



# PPMP20014 Complex Project Management

## Term 3 - 2018

Profile information current as at 26/05/2022 09:17 pm

All details in this unit profile for PPMP20014 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 provides an introduction and overview of the field of practice known as complex project management. Complex project management is when a project has three characteristics. Firstly, complex projects are very complicated with lots of parts and interconnections. Secondly, there is a great deal of uncertainty. Finally, they are heavily time-constrained so there is little time to make decisions. In this unit you will explore these characteristics and how to manage them by undertaking assessments for complexity through analysis and systematic inquiry. You will investigate approaches to complexity by forecasting impacts and modelling outcomes. You will analyse the complexities of causes and effects, such as the role played by leaders, setting objectives, environmental and technological limitations and factors, and other constraints that increase complexity. In the unit you will be introduced to a number of examples of complex projects through case studies. You will be able to investigate and discuss the case studies with your peers and lecturers to increase your understanding and proficiency with the management of complex projects.

#### Details

Career Level: *Postgraduate*

Unit Level: *Level 9*

Credit Points: 6

Student Contribution Band: 10

Fraction of Full-Time Student Load: 0.125

#### Pre-requisites or Co-requisites

Students must have completed the CQUniversity Graduate Diploma of Project Management or equivalent Project Management qualification from another Institution in order to do 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 3 - 2018

- Brisbane
- Distance
- Melbourne
- Perth
- Sydney

#### 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 Postgraduate unit at CQUniversity requires an overall time commitment of an average of 12.5 hours of study per week, making a total of 150 hours for the unit.

### Class Timetable

#### [Regional Campuses](#)

Bundaberg, Cairns, Emerald, Gladstone, Mackay, Rockhampton, Townsville

#### [Metropolitan Campuses](#)

Adelaide, Brisbane, Melbourne, Perth, Sydney

### Assessment Overview

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

Weighting: 10%

#### 2. **Written Assessment**

Weighting: 50%

#### 3. **Group Discussion**

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](#).

## Unit Learning Outcomes

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

1. Explain the causes, environments, and properties of complex projects.
2. Identify different tools and techniques to aid a project manager manage complex projects.
3. Critically analyse whether different projects cases are complex projects.
4. Formulate, argue and defend a strategy that a project manager can apply to a complex project case study.
5. In a team analyse the root causes of failure with a number of sample complex project cases.

## Alignment of Learning Outcomes, Assessment and Graduate Attributes

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

Assessment Tasks	Learning Outcomes				
	1	2	3	4	5
1 - Group Discussion - 40%	•	•		•	•
2 - Online Quiz(zes) - 10%	•	•			
3 - Written Assessment - 50%	•	•	•		

### Alignment of Graduate Attributes to Learning Outcomes

Graduate Attributes	Learning Outcomes				
	1	2	3	4	5
1 - Knowledge	○	○	○	○	○
2 - Communication	○	○	○	○	○
3 - Cognitive, technical and creative skills	○	○	○	○	○
4 - Research	○	○	○	○	○
5 - Self-management				○	○
6 - Ethical and Professional Responsibility		○	○	○	○
7 - Leadership		○	○	○	○
8 - 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
1 - Group Discussion - 40%	○	○	○	○	○	○	○	
2 - Online Quiz(zes) - 10%	○		○	○				
3 - Written Assessment - 50%	○	○	○	○	○			

## Textbooks and Resources

### Textbooks

**There are no required textbooks.**

#### Additional Textbook Information

### IT Resources

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

- CQUniversity Student Email
- Internet
- Unit Website (Moodle)
- online database Emerald and Scince direct for journal articles
- Students are requested to join the Project Management Institute (PMI) and be a member of the PMI so they can download the text book. It is the students' responsibility to get a copy of the text book.

## Referencing Style

All submissions for this unit must use the referencing style: [Harvard \(author-date\)](#)  
For further information, see the Assessment Tasks.

## Teaching Contacts

**Ziyad Abunada** Unit Coordinator  
[z.abunada@cqu.edu.au](mailto:z.abunada@cqu.edu.au)

## Schedule

### Week 1 - Defining Complex Projects and Complex Project Management - 05 Nov 2018

Module/Topic	Chapter	Events and Submissions/Topic
Defining Complex Projects and Complex Project Management	<p><b>Chapter</b> Mandatory Readings:</p> <ul style="list-style-type: none"><li>• Aspects of Complexity: Managing Projects in a Complex World (2011) Terry Cooke-Davies, PhD; (<i>Note: A complimentary PDF download of this research is available to PMI members</i>)<ul style="list-style-type: none"><li>◦ Read the Introduction and</li></ul></li></ul> <p>Chapter 1</p> <ul style="list-style-type: none"><li>• Lynelle Briggs, Australian Public Service Commissioner. 2012. Tackling wicked problems : A public policy perspective.</li></ul> <p><b>Additional Readings and Activities</b> You will also be required to read some academic journal papers, visit web sites, or look at YouTube videos that will be identified on the website for this unit. You will also be required to read some academic journal papers, visit web sites, or look at YouTube videos that will be identified on the website for this unit.</p>	Unit Introduction Lecture 1

## Week 2 -Managing Projects With High Complexity - 12 Nov 2018

Module/Topic	Chapter	Events and Submissions/Topic
Managing Projects With High Complexity	<p><b>Chapter</b></p> <ul style="list-style-type: none"><li>Aspects of Complexity: Managing Projects in a Complex World (2011)Terry Cooke-Davies, PhD;<ul style="list-style-type: none"><li>Chapter 2 by Stephen Hayes and Daniel Bennett</li></ul></li></ul> <p><b>Additional Readings and Activities</b></p> <p>You will also be required to read some academic journal papers, visit web sites, or look at YouTube videos that will be identified on the website for this unit.</p>	<ul style="list-style-type: none"><li>Lecture 2</li><li>Tutorial 2</li><li>Weekly discussion assignment</li></ul>

## Week 3 -Tools for Complex Projects - 19 Nov 2018

Module/Topic	Chapter	Events and Submissions/Topic
Tools for Complex Projects	<p><b>Chapter</b></p> <ul style="list-style-type: none"><li>Aspects of Complexity: Managing Projects in a Complex World (2011)Terry Cooke-Davies, PhD;<ul style="list-style-type: none"><li>Chapter 3 by Kaye Remington and Julien Pollack</li></ul></li></ul> <p><b>Additional Readings and Activities</b></p> <p>You will also be required to read some academic journal papers, visit web sites, or look at YouTube videos that will be identified on the website for this unit.</p>	<ul style="list-style-type: none"><li>Lecture 3</li><li>Tutorial 3</li><li>Weekly discussion assignment</li><li>Quiz 1</li><li></li></ul>

## Week 4 -Strategic Management: Developing Policies and Strategies - 26 Nov 2018

Module/Topic	Chapter	Events and Submissions/Topic
Strategic Management: Developing Policies and Strategies	<p><b>Chapter</b></p> <ul style="list-style-type: none"><li>Aspects of Complexity: Managing Projects in a Complex World (2011)Terry Cooke-Davies, PhD;<ul style="list-style-type: none"><li>Chapter 4 by Christoph Loch and Federick Payne</li></ul></li></ul> <p><b>Additional Readings and Activities</b></p> <p>You will also be required to read some academic journal papers, visit web sites, or look at YouTube videos that will be identified on the website for this unit.</p>	<ul style="list-style-type: none"><li>Lecture 4</li><li>Tutorial 4</li><li>Weekly Discussion</li></ul>

## Vacation Week - 03 Dec 2018

Module/Topic	Chapter	Events and Submissions/Topic
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## Week 5 -Fear of Flying: Guest Lecture and case Studies - 10 Dec 2018

Module/Topic	Chapter	Events and Submissions/Topic
Fear of Flying	<p><b>Chapter</b></p> <ul style="list-style-type: none"><li>Aspects of Complexity: Managing Projects in a Complex World (2011)Terry Cooke-Davies, PhD;<ul style="list-style-type: none"><li>Chapter 5 by Stephen Carver and Harvey Maylor</li><li>Guest speaker may present and talk about real case studies of Complex Project Management</li></ul></li></ul> <p><b>Additional Readings and Activities</b></p> <p>You will also be required to read some academic journal papers, visit web sites, or look at YouTube videos that will be identified on the website for this unit.</p>	<ul style="list-style-type: none"><li>Lecture 5</li><li>Weekly discussion assignment</li><li></li></ul>

**Week 6 -The Impact of Complexity on Project Cost and Schedule Estimates - 17 Dec 2018**

Module/Topic	Chapter	Events and Submissions/Topic
The Impact of Complexity on Project Cost and Schedule Estimates	<p><b>Chapter</b></p> <ul style="list-style-type: none"> <li>Aspects of Complexity: Managing Projects in a Complex World (2011)Terry Cooke-Davies, PhD;               <ul style="list-style-type: none"> <li>Chapter 6 by Dale Shermon</li> </ul> </li> </ul> <p><b>Additional Readings and Activities</b> You will also be required to read some academic journal papers, visit web sites, or look at YouTube videos that will be identified on the website for this unit.</p>	<ul style="list-style-type: none"> <li>Lecture 6</li> <li>Tutorial 6</li> <li>Weekly discussion assignment</li> <li>Quiz #2</li> </ul>

**Week 7 - Beyond Competence: Developing Managers of Complex Projects - 31 Dec 2018**

Module/Topic	Chapter	Events and Submissions/Topic
Beyond Competence: Developing Managers of Complex Projects	<p><b>Chapter</b></p> <ul style="list-style-type: none"> <li>Aspects of Complexity: Managing Projects in a Complex World (2011)Terry Cooke-Davies, PhD;               <ul style="list-style-type: none"> <li>Chapter 7 by Lynn Crawford and Ed Hoffman</li> </ul> </li> </ul> <p><b>Additional Readings and Activities</b> You will also be required to read some academic journal papers, visit web sites, or look at YouTube videos that will be identified on the website for this unit.</p>	<ul style="list-style-type: none"> <li>Lecture 7</li> <li>Tutorial 7</li> <li>Weekly discussion assignment</li> <li>Quiz #3</li> </ul>

**Week 8 -Human Behavior and Complexity - 07 Jan 2019**

Module/Topic	Chapter	Events and Submissions/Topic
Human Behavior and Complexity	<p><b>Chapter</b></p> <ul style="list-style-type: none"> <li>Aspects of Complexity: Managing Projects in a Complex World (2011)Terry Cooke-Davies, PhD;               <ul style="list-style-type: none"> <li>Chapter 8 by Terry Cooke-Davies</li> </ul> </li> </ul> <p><b>Additional Readings and Activities</b> You will also be required to read some academic journal papers, visit web sites, or look at YouTube videos that will be identified on the website for this unit.</p>	<ul style="list-style-type: none"> <li>Lecture 8</li> <li>Tutorial 8</li> </ul>

**Week 9 - Controlling Chaos? The Value and the Challenges of Applying Complexity Theory to Project Management - 14 Jan 2019**

Module/Topic	Chapter	Events and Submissions/Topic
Controlling Chaos? The Value and the Challenges of Applying Complexity Theory to Project Management	<p><b>Chapter</b></p> <ul style="list-style-type: none"> <li>Aspects of Complexity: Managing Projects in a Complex World (2011)Terry Cooke-Davies, PhD;               <ul style="list-style-type: none"> <li>Chapter 9 by Kaye Remington and Roxanne Zolin</li> </ul> </li> </ul> <p><b>Additional Readings and Activities</b> You will also be required to read some academic journal papers, visit web sites, or look at YouTube videos that will be identified on the website for this unit.</p>	<ul style="list-style-type: none"> <li>Lecture 9</li> <li>Tutorial 9</li> <li>Weekly discussion assignment</li> <li>Quiz #4</li> </ul>

**Week 10 - Systems Thinking and the Systems Movement - 21 Jan 2019**

Module/Topic	Chapter	Events and Submissions/Topic

Systems Thinking and the Systems Movement	<p><b>Chapter</b></p> <ul style="list-style-type: none"> <li>Aspects of Complexity: Managing Projects in a Complex World (2011) Terry Cooke-Davies, PhD; <ul style="list-style-type: none"> <li>Chapter 10 by Peter Checkland and Terry Williams</li> </ul> </li> </ul> <p><b>Additional Readings and Activities</b> You will also be required to read some academic journal papers, visit web sites, or look at YouTube videos that will be identified on the website for this unit.</p>	<ul style="list-style-type: none"> <li>Lecture 10</li> <li>Tutorial 10</li> <li>Weekly discussion assignment</li> </ul>
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### Week 11 - Systems Engineering and Project Management - 28 Jan 2019

Module/Topic	Chapter	Events and Submissions/Topic
Systems Engineering and Project Management	<p><b>Chapter</b></p> <ul style="list-style-type: none"> <li>Aspects of Complexity: Managing Projects in a Complex World (2011) Terry Cooke-Davies, PhD; <ul style="list-style-type: none"> <li>Chapter 11 by Andrew Daw</li> </ul> </li> </ul> <p><b>Additional Readings and Activities</b> You will also be required to read some academic journal papers, visit web sites, or look at YouTube videos that will be identified on the website for this unit.</p>	<ul style="list-style-type: none"> <li>Lecture 11</li> <li>Tutorial 11</li> <li>Written Assessment Due: Week 11</li> <li>Quiz#5</li> </ul>

### Week 12- Toward a Coherent Research Agenda and Project Management 2.0 - 04 Feb 2019

Module/Topic	Chapter	Events and Submissions/Topic
Toward a Coherent Research Agenda and Project Management 2.0	<p><b>Chapter</b></p> <ul style="list-style-type: none"> <li>Aspects of Complexity: Managing Projects in a Complex World (2011) Terry Cooke-Davies, PhD; <ul style="list-style-type: none"> <li>Chapter 12 by Terry Williams</li> <li>Chapter 13 by Terry Cooke-Davies</li> </ul> </li> </ul> <p><b>Additional Readings and Activities</b> You will also be required to read some academic journal papers, visit web sites, or look at YouTube videos that will be identified on the website for this unit.</p>	<ul style="list-style-type: none"> <li>Lecture 12</li> <li>Tutorial 12</li> <li>Weekly discussion assignment</li> <li>written assignment (the assignment may take place in groups depending the students number)</li> </ul>

### Exam Week - 11 Feb 2019

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

There will be three assignments:

- 1- Discussion Group: Case studies and Features of Complex Projects (40%)
- 2- Quiz (10%)
- 3- Final Essay (50%)

## Assessment Tasks

### 1 Online Quizzes 10%

#### Assessment Type

Online Quiz(zes)

#### Task Description

Assignment

You are required to attempt ALL Quizzes

You will be required to complete a series of multiple choice quiz/ analysis of case studies and scenarios related to the objectives above.

#### Purpose

The primary purpose of this assessment item is to help you to identify factors associated with complex project management.

The secondary purpose of this assignment is to give you the opportunity to enhance your analysis and critical thinking skills.

#### Notes

The quiz will be discussed during the tutorials beforehand. In order for you to complete the quiz it is necessary for you to complete all learning activities prescribed in the prior weeks.

#### **Number of Quizzes**

#### **Frequency of Quizzes**

Other

#### **Assessment Due Date**

#### **Return Date to Students**

This assignment will be marked by the Moodle computer program upon submission.

#### **Weighting**

10%

#### **Assessment Criteria**

The following criteria will be used to grade your assignments:

- The percentage of correct answers
- The time taken to complete the quiz.
- The accuracy and coherent/logic of your analysis

You are encouraged to read the program materials to complete the assignment

#### **Referencing Style**

- [Harvard \(author-date\)](#)

#### **Submission**

Online

#### **Learning Outcomes Assessed**

- Explain the causes, environments, and properties of complex projects.
- Identify different tools and techniques to aid a project manager manage complex projects.

#### **Graduate Attributes**

- Knowledge
- Cognitive, technical and creative skills
- Research

## 2 Written Assessment

#### **Assessment Type**

Written Assessment

#### **Task Description**

##### Task

Your task is to consider:-

- the causes, environments, and properties of complex projects;
- different tools and techniques to aid a project manager manage complex projects;
- the degree and nature of the projects cases discussed in the unit in the context of the theories and ideas related to complex projects.

Then you must write an essay describing how you consider the points above are related to:-

- projects with lots of parts and interconnections;
- projects that contain a great deal of uncertainty;
- project that are heavily time-constrained.



You should illustrate your points by identifying what are the causes, theories, tools and techniques, that might be relevant to complex projects. You should use examples taken from case studies and examples discussed during the unit. you may be asked to work in a group of up to 3 students

#### Purpose

The primary purpose of this assessment item is to help you to be able to define your thinking and allow you to classify the tools and techniques related complex project management. The secondary purpose of this assignment is to give you the opportunity to enhance your analysis, critical thinking and written communication skills; particularly in the areas of argument development and essay writing.

#### Structure

Your essay should be a properly constructed academic essay of 5,000 words. It should contain an effective introduction, body and conclusion. The introduction should introduce the essay and include your argument. The body should present the evidence you have collected to support your argument, and the conclusion should restate your argument, summarise the evidence and make a conclusion regarding your argument. The essay should contain a coherent, but necessarily restricted review of the academic literature on the topics in question. The literature review should be integrated into the essay, not a separate section. Do not include an executive summary or an abstract. A reference list formatted in the prescribed style is compulsory. Do not include a bibliography.

#### **Assessment Due Date**

#### **Return Date to Students**

Marks will be released 2 weeks after final submission

#### **Weighting**

50%

#### **Minimum mark or grade**

50%

#### **Assessment Criteria**

**This is an GROUP assignment with minimum mark requirements of 50% in order to pass the unit.**

Your assignment will be assessed on the extent and quality to which it meets each of the following criteria.

1. A description of the theories and ideas specific to complex project management? (10%)
2. An explanation of the causes, environments, and properties of complex projects? (15%)
3. A discussion of the tools and techniques to aid a project manager manage complex projects? (15%)
4. Incorporation of project cases as illustration and arguments? (10%)
5. A critical review and integration of relevant academic and professional literature taken from CQU Project Management PPMPnnnnn units in this programme (15%)
6. A clear flow of thought throughout the paper with a clear purpose described in the introduction and a comprehensive conclusion? (10%)
7. Clarity of expression, grammar, spelling and referencing? (15%)
8. Appropriate presentation format and presented within ( $\pm 10\%$ ) of the word limit: 7500 words including your peer assessment (10%)

#### **Referencing Style**

- [Harvard \(author-date\)](#)

#### **Submission**

Online

#### **Learning Outcomes Assessed**

- Explain the causes, environments, and properties of complex projects.
- Identify different tools and techniques to aid a project manager manage complex projects.
- Critically analyse whether different projects cases are complex projects.

#### **Graduate Attributes**

- Knowledge
- Communication
- Cognitive, technical and creative skills
- Research
- Self-management

## 3 Discussion Assignment

## Assessment Type

Group Discussion

## Task Description

### Assignment Overview

In this unit you are required to participate in a regular discussion in your tutorials and upload a response to a discussion question in the Moodle web site. The discussion will provide evidence of your understanding of Complex Project Management based on your current learning and previous and current experience. The discussion will present a dynamic record of your growth and professional learning over the duration of this unit. Your contribution to the discussion should also provide an account of your learning based on your personal practice and your critical reflection regarding the topics introduced during this unit.

### Task

Your task is to participate in a weekly tutorial and submit a short written assignment reflecting upon your learning and insights. The weekly question will be initiated by the unit coordinator and you must participate on a weekly basis. In your contribution you will identify an analysis of your thoughts and experiences, including evidence gained by previous readings and reflections of any of your learnings from other units in the programme. You will be asked to present your work to your peers and lead a discussion group during tutorial sessions and you will be graded accordingly. This will be discussed on weekly bases with the tutor and you will write a report of 2000 words excluding your references.

### Purpose

The primary purpose of this assessment item is to help you to develop skills for undertaking research and translating, via your technical and creative skills, underpinning concepts about the important ideas and concepts related to complex project management. The secondary purpose of this assignment is to give you the opportunity to enhance your analysis, critical thinking and written communication skills; particularly in the areas of thinking about and reflecting on different project domains and complex project management as well as you will be required to work in a team. You are requested to apply some of the tools you learnt about managing complex projects as well as forming a proper scope of the context. Your participation, as a result, makes your learning more explicit as you translate your educational, workplace and personal experiences into documented evidence and share it with colleagues. You can then learn to critically examine the nature of your learning on this unit in relation to specific experiences in your project management practice and demonstrate that you have learned from those experiences and how you have achieved or maintained your professional competence.

## Assessment Due Date

Weekly: A weekly assignment progress submission must be made by each group.

## Return Date to Students

Weekly: Communication between lecturers and groups will occur on a weekly basis.

## Weighting

40%

## Assessment Criteria

Your assignment will be assessed on the extent and quality to which it meets each of the following criteria.

1. Qualitative reflection, analysis, judgement and academic method related to the question posed? (40%)
2. Use of relevant reference and evidence sources taken from PPMP units in the CQU Project Management programme, clarity, coherent and accuracy of writing? (30%)
3. The presentation of the case study and the complex features, the proposed management tools and methods? (20%)
4. Team work and peer assessment based (10%)

## Referencing Style

- [Harvard \(author-date\)](#)

## Submission

Online

## Learning Outcomes Assessed

- Explain the causes, environments, and properties of complex projects.
- Identify different tools and techniques to aid a project manager manage complex projects.
- Formulate, argue and defend a strategy that a project manager can apply to a complex project case study.
- In a team analyse the root causes of failure with a number of sample complex project cases.

## Graduate Attributes

- Knowledge
- Communication
- Cognitive, technical and creative skills
- Research
- Self-management
- Ethical and Professional Responsibility
- Leadership

## 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