



# PMSC11002 *Foundations of Paramedic Clinical Practice*

## Term 1 - 2021

Profile information current as at 07/05/2024 10:26 pm

All details in this unit profile for PMSC11002 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 provides you with basic paramedic practice skills and knowledge to start the formulation of a clinical diagnosis and basic treatment plans for patients. You will learn scene assessment, patient assessment, diagnostic evaluations, history taking and treatment integration in cardiac life support. The unit also reviews the concepts of manual handling, ethics, cultural sensitivities as well as infection control and safety in 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

There are no requisites for this unit.

Important note: Students enrolled in a subsequent unit who failed their pre-requisite unit, should drop the subsequent unit before the census date or within 10 working days of Fail grade notification. Students who do not drop the unit in this timeframe cannot later drop the unit without academic and financial liability. See details in the [Assessment Policy and Procedure \(Higher Education Coursework\)](#).

### Offerings For Term 1 - 2021

- Cairns
- Mixed Mode
- Rockhampton
- Townsville

### 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. **On-campus Activity**

Weighting: 40%

#### 2. **Online Quiz(zes)**

Weighting: 30%

#### 3. **Portfolio**

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](#).

## 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 Moodle Unit Evaluations

##### Feedback

Students enjoyed the workbook assessment. They found it relevant and practical to the topic.

##### Recommendation

Continue with this form of "paramedic centered" assessment, allowing students to apply and demonstrate the knowledge learnt in a format more consistent to paramedic practice.

#### Feedback from Moodle Unit Evaluations

##### Feedback

Students struggled to comprehend the practical components of the unit, without being able to physically practice them.

##### Recommendation

COVID-19 restrictions limited students ability to practice skills and this was outside the university's control; however, attempts will be made in future offerings to demonstrate ways to practice skills at home.

## Unit Learning Outcomes

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

1. Demonstrate accurate scene survey, patient assessment and history taking
2. Demonstrate a range of diagnostic tests and basic procedures used in paramedicine
3. Evaluate and manage a patient being mindful of cultural sensitivities and ethics
4. Articulate the principles of safe working practices with manual handling, defibrillation and infection control.

The new learning outcomes align with the Council of Ambulance Authorities accreditation standards of:

3.1.4 Collaboration with the ambulance sector

3.1.5 Collaboration with the profession

3.1.6 Collaboration with other sectors

Also aligns with the CAA paramedic professional competency standards professional expectations of a paramedic

- makes informed and reasonable decisions
- demonstrates professional autonomy and accountability
- develops and maintains professional relationships
- demonstrates the knowledge, understanding and skills required for practice
- operates within a safe practice environment
- identifies and assesses health and social needs in the context of the environment

## Alignment of Learning Outcomes, Assessment and Graduate Attributes



### Alignment of Assessment Tasks to Learning Outcomes

Assessment Tasks	Learning Outcomes			
	1	2	3	4
1 - On-campus Activity - 40%	•	•		

Assessment Tasks	Learning Outcomes			
	1	2	3	4
2 - Online Quiz(zes) - 30%	•			•
3 - Portfolio - 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				
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 - On-campus Activity - 40%	•	•	•		•		•	•		
2 - Online Quiz(zes) - 30%	•	•	•		•		•	•		
3 - Portfolio - 30%	•	•	•		•		•	•	•	

## Textbooks and Resources

### Textbooks

PMSC11002

#### Prescribed

#### Textbook of Adult Emergency Medicine

Edition: 5th (2019)

Authors: Peter Cameron

Elsevier

ISBN: 9780702076244

Binding: Hardcover

[View textbooks at the CQUniversity Bookshop](#)

### IT Resources

**You will need access to the following IT resources:**

- CQUniversity Student Email
- Internet
- Unit Website (Moodle)
- Computer
- Earphones

## 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

**Emma Moore** Unit Coordinator

[e.moore@cqu.edu.au](mailto:e.moore@cqu.edu.au)

## Schedule

### Week 1 - 08 Mar 2021

Module/Topic	Chapter	Events and Submissions/Topic
Prehospital overview	Textbook of Adult Emergency Medicine Introduction pg: xxiii-xxiv	

### Week 2 - 15 Mar 2021

Module/Topic	Chapter	Events and Submissions/Topic
Medical Terminology Primary Survey - DRABC / DRCAB Systematic Approach - Concept	Textbook of Adult Emergency Medicine Introduction pg: xxiii-xxiv	

### Week 3 - 22 Mar 2021

Module/Topic	Chapter	Events and Submissions/Topic
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Neurological Assessment	Textbook of Adult Emergency Medicine Section 8 Neurology emergencies
• GCS	8.4 Altered conscious state pg: 36
• Pupils	8.6 Syncope and vertigo pg: 379
• Sensory / Motor tone	8.7 Weakness pg:383
• Spinal Injuries and cervical clearance	

#### Week 4 - 29 Mar 2021

Module/Topic	Chapter	Events and Submissions/Topic
Respiratory Assessment		
• Components: Rate, rhythm, effort, skin, sound, speech.		
• Oxygen saturations and pulse oximetry.	Textbook of Adult Emergency Medicine Section 2 Critical Care	
• Equipment familiarization - Oxygen soft pack	2.1 Airway and ventilation management pg: 12 (Stop at Advanced airway management)	
Airway Assessment		
• TAM / DAM Skills		
• Clearing the airway & suctioning		
• Airway devices and procedures		

#### Week 5 - 05 Apr 2021

Module/Topic	Chapter	Events and Submissions/Topic
Cardiovascular (perfusion), temperature and BSL Assessment		
• Pulses	Textbook of Adult Emergency Medicine Section 2 Critical Care	
• Blood pressure acquisition	2.3 Haemodynamic monitoring pg: 12 (Stop at other non-invasive monitoring methods for cardiac output)	
• ECG (familiarisation to machine & lead placement)		
• Temperature		
• Blood Sugar Level assessment		
• SpO2		

#### Vacation Week - 12 Apr 2021

Module/Topic	Chapter	Events and Submissions/Topic
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#### Week 6 - 19 Apr 2021

Module/Topic	Chapter	Events and Submissions/Topic
ECG Interpretation and fundamentals:		First Online Quiz Due: Week 6 Friday (23 Apr. 2021) 11:45 pm AEST
• 5 step method		
• Basic ECG rhythms		<b>Online Quiz</b> Due: Week 6 Friday (23 Apr 2021) 11:59 pm AEST

#### Week 7 - 26 Apr 2021

Module/Topic	Chapter	Events and Submissions/Topic
CPR & Defibrillation	Textbook of Adult Emergency Medicine Section 1 Resuscitation	
• Adult & Paediatric CPR techniques	1.1 Basic life support pg: 1	
• Adult & Paediatric joule settings	1.2 Advanced life support (Stop at Advanced airway management)	
• Shockable ECG rhythms		
• Scene Safety - 4 safety checks		

#### Week 8 - 03 May 2021

Module/Topic	Chapter	Events and Submissions/Topic
History taking - SAMPLED & OPQRST		
Clinical handover - IMIST AMBO / ISBAR		
Head to Toe Examination		<b>Practical Assessment (OSCE)</b> Due: Week 8 Monday (3 May 2021) 11:59 pm AEST

#### Week 9 - 10 May 2021

Module/Topic	Chapter	Events and Submissions/Topic
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Cultural Sensitivities	Textbook of Adult Emergency Medicine Section 29 Emergency and Medical Systems 29.9 Public health and emergency medicine pg: 921 (Begin at the health of indigenous people and cultural safety)	
<b>Week 10 - 17 May 2021</b>		
<b>Module/Topic</b>	<b>Chapter</b>	<b>Events and Submissions/Topic</b>
Infection Control	Textbook of Adult Emergency Medicine Section 29 Emergency and Medical Systems 29.9 Public health and emergency medicine pg: 920 (stop at the health of indigenous people and cultural safety)	<b>Workbook</b> Due: Week 10 Friday (21 May 2021) 11:59 pm AEST
<b>Week 11 - 24 May 2021</b>		
<b>Module/Topic</b>	<b>Chapter</b>	<b>Events and Submissions/Topic</b>
Ethical Considerations	Textbook of Adult Emergency Medicine Section 28 Emergency Medicine and the Law 28.3 Consent and Competence- the Australian, NZ and UK perspectives 28.4 Privacy and Confidentiality 28.5 Ethics in Emergency Medicine	
<b>Week 12 - 31 May 2021</b>		
<b>Module/Topic</b>	<b>Chapter</b>	<b>Events and Submissions/Topic</b>
Self Care and Manual Handling: • Stretcher • Stair chair • Slide sheet • Walk belt • Self care strategies		Second Online Quiz Due: Week 12 Friday (04 Jun. 2021) 11:45 pm AEST
<b>Review/Exam Week - 07 Jun 2021</b>		
<b>Module/Topic</b>	<b>Chapter</b>	<b>Events and Submissions/Topic</b>
<b>Exam Week - 14 Jun 2021</b>		
<b>Module/Topic</b>	<b>Chapter</b>	<b>Events and Submissions/Topic</b>

## Term Specific Information

Students enrolled as On-Campus will be required to attend compulsory weekly tutorial sessions during the term. Students must nominate their preferred tutorial location and time through MyCQU, under My Timetable in the My Units tab. Tutorial numbers are capped per session, you are not guaranteed a place at your preferred session, but you are guaranteed one session per week.

Students enrolled as Distance will be required to attend a compulsory residential school. Students must nominate their preferred residential school location through MyCQU, under My Timetable in the My Units tab. Numbers at residential schools are capped and a position at the preferred residential school is not guaranteed. Geographical proximity to and/or previous attendance at a residential school location does not guarantee placement at your preferred residential school location.

If students are unable to attend a laboratory session or residential days, notification needs to be made to the unit coordinator and an approved medical certificate needs to be produced. Once this is done, arrangements will be made to make up for the lost time.

## Assessment Tasks

# 1 Practical Assessment (OSCE)

## Assessment Type

On-campus Activity

## Task Description

### Preamble

Theoretical knowledge and the practical application of this knowledge is vital when performing the role of paramedic. In this assessment, you will need to articulate your theoretical knowledge gained within this unit as well as apply the knowledge to successfully undertake a variety of Case Management Exercises (CMEs) to a beginner level.

To attain a passing grade, you will need to complete the tasks below. All of these will be conducted at Residential School, using simulated environments and patients.

### Task Description

You will need to complete four (4) CME stations, each designed to assess your knowledge and practical skills acquired during this unit.

Station one (1) and two (2) will involve two (2) short case assessments where you will be allocated 10mins per station, with a mix of station types and competencies tested.

Some examples are:

: Voice Viva

: Fill in the blanks

: Quiz

: Mini Scenario

Each short case CME will be worth 10% individually towards the total percentage for this term.

Station three will involve one (1) long case assessment where you will be allocated 20mins to complete the assessment.

The long case assessment will be in the format of a structured scenario looking at the following areas:

: Patient assessment and history taking

: Evidence gathering and patient treatment

: Implementation of interventions, procedures and skills

: Overall patient and scene management

The long case CME will be worth 15% of the total percentage for this item.

Station four (4) will follow on from station three and involve reflective practice, where you will review your performance in the long case OSCE; this reflection report will go towards the final 5% for this assessment item.

Feedback for this assessment will be provided AFTER the residential and there will be no opportunity given to re-sit any of the assessments

### CRITICAL ERRORS:

Critical errors in this unit will be classed as anything that causes immediate harm to yourself, partner, patient or bystanders and/or any procedure that is performed outside the paramedic scope of practice. During any form of assessment, if any of the following are witnessed the assessment will immediately cease and no marks will be given for that item:

**Unsafe defibrillation**

**Incorrect joules delivered to the patient**

**Defibrillation of an unshockable rhythm**

**Failure to recognise a shockable rhythm**

**No or incomplete drug check**

**Incorrect sharps disposal**

**Performing a skill and/or procedure outside the scope of practice taught to you in PMSC11002 (2019)**

**Any grossly unsafe practice as deemed by the assessing academic**

## Assessment Due Date

Week 8 Monday (3 May 2021) 11:59 pm AEST

This assessment will be conducted during residential schools for external students

## Return Date to Students

Review/Exam Week Friday (11 June 2021)

## Weighting

40%

## Minimum mark or grade

A minimum mark of 50% must be achieved on this assessment to pass the unit



## Assessment Criteria

Theoretical knowledge and the practical application of this knowledge is vital when performing the role of paramedic. In this assessment you will need to articulate your theoretical knowledge gained within this unit as well as apply the knowledge to successfully undertake a variety of Case Management Exercises (CMEs) to a beginner level. The assessment will be based on marking criteria covering the following key points:

- Successful completion of each component of the assessment
- Safe and competent demonstration of each component in a timely manner

## CRITICAL ERRORS:

Critical errors in this unit will be classed as anything that causes immediate harm to yourself, partner, patient or bystanders and/or any procedure that is performed outside the paramedic scope of practice. During any form of assessment, if any of the following are witnessed the assessment will immediately cease and no marks will be given for that item:

### Unsafe defibrillation

**Incorrect joules delivered to the patient**

**Defibrillation of an unshockable rhythm**

**Failure to recognise a shockable rhythm**

**No or incomplete drug check**

**Incorrect sharps disposal**

**Performing a skill and/or procedure outside the scope of practice taught to you in PMSC11002 (2019)**

**Any grossly unsafe practice as deemed by the assessing academic**

You need to attempt and pass this assessment item to pass the unit

## Referencing Style

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

## Submission

Offline

## Learning Outcomes Assessed

- Demonstrate accurate scene survey, patient assessment and history taking
- Demonstrate a range of diagnostic tests and basic procedures used in paramedicine

## Graduate Attributes

- Communication
- Problem Solving
- Critical Thinking
- Team Work
- Cross Cultural Competence
- Ethical practice

## 2 Online Quiz

### Assessment Type

Online Quiz(zes)

### Task Description

You will be required to complete two (2) online quizzes; the first will close at the end of Week 6, the second at the end of Week 12. The quizzes will open on the Friday of the preceding week to when the quiz is due, and each will have a specific time limit imposed.

The quizzes will be made up of multiple choice, short and long answer questions exploring content based upon previous weeks content (including lecture materials, online modules, links and required reading). Quizzes are accumulative and the content will aggregate across the term.

### Quiz 1 Online (Due Week 6) 15%

This is to review and assess the content that was delivered from Week 1 to Week 6 of Foundations of Paramedic Clinical Practice.

This quiz will comprise multiple choice, short and long answer questions.

**You will only receive 1 attempt at the quiz.**

### Assessment Requirements:

Please access the Online Quiz 1 in the Assessment Block on the Moodle page for PMSC11002.

**PLEASE NOTE: The marks for online quizzes 1 and 2 will be combined - to pass you must attempt both quiz one and two and achieve 50% of the overall marks available on offer for this assessment item. These quizzes MUST be submitted by the times indicated in the assessment tasks. This is an individual assessment with no collaboration allowed. In the absence of an approved extension, there will be no opportunity to complete the tasks after the specified dates, and there will be no opportunity to apply a late penalty of five percent per day. You will only receive 1 attempt at the quiz.**

**Quiz 2 Online (Due Week 12) 15%**

This is to review and assess the content that was delivered from Week 6 to Week 12 of Foundations of Paramedic Clinical Practice.

This quiz will comprise of multiple choice, short and long answer questions.

**Assessment Requirements:**

Please access the Online Quiz 2 in the Assessment Block on the Moodle page for PMSC11002.

**PLEASE NOTE: The marks for online quizzes 1 and 2 will be combined - to pass you must attempt both quiz one and two and achieve 50% of the overall marks available on offer for this assessment item. These quizzes MUST be submitted by the times indicated in the assessment tasks. This is an individual assessment with no collaboration allowed. In the absence of an approved extension, there will be no opportunity to complete the tasks after the specified dates, and there will be no opportunity to apply a late penalty of five percent per day. You will only receive 1 attempt at the quiz.**

**Number of Quizzes**

2

**Frequency of Quizzes**

Other

**Assessment Due Date**

Week 6 Friday (23 Apr 2021) 11:59 pm AEST

Quiz 1 due Friday Week 6 (24/04/2020 2359 AEST) and Quiz 2 due Friday Week 12 (05/06/2020 2359 AEST).

**Return Date to Students**

Review/Exam Week Monday (7 June 2021)

**Weighting**

30%

**Minimum mark or grade**

A minimum of 50% must be achieved on this assessment to pass the unit

**Assessment Criteria**

Please access the Online Quizzes in the Assessment Block on the Moodle page for PMSC11002.

The online quizzes will contain multiple choice, short and long answer questions from lecture and resource material in weeks 1 - 11. These quizzes will test your patient assessment knowledge and other key points covered within this unit.

This quiz will be accessed through your Moodle assessment block in the PMSC11002 site.

Quiz 1 will cover material from week 1 all the way through to week 6 inclusively.

Quiz 2 will cover material from week 6 all the way through to week 12 inclusively.

You need to attempt both quiz one and two to be eligible to pass this assessment item and you have to pass this assessment item to pass the unit

**Referencing Style**

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

**Submission**

Online

**Submission Instructions**

All quizzes must be attempted individually and no collaboration with other students is allowed.

**Learning Outcomes Assessed**

- Demonstrate accurate scene survey, patient assessment and history taking
- Articulate the principles of safe working practices with manual handling, defibrillation and infection control.

**Graduate Attributes**

- Communication
- Problem Solving
- Critical Thinking
- Team Work
- Cross Cultural Competence

- Ethical practice

## 3 Workbook

### Assessment Type

Portfolio

### Task Description

You will be required to complete a workbook exploring your knowledge gained throughout this unit. You will be required to work through the tasks set out in the workbook and complete your answers within the workbook provided. These tasks support your continued professional development through structured self-directed learning. The workbook will be provided to you via the Moodle page. This task will involve a mixture of short answer response, research, critical reviews and mini essays.

Please review the workbook thoroughly before commencing. You must complete all parts of the workbooks according to the instructions provided, ensuring that all work is referenced as per instructions in the workbook.

### Assessment Due Date

Week 10 Friday (21 May 2021) 11:59 pm AEST

### Return Date to Students

Exam Week Friday (18 June 2021)

### Weighting

30%

### Minimum mark or grade

A minimum of 50% must be achieved on this assessment to pass the unit

### Assessment Criteria

You will be required to demonstrate your theoretical knowledge taught to you throughout this unit. This will be conducted through varying tasks throughout the workbook. The workbook will have points awarded to each task with the accumulation of these points being the final result. The workbook and marking rubrics will be provided on the unit Moodle page. The assessment will be based on marking criteria covering the following key points:

- Successful completion of each task
- Well articulated, researched and referenced work provided throughout the workbook.

You need to attempt and pass this assessment item to pass the unit

### Referencing Style

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

### Submission

Online

### Submission Instructions

Submit via Moodle

### Learning Outcomes Assessed

- Evaluate and manage a patient being mindful of cultural sensitivities and ethics
- Articulate the principles of safe working practices with manual handling, defibrillation and infection control.

### Graduate Attributes

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