedback from "Have your say" evaluation, informal student feedback, staff observations.

Feedback

The joint session with physiotherapy students was a good learning experience that was enjoyed by the students in both disciplines.

Recommendation

It is recommended that joint session with physiotherapy students continue in 2021, utilising a similar format to that used in 2020.

Feedback from "Have your say" evaluation, informal student feedback, staff observations.

Feedback

Students found the inability to meet face to face challenging. It limited the ability to engage in "hands-on" learning and created barriers to developing relationships with other students and lecturers.

Recommendation

It is recommended that workshops return to face-to-face format in 2021 to maximise the opportunity to develop interpersonal relationships and practical skills.

Feedback from "Have your say" evaluation, informal student feedback, staff observations.

Feedback

The online format for lectures was appropriate and used the Zoom technology to facilitate student interaction and engagement.

Recommendation

It is recommended that online lectures be trialled as a companion to the practical workshops in 2021, and the modified unit structure reviewed at the end of Term 2 2021.

Unit Learning Outcomes

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

1. Use relevant terminology to define and classify concepts related to human performance in activity and occupation
2. Choose suitable methods for grading common meaningful occupations
3. Reflect on personal participation in meaningful occupations to integrate theoretical and practical knowledge
4. Use occupational therapy processes for comprehensive activity analysis.

This unit feeds directly into Occupational Therapy Australia Competencies for unit accreditation requirements:

- 1.4 Promotes and facilitates occupation through application of knowledge, skills, attitudes and evidence appropriate to the practice context.
- 2.1 Performs relevant, comprehensive assessment of occupational performance
- 3.2 Promotes client occupational performance and participation
- 4.2 Demonstrates ability to understand and conduct multiple evaluation methods and techniques

Alignment of Learning Outcomes, Assessment and Graduate Attributes



Alignment of Assessment Tasks to Learning Outcomes

Assessment Tasks	Learning Outcomes			
	1	2	3	4
1 - Practical Assessment - 20%	•		•	
2 - Written Assessment - 40%	•	•	•	•
3 - Group Work - 40%		•		•

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		•		•

Graduate Attributes	Learning Outcomes			
	1	2	3	4
8 - Ethical practice	•	•		•
9 - Social Innovation		•		
10 - Aboriginal and Torres Strait Islander Cultures				

Alignment of Assessment Tasks to Graduate Attributes

[illegible]

Textbooks and Resources

Textbooks

OCCT11001

Prescribed

Occupation-based activity analysis

Edition: 2nd (2015)

Authors: Heather Thomas

Slack Inc.

Thorofare , NJ , USA

ISBN: 978-1-61711-967-5

Binding: Paperback

OCCT11001

Prescribed

Willard and Spackman's Occupational Therapy

Edition: 13th (2018)

Authors: Barbara Schell , Glen Gillen

Wolters Kluwer

Baltimore, , MD , USA

ISBN: 9781975106584

Binding: Hardcover

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)
- Zoom app on your smart phone or access to Zoom on your laptop
- Access to PowerPoint or similar
- Webcam and headset for on-line sessions

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

Maria O'Reilly Unit Coordinator

m.oreilly@cqu.edu.au

Schedule

Week 1 - 12 Jul 2021

Module/Topic	Chapter	Events and Submissions/Topic
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Occupation: Basic concepts
Working in a team

Christiansen, C.H., & Townsend, E.A. (2010). Chapter 1: An introduction to occupation. In C.H. Christiansen, & E.A. Townsend (Eds.), *Introduction to occupation: the art and science of living* (2nd ed., pp. 1-34). Upper Saddle River, N.J.: Pearson. Available on the e-Reading list.

See Moodle for additional readings.

Week 2 - 19 Jul 2021

Module/Topic	Chapter	Events and Submissions/Topic
	Creighton, C (1992). The origin and evolution of activity analysis. <i>The American Journal of Occupational Therapy</i> , 46(1), 45-48. (See Moodle)	
Therapeutic utilisation of activity	Coffey, M.S. (2015). Expressions of creativity in occupational therapy. In M.S. Coffey, N.K. Lampert, & G.I. Hersch (Eds.). <i>Creative engagement in occupation: Building professional skills</i> (pp.9-38). Thorofare, NJ: Slack Inc. (Available on the e-reading list)	
	See Moodle for additional readings.	

Week 3 - 26 Jul 2021

Module/Topic	Chapter	Events and Submissions/Topic
Physical Function in Occupation	Thomas, H. (2015). <i>Occupation-based activity analysis</i> (2nd ed.). Thorofare, NJ: Slack Inc. Chapters 6 & 7.	
	See Moodle for additional readings.	

Week 4 - 02 Aug 2021

Module/Topic	Chapter	Events and Submissions/Topic
	Thomas, H. (2015). <i>Occupation-based activity analysis</i> (2nd ed.). Thorofare, NJ: Slack Inc. Chapter 1.	
Activity Analysis	Schell, B. A. B., Gillen, G., Crepeau, E.B., & Scaffa, M.S. (2018). Analyzing occupations and activity. In B. A. B. Schell, & G. Gillen (Eds.), <i>Willard and Spackman's occupational therapy</i> (13th ed., pp. 320-334). Philadelphia, PA: Wolters Kluwer. (Ch. 25)	
	See Moodle for additional readings.	

Week 5 - 09 Aug 2021

Module/Topic	Chapter	Events and Submissions/Topic
Dimensions of activity Performance skills	Thomas, H. (2015). <i>Occupation-based activity analysis</i> (2nd ed.). Thorofare, NJ: Slack Inc. Chapters 2,3 & 8.	Presentation group allocations due by end of Week 5.
	See Moodle for additional readings.	"What is Occupational Therapy?" Poster Due: Week 5 Friday (13 Aug 2021) 11:45 pm AEST

Vacation Week - 16 Aug 2021

Module/Topic	Chapter	Events and Submissions/Topic
No classes		

Week 6 - 23 Aug 2021

Module/Topic	Chapter	Events and Submissions/Topic
Occupational Behaviour	See Moodle for readings.	Presentation topic allocated

Week 7 - 30 Aug 2021

Module/Topic	Chapter	Events and Submissions/Topic
Social aspects of occupation- group dynamics	Thomas, H. (2015). <i>Occupation-based activity analysis</i> (2nd ed.). Thorofare, NJ: Slack Inc. Chapter 5. See Moodle for additional readings.	

Week 8 - 06 Sep 2021

Module/Topic	Chapter	Events and Submissions/Topic
Occupational perspective on development	Humphry, R., & Womack, J. (2018). Transformations of occupations. In B. A. B. Schell, & G. Gillen (Eds.), <i>Willard and Spackman's occupational therapy</i> (13th ed., pp. 100-112). Philadelphia, PA: Wolters Kluwer. (Ch. 7) See Moodle for additional readings.	Notify presentation condition choice

Week 9 - 13 Sep 2021

Module/Topic	Chapter	Events and Submissions/Topic
Occupational Participation	Hocking, C.(2018). Contribution of occupation to health and wellbeing. In B. A. B. Schell, & G. Gillen (Eds.), <i>Willard and Spackman's occupational therapy</i> (13th ed., pp. 113-123). Philadelphia, PA: Wolters Kluwer. (Ch. 8) See Moodle for additional readings.	Workshop Activity Analysis Portfolio Due: Week 9 Friday (17 Sept 2021) 11:45 pm AEST

Week 10 - 20 Sep 2021

Module/Topic	Chapter	Events and Submissions/Topic
Occupational Deprivation	Reitz, S.M., & Graham, K. (2018). Health promotion theories. In B. A. B. Schell, & G. Gillen (Eds.), <i>Willard and Spackman's occupational therapy</i> (13th ed., pp. 675-679). Philadelphia, PA: Wolters Kluwer. (Ch. 47) See Moodle for additional readings.	

Week 11 - 27 Sep 2021

Module/Topic	Chapter	Events and Submissions/Topic
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Thomas, H. (2015). *Occupation-based activity analysis* (2nd ed.). Thorofare, NJ: Slack Inc. Chapter 9.

Activity Limitation and Adaptation

Unit 5. Activity Gradation and Adaptation. In Hersch, G., Lamport, N. K., & Coffey, M. S. (2005). *Activity analysis : Application to occupation*. Thorofare, NJ : Slack (pp 63-72). (Available on the e-reading list)
See Moodle for additional readings.

Inter-professional workshop with physiotherapy - to be held on Tuesday (28/09/21), 12-4pm. Please refer to Moodle for more details.

Week 12 - 04 Oct 2021

Module/Topic	Chapter	Events and Submissions/Topic
No classes. Preparation for presentations		

Review/Exam Week - 11 Oct 2021

Module/Topic	Chapter	Events and Submissions/Topic
All students must attend the Activity Analysis Seminar Monday 12 October, 10am-2.00pm for Group Presentations.		See Moodle for more details. Occupational Therapy & Activity Analysis Presentation Due: Review/Exam Week Monday (11 Oct 2021) 11:45 pm AEST

Exam Week - 18 Oct 2021

Module/Topic	Chapter	Events and Submissions/Topic
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Term Specific Information

Classes for this unit consist of lectures and workshops. Primary theoretical content will be provided in the lectures, which will be reinforced by practical applications within the workshops. You will be expected to complete practical activities during the workshops, in which you will apply occupational therapy skills to analyse these activities; nonattendance will greatly diminish your ability to adequately complete assessment tasks. Lectures will be delivered via Zoom during the scheduled class time, while workshops will be delivered on-campus.

Assessment Tasks

1 "What is Occupational Therapy?" Poster

Assessment Type

Practical Assessment

Task Description

Scenario:

CQUniversity Open days occur regularly in late August each year. You are tasked with creating a poster that could be used at Open Day to generate interest in studying occupational therapy. The poster should be created on PowerPoint, Publisher or similar software and converted to a PDF document for submission.

Posters should include:

- A **definition of occupational therapy**, including our central focus on occupation
- A description of how we use **activity and occupation** in therapy
- An explanation of **activity analysis** and its place in occupational therapy and a simple example

Your poster should explain the concepts in an organised and attractive way, using good poster design principles. There are many places on the internet with tips for poster design, for example [here](#). You can be as creative as you wish with its design, but also ensure it contains useful information.

It is NOT expected that students will produce a professionally printed poster for this task – however, you will

need to create something with the *potential* to be printed. You may choose the size and orientation (i.e. portrait/landscape) of your poster - however it should be easily readable from a distance of 3-4 metres (minimum paper size should be A2 - see this website for information about international paper sizes: <https://www.papersizes.org/a-paper-sizes.htm>)

While it's not expected that you include in-text citations on the poster, you must base your information on readings from textbooks and beyond. To this end, include a bibliography of at least **five literature sources**. This can be submitted as an extra document if there isn't enough room on the poster.

A selection of posters will be chosen for display at the Bundaberg or Rockhampton Open Day, and/or the classroom. Please see Moodle for detailed instructions.

Assessment Due Date

Week 5 Friday (13 Aug 2021) 11:45 pm AEST

Return Date to Students

Week 7 Monday (30 Aug 2021)

Feedback will be provided via Moodle

Weighting

20%

Minimum mark or grade

50% (10/20)

Assessment Criteria

Each poster will be given marks reflecting the quality of work as below:

85-100% **Exemplary** work that demonstrates clear, accurate, detailed and comprehensive understanding of the relevant facts and is attractive and well organised in presentation.

75-84% **Accomplished** work that demonstrates mastery of the relevant facts and is organised in presentation

65-74% **Commendable** work that is reflecting progress towards mastery of the relevant facts and organisation of content.

50-64% **Acceptable** work that shows limited depth of understanding of facts and limited organisation of presented content.

<50% **Inadequate** understanding of facts and poorly organized content

Detailed marking rubrics can be found on Moodle.

Referencing Style

- [American Psychological Association 7th Edition \(APA 7th edition\)](#)

Submission

Online

Submission Instructions

Submit to Moodle as a PDF document

Learning Outcomes Assessed

- Use relevant terminology to define and classify concepts related to human performance in activity and occupation
- Reflect on personal participation in meaningful occupations to integrate theoretical and practical knowledge

Graduate Attributes

- Communication
- Problem Solving
- Critical Thinking
- Information Literacy
- Cross Cultural Competence
- Ethical practice

2 Workshop Activity Analysis Portfolio

Assessment Type

Written Assessment

Task Description

Scenario:

You will be required to engage in a variety of practical activities while attending the weekly workshops, during which you

will explore the properties of these activities and complete prescribed activity analysis tasks. This will include taking photographs of your activity participation and of the finished product. These workshop experiences will then be documented in the form of an activity analysis portfolio, to be submitted for grading.

This assessment task contributes to your development as a reflective practitioner by requiring reflection about your personal activity participation, and also help you develop skills for client assessment and intervention through application of the activity analysis process.

You will create a portfolio of **six activities**. Each week from weeks 3-8, you will complete one of these activities and discuss them in class. You will be required to photograph yourself engaged in the activity, as well as the finished product. In class each week you will complete a set activity analysis component based on the activity completed that week. *See the Workshop Schedule on Moodle for details of activities and weekly tasks.*

You will then compile an activity analysis portfolio for submission in Week 9. This portfolio will have two parts.

Part 1: for **each of six activities** you will include:

1. A brief **description** of the activity, including when, where and by whom it is typically performed.
2. The **steps** of the activity
3. **Photos** of
 - a. you engaged in the activity
 - b. the finished product
4. A completed **weekly workshop task sheet** relevant to the activity (see Moodle for the weekly worksheets)
5. **Activity Awareness Form** and personal reflection about the activity (e.g. did you enjoy it, was it difficult, would you try it again?)

Part 2: For **one of the six activities**, based on its properties and information from occupational therapy literature (i.e. textbooks and/or relevant published journal articles) describe the **potential therapeutic applications** of this activity.

Include a reference list in APA 7 format with **at least three references**.

Assessment Due Date

Week 9 Friday (17 Sept 2021) 11:45 pm AEST

Return Date to Students

Week 12 Monday (4 Oct 2021)

Marks and feedback will be made available through Moodle

Weighting

40%

Minimum mark or grade

50% (20/40)

Assessment Criteria

Marks will be allocated as follows (Total = 40):

- Task descriptions, steps and illustrations (**5 marks**)
- Weekly workshop activities (**10 marks**)
- Reflective Narrative (**10 marks**)
- Therapeutic application (**10 marks**)
- Professional presentation and References (**5 marks**)

A detailed marking rubric will be available on Moodle.

Referencing Style

- [American Psychological Association 7th Edition \(APA 7th edition\)](#)

Submission

Online

Submission Instructions

Upload document to Moodle

Learning Outcomes Assessed

- Use relevant terminology to define and classify concepts related to human performance in activity and occupation
- Choose suitable methods for grading common meaningful occupations

- Reflect on personal participation in meaningful occupations to integrate theoretical and practical knowledge
- Use occupational therapy processes for comprehensive activity analysis.

Graduate Attributes

- Communication
- Problem Solving
- Critical Thinking
- Information Literacy
- Team Work
- Information Technology Competence
- Cross Cultural Competence
- Ethical practice
- Social Innovation

3 Occupational Therapy & Activity Analysis Presentation

Assessment Type

Group Work

Task Description

Scenario:

In groups of three or four, you will take part in the OCCT11001 Occupational Therapy and **Activity Analysis Seminar** at the end of term.

Students can form their own groups. **Groups will consist of 3 or 4 students and should be finalised by the end of Week 5.**

Each group will prepare and present an analysis of an Activity of Daily Living (ADL) **or** Instrumental Activity of Daily Living (IADL) task for a person with a condition that would likely be referred to occupational therapy. This task will allow you to demonstrate your emerging professional reasoning skills for information gathering, identifying occupational issues and possible interventions, as part of the occupational therapy practice process.

Groups will be randomly allocated a task from either of the two categories:

ADL tasks

- bathing/showering
- toileting
- dressing
- eating
- personal hygiene and grooming (i.e. brushing hair and applying makeup/shaving)

OR

IADL tasks

- meal preparation
- shopping
- community mobility (i.e. driving or using public transport)

Groups will also be randomly allocated one of the categories listed below:

- Degenerative conditions (e.g. arthritis)
- Neurological conditions (e.g. CVA)
- Orthopaedic conditions (e.g. hip or knee replacements)
- Traumatic injury (e.g. brain injury, spinal cord injury)
- Congenital disorder (e.g. cerebral palsy)
- Sensory or processing impairments (e.g. low vision, dementia)

You must **choose one condition from your allocated category** to research and consider the implications for task completion. You should then create a simple case study of a potential client for use in the presentation.

Your *Willard & Spackman's Occupational Therapy* textbook (Schell & Gillen, 2018) is a good place to start to find out about these conditions.

Groups will be allocated their task and category by the end of Week 6.

Please **notify the unit coordinator of the condition you will be researching by the end of Week 8.**

The maximum time allowed for each group presentation will be **20 minutes ± 2 minutes**. All students are expected to attend the symposium, and each group member should speak for at least one section of the oral presentation.

A PowerPoint to accompany the group oral presentation should be prepared and submitted to Moodle by 11.45pm on the day of presentation.

The oral presentation should include:

- A brief description of the condition (citing your evidence-based sources on your slides and in your reference list)
- An explanation of the likely impact of the condition on the person's ability to participate in the activity. (citing your evidence-based sources on your slides and in your reference list). Create a brief case study to contextualise this.
- A detailed description of the chosen task and an occupational analysis using an occupational therapy template of your choice – for example, Appendix B, Thomas, 2015 (cite your occupational analysis template source on your slide and in your reference list)
- A description of 3 ways the task could be adapted to facilitate participation, and 3 ways it could be graded to increase the challenge for the person with the chosen condition (cite evidence for your suggestions on your slide and in your reference list)
- Include a reference list at the end, written in APA format

Each group member should also submit an **individual reflection** about the group process and your role in it. This will be worth 20% of the Seminar Presentation marks.

Assessment Due Date

Review/Exam Week Monday (11 Oct 2021) 11:45 pm AEST

Seminar scheduled for 10.00am-2.00pm; slides and reflections to be submitted by 11.45pm

Return Date to Students

Marks and feedback will be posted in Moodle after certification of grades

Weighting

40%

Minimum mark or grade

50% (20/40)

Assessment Criteria

Marks will be allocated as follows (Total = 40 marks):

- Comprehensive Occupational Analysis using referenced occupational therapy template or method **(8 marks)**
- Appropriate and realistic adaptation and grading of task **(8 marks)**
- Accurate evidence based information from professional journals or textbooks about the condition and likely impact on participation **(8 marks)**
- Correct on slide APA style citations and reference list for 4-6 sources **(4 marks)**
- Professional oral delivery and presentation of visual material (PowerPoint and handout) including spelling, terminology and grammar **(4 marks)**
- Individual reflection on group process **(8 marks)**

Referencing Style

- [American Psychological Association 7th Edition \(APA 7th edition\)](#)

Submission

Online

Submission Instructions

Submit slides and individual group process reflections by 11.45pm on the day of presentation.

Learning Outcomes Assessed

- Choose suitable methods for grading common meaningful occupations
- Use occupational therapy processes for comprehensive activity analysis.

Graduate Attributes

- Communication
- Problem Solving
- Critical Thinking
- Information Literacy
- Team Work
- Information Technology Competence
- Cross Cultural Competence
- Ethical practice
- Social Innovation

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