
MEDI258: Human Neuromechanics

Subject Outline

6 credit points

Subject Information

Spring, 2022, Wollongong
On Campus

On-Campus Delivery This subject is delivered in-person and includes on-campus or other location-based learning activities that cannot be undertaken by students studying Online/Distance. Students unable to attend campus or any other nominated physical delivery location should not enrol in this subject.

UOW may need to change teaching locations, teaching delivery and/or assessment delivery at short notice to ensure the safety and well-being of students and staff in response to the COVID-19 pandemic or other public health requirements.

The Faculty of Science, Medicine and Health

The Faculty of Science, Medicine and Health offers a range of undergraduate and postgraduate programs designed to meet the needs of a diverse student population. We carry out world-leading research which is strongly aligned with our teaching program

As a student of our faculty, you will be actively engaged in learning with extensive clinical experiences, use of advanced educational technologies and opportunities for enriching work experience. More information about the Faculty of Science, Medicine and Health and our School is available on our web pages:

<https://www.uow.edu.au/science-medicine-health/>

Teaching Staff

Teaching Role	Coordinator
Name	Dr Jon Shemmell
Telephone	61 2 4298 1138
Email	shemmell@uow.edu.au
Room	41.334
Consultation Times	Please email for appointment

Teaching Role	Lecturer
Name	Professor Paul Stapley
Telephone	61 2 4298 2514
Email	pstapley@uow.edu.au
Room	41.260C
Consultation Times	Please email for appointment

Expectations of Students

UOW values are intellectual openness, excellence and dedication, empowerment and academic freedom, mutual respect and diversity, recognition and performance. We will provide a safe, equitable and orderly environment for the University community, and expect each member of our community to behave responsibly and ethically (UOW Student Conduct Rules <https://documents.uow.edu.au/about/policy/learning/index.html>).

We expect that students demonstrate these values and professional behaviour, both face to face and online, making genuine efforts to complete their studies successfully, arriving on time to class, taking part constructively in class discussions and activities, demonstrating appropriate professional and ethical conduct in all communication with UOW staff and community members, and submitting assignments on time (or completing a request for Academic Consideration in advance if needed).

Communication and eLearning Etiquette

Guidelines on the use of email to contact teaching staff, mobile phone use in class and information on the university guide to eLearning 'Netiquette' can be found at <https://www.uow.edu.au/student/learningcoop/software/emailetiquette/index.html>

Cyber Bullying

The University is committed to providing a safe, respectful, equitable and orderly environment for the University community, and expects each member of that community to behave responsibly and ethically. Students must comply with the University's [Student Conduct Rules](#) and related policies including the [IT Acceptable Use Policy](#) and [Bullying Prevention Policy](#), whether undertaking their studies face-to-face, online.

For more information on appropriate communication and etiquette in the online environment please refer to the guide [Online and Email Etiquette](#) or at <https://www.uow.edu.au/student/learning-co-op/technology-and-software/email-etiquette/>.

Related Policies

Using UOWmail <https://www.uow.edu.au/student/learning-co-op/technology-and-software/uowmail/>

Inclusive language guideline <https://documents.uow.edu.au/about/policy/students/UOW140611.html>

Copyright

Commonwealth of Australia

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Hardcopies of this document are considered uncontrolled please refer to your Moodle site for the latest version.

Table of Contents

Section A: General Information	5
Learning Outcomes	5
Subject Learning Outcomes	5
Subject Description	5
Course Handbook	5
Subject Details: Practical Activities, eLearning, Readings and Materials	5
Subject eLearning	5
Safety Guidelines	5
Major Text(s)	6
Recommended Readings and Other Resources	6
Lectures, Tutorials and Attendance Requirements	6
Lecture Times *	6
Lecture Program *	7
Lecture Recording	7
Your Privacy - Lecture Recording	8
Tutorial/Seminar/Workshop Times	9
Tutorial/Seminar/Workshop Program	9
Recent Improvements to Subject	10
Extraordinary Changes to the Subject Outline	10
Learning Analytics	11
Section B: Assessment	12
Assessment Summary	12
Minimum Requirements to Pass this Subject	13
UOW Grade Descriptors	13
Assessment Learning Outcome Matrix	14
Submission, Retention and Collection of Written Assessment	14
Extensions	14
Late Submission Penalty	14
Collection	15
Retention	15
Scaling	15
Supplementary Assessment	15
Review and Appeal of Academic Decisions	16
Assessment Quality Cycle	16
Academic Integrity	16
Referencing	16
Section C: General Advice for Students - Policies and Procedures	17
Student Services and Support	17
Student Support Adviser (SSA)	17
Student Advocacy Service	17
Student Central	17
Library Services	18
Academic Integrity Policy	18
Student Advocacy Service	18
Code of Practice Research	18
Code of Practice Honours	18
The Code of Practice Work Integrated Learning (Professional Experience)	18
Copyright Policy	18
Course Progress Policy	19
Examination Rules and Procedures	19
Ethical or Religious Objection by Students to the Use of Animal and Animal Products in Coursework Subjects	19
Coursework Rules	19
Human Research Ethics	19
Inclusive Language Guidelines	19

Intellectual Property Policy.....	19
Review and Appeal of Academic Decisions Policy	19
Student Academic Consideration Policy.....	20
The Student Charter Your Rights and Responsibilities.....	20
Student Assignment of Intellectual Property (IP) Policy	20
Student Conduct Rules.....	20
Teaching and Assessment: Assessment and Feedback Policy	20
Teaching and Assessment: Code of Practice - Teaching.....	20
Teaching and Assessment: Subject Delivery Policy	20
Workplace Health & Safety Policy	20

Section A: General Information

Learning Outcomes

Subject Learning Outcomes

On successful completion of this subject, students will be able to:

1. Understand the mechanical effects of interactions with the physical environment;
2. Describe the structure and function of the neuromuscular and sensory systems;
3. Discuss common theoretical models of motor control and learning;
4. Explain changes in motor control that can occur with growth, aging and fatigue;
5. Demonstrate competence with a number of neuromechanical data collection tools, including electromyography, video-based motion analysis and peripheral nerve stimulation;
6. Demonstrate skills required to solve problems related to the capture and analysis of quantitative data;
7. Formulate evidence-based arguments to support the interpretation of quantitative data.

Subject Description

This subject extends students' understanding of how human movement is controlled, building upon fundamental principles of anatomy and biomechanics and introducing some of the principles governing the function of the neuromuscular system. The subject consists of four modules that will cover topics related to involuntary (reflexive) movements, rhythmic movement such locomotion, discrete movements such as throwing and adaptations in movement control that accompany aging, fatigue and changes in muscle strength.

Course Handbook

Information about subject pre-requisites, co-requisites and restrictions as well as course completion requirements and Course Learning Outcomes can be found in the Course Handbook <https://www.uow.edu.au/handbook/index.html>.

Subject Details: Practical Activities, eLearning, Readings and Materials

Subject eLearning

The University uses the eLearning system Moodle to support all coursework subjects. The subject Moodle site can be accessed via your SOLS page.

Safety Guidelines

The rules below are general rules that are required when participating in labs or practical activities. Before commencing these activities you are to ensure that you understand specific procedures and policy related to safety.

- First year Chemistry students must complete the Moodle WHS Induction (see details below)
- Before commencing any activity you are to ensure that you understand specific procedures and policy related to the lab in which you work and safety in general.
- You may need to review a Risk Assessment and complete a Participant Acknowledgement form before commencing any experiments/practical work. These materials will be made available by the lab supervisor/Subject Coordinator.
- You must inform the Subject Coordinator of any medical conditions which may impact upon your ability to participate in these activities before commencing the practical.
- All Reasonable Adjustment cases must be discussed with the Subject Coordinator prior to commencing the activity.

- Participation in the lab/practical/field/simulation activities may be denied to students who do not abide by these, and other conditions which may be specified by the Subject Coordinator.
- Never use any equipment or attempt any experiment without checking the safety implications with your laboratory supervisor or experienced delegated laboratory worker.
- Undergraduate students are not permitted to work after hours unless there is appropriate approval and supervision.

Major Text(s)

Textbooks

Enoka, R.M. (2015) *Neuromechanics of Human Movement* (5th Ed). Champaign, IL: Human Kinetics. (Available at the Unishop)

If there is a textbook available for purchase, you can find the details at University Bookshop

<https://unishop.uow.edu.au/>

Recommended Readings and Other Resources

Recommended Readings

Winter DA. (2009). *Biomechanics and Motor Control of Human Movement* (4th Ed). New York: John Wiley & Sons, Inc. (Available in the UOW library)

Schmidt RA & Lee TD (2014) *Motor learning and performance: from principles to application* (5th edition). Champaign IL: Human Kinetics (Available in the UOW library)

This is not an exhaustive list of references. Students should also use the library catalogue and databases to locate additional resources.

Lectures, Tutorials and Attendance Requirements

Lecture Times *

UOW may need to change teaching locations, teaching delivery and/or assessment delivery at short notice to ensure the safety and well-being of students and staff in response to the COVID-19 pandemic or other public health requirements.

Up to date timetable and delivery information is located at

<http://www.uow.edu.au/student/timetables/index.html>

You can access your personal timetable by logging into SOLS and selecting 'My Timetable'

Lecture Program *

Week	Commencing	Topics Covered
1	25 Jul 2022	a. What is neuromechanics? b. Muscle force generation
2	01 Aug 2022	a. Muscle mechanics b. Stretch reflexes
3	08 Aug 2022	a. Reflex functions b. Complex reflexes
4	15 Aug 2022	a. Human locomotion (kinematics/kinetics) b. Human locomotion (kinetics/EMG)
5	22 Aug 2022	a. Neural Circuits for locomotion b. Neural circuits for changing gait
6	29 Aug 2022	a. A model for rhythmic movements b. Neuromechanics of cycling
7	05 Sep 2022	a. Movement planning b. Single joint movements
8	12 Sep 2022	a. Multijoint movement (kinematic/kinetics) b. Multijoint movement (neural control)
9	19 Sep 2022	a. Neuromechanics of throwing b. Neuromechanics of striking
	26 Sep 2022	Mid-Session Recess
10	03 Oct 2022	a. Acute adaptations: Flexibility b. Effects of prolonged muscle stretch on performance
11	10 Oct 2022	a. Acute adaptations: Fatigue b. Fatigue in distance running
12	17 Oct 2022	a. Childhood neuromechanics b. Neuromechanics of aging
13	24 Oct 2022	a. Muscle Strength b. Wrap Up
	31 Oct 2022	Study Recess
	05 Nov 2022	Examinations
	12 Nov 2022	Examinations

* The above times and program may be subject to change. Students will be notified of any change via SOLS.

Lecture Recording

The University of Wollongong supports the recording of UOW educational content as a supplemental study tool, to provide students with equity of access, and as a technology-enriched learning strategy to enhance the student experience.

If you make your own recording of a lecture, class, seminar, workshop or any other educational session provided as part of your course of study you can only do so with the explicit permission of the lecturer and those people who are also being recorded.

You may only use educational content recorded through the delivery of subject or course content, whether they are your own or recorded by the university, for your own educational purposes. Recordings cannot be altered, shared or published on another platform, without permission of the University, and to do so may contravene the University's Copyright Policy, Privacy Policy, Intellectual Property Policy, IT Acceptable Use Policy and

Student Conduct Rules. Unauthorised sharing of recordings may also involve a breach of law under the Copyright Act 1969.

Most lectures in this subject will be recorded, when they are scheduled in venues that are equipped with lecture recording technology, and made available via the subject Moodle site within 48 hours.

Your Privacy - Lecture Recording

In accordance with the Student Privacy & Disclosure Statement, when undertaking our normal teaching and learning activities, the University may collect your personal information. This collection may occur incidentally during the recording of lectures in equipped venues (i.e. when your identity can be ascertained by your image, voice or opinion), or via the delivery of online content therefore the University further advises students that:

- Lecture recordings are made available to students, university staff, and affiliates, securely on the university's IT Platforms and via the subject Moodle eLearning site;
- Recordings are made available only for the purpose for which they were recorded, for example, as a supplemental study tool or to support equity and access to educational resources;
- Recordings are stored securely for up to four years

If you have any concerns about the use or accuracy of your personal information collected in a lecture recording, you may approach your Subject Coordinator to discuss your particular circumstances.

The University is committed to ensuring your privacy is protected. If you have a concern about how your personal information is being used or managed please refer to the University's Privacy Policy or consult our Privacy webpage <https://www.uow.edu.au/privacy/>

Tutorial/Seminar/Workshop Times

The Faculty uses the SMP Online Tutorial System and tutorial times and locations can be found at <https://www.uow.edu.au/student/timetables/index.html>. Please note that tutorial times on the timetable are provisional and may change.

Tutorial/Seminar/Workshop Program

Where the restrictions require temporary adjustments for delivery and tutorial/seminar/workshop arrangements, any necessary changes will be advised and provided by your Subject Coordinator. Please check Subject Moodle site regularly

Week	Week Commencing	Topics Covered	Readings and Activities
1	25 Jul 2022	Laboratory #1: Electromyography	
1	25 Jul 2022	Tutorial: Muscle architecture	
2	01 Aug 2022	Tutorial: Spinal reflex circuits	
3	08 Aug 2022	Laboratory #2: Monosynaptic reflexes	
3	08 Aug 2022	Tutorial: Transcortical reflexes	Taube W, Schubert M, Gruber M, et al (2006) Direct corticospinal pathways contribute to neuromuscular control of perturbed stance. <i>Journal of Applied Physiology</i> 101:420–429. https://doi.org/10.1152/jappphysiol.01447.2005
4	15 Aug 2022	Tutorial: Comparing gait patterns	Dietz V (2002) Do human bipeds use quadrupedal coordination? <i>Trends in Neurosciences</i> 25:462–467. https://doi.org/10.1016/S0166-2236(02)02229-4
5	22 Aug 2022	Laboratory #3: Gait Assessment	
5	22 Aug 2022	Tutorial: Central pattern generators in humans?	MacKay-Lyons M (2002) Central Pattern Generation of Locomotion: A Review of the Evidence. <i>PHYS THER</i> 82:69–83
6	29 Aug 2022	Tutorial: Dynamical systems in gait control	Kung SM, Fink PW, Legg SJ, et al (2018) What factors determine the preferred gait transition speed in humans? A review of the triggering mechanisms. <i>Human Movement Science</i> 57:1–12. https://doi.org/10.1016/j.humov.2017.10.023
7	05 Sep 2022	Laboratory #4: Controlling single joint movement	
8	12 Sep 2022	Tutorial: Internal models	Kawato M (1999) Internal models for motor control and trajectory planning. <i>Current Opinion in Neurobiology</i> 9:718–727. https://doi.org/10.1016/S0959-4388(99)00028-8

9	19 Sep 2022	Laboratory #5: Information processing	
9	19 Sep 2022	Tutorial: Expert visual perception	Müller S, Abernethy B, Farrow D (2006) How do world-class cricket batsmen anticipate a bowler's intention? The Quarterly Journal of Experimental Psychology 59:2162–2186. https://doi.org/10.1080/02643290600576595
	26 Sep 2022	Mid-Session Recess	
10	03 Oct 2022	Tutorial: Effects of stretching	Mahieu NN, Mcnair P, De Muynck M, et al (2007) Effect of Static and Ballistic Stretching on the Muscle-Tendon Tissue Properties: Medicine & Science in Sports & Exercise 39:494–501. https://doi.org/10.1249/01.mss.0000247004.40212.f7
11	10 Oct 2022	Laboratory #6: Activating descending motor tracts	
11	10 Oct 2022	Tutorial: Central fatigue	Enoka RM, Duchateau J (2008) Muscle fatigue: what, why and how it influences muscle function. J Physiol 586:11–23. https://doi.org/10.1113/jphysiol.2007.139477
12	17 Oct 2022	Tutorial: Neuromechanics of stroke	Bae J, Awad LN, Long A, et al (2018) Biomechanical mechanisms underlying exosuit-induced improvements in walking economy after stroke. The Journal of Experimental Biology 221:jeb168815. https://doi.org/10.1242/jeb.168815
	31 Oct 2022	Study Recess	
	05 Nov 2022	Examinations	
	12 Nov 2022	Examinations	

*The above program may be subject to change.

Recent Improvements to Subject

The Faculty of Science, Medicine and Health is committed to continual improvement in teaching and learning. In assessing teaching and learning practices in a subject, the Faculty takes into consideration student feedback from many sources. These sources include direct student feedback to tutors and lecturers, feedback through Science, Medicine and Health Central, responses to the Subject and Course Evaluation Surveys. These important student responses are used to make ongoing changes to subjects and courses. This information is also used to inform systemic comprehensive reviews of subjects and courses.

Feedback from students and our accreditation body have resulted in the inclusion of more specific laboratory-based questions and short and long answer exam questions to test student understanding of the concepts covered. Laboratory session have also been changed to include a number of cutting edge scientific tools, such as transcranial magnetic stimulation and 3-dimensional motion analysis.

Extraordinary Changes to the Subject Outline

In extraordinary circumstances the provisions stipulated in this Subject Outline may require amendment after the Subject Outline has been distributed. All students enrolled in the subject must be notified and have the opportunity to provide feedback in relation to the amendment, where practicable, prior to the amendment being finalised.

Learning Analytics

Learning Analytics data (such as student engagement with Moodle, access to recorded lectures, University Library usage, task marks, and use of SOLS) may be used by the Subject Coordinator and your faculty's Head of Students to assist in analysing student engagement, and to identify and recommend support to students who may be at risk of failure. If you have questions about the kinds of data the University uses, how we collect it, and how we protect your privacy in the use of this data, please refer to <https://www.uow.edu.au/about/privacy/index.html>

Section B: Assessment

Assessment Summary

Assessment Item	Form of Assessment	%
Assessment 1	Participation	10%
Assessment 2	Lab/Prac/Simulation	30%
Assessment 3	Exam	60%
	TOTAL MARKS	100%

Please note: Copies of student work may be retained by the University in order to facilitate quality assurance of assessment processes.

A formative assessment activity (with written or verbal feedback) will be conducted before census date - please see [UOW Key Dates](#).

Assessment 1: Participation - Active Lab Participation

Marking Criteria	Active involvement in practical laboratory sessions. Students will be graded out of 2 marks for active participation and verbal responses to questions regarding the use of experimental techniques. Attendance at 5/6 practical sessions is compulsory.
Length	~2 hours per lab session
Weighting	10%
Assessment Due	25 Jul 2022 (In workshop in Session Week 1) 08 Aug 2022 (In workshop in Session Week 3) 22 Aug 2022 (In workshop in Session Week 5) 05 Sep 2022 (In workshop in Session Week 7) 19 Sep 2022 (In workshop in Session Week 9) 10 Oct 2022 (In workshop in Session Week 11)
Type of Collaboration	Individual assessment
Assessment submission	Active involvement in laboratory activities
Detailed information	Each student will be awarded 0-2% based upon their verbal answers to questions about the experimental techniques being used in each practical. The five best grades from six lab sessions will be summed.

Assessment 2: Lab/Prac/Simulation - Lab based problems (5% per lab)

Marking Criteria	Correct answers will receive the number of marks designated within the problem set
Length	Short and multiple choice answers to each question
Weighting	30%
Assessment Due	05 Aug 2022 (Friday in Session Week 2) 19 Aug 2022 (Friday in Session Week 4) 02 Sep 2022 (Friday in Session Week 6) 16 Sep 2022 (Friday in Session Week 8) 07 Oct 2022 (Friday in Session Week 10) 21 Oct 2022 (Friday in Session Week 12)
Type of Collaboration	Individual assessment
Style and format	Short answer and multiple choice questions. 5% per lab.
Assessment submission	Respond to online questions

Assessment return	Grades will be posted in Moodle upon completion.
Detailed information	Students will complete a designated set of questions pertaining to the material covered and skills gained in each practical activity.

Assessment 3: Exam - Final Exam

Marking Criteria	The marks allocated per question will be specified on the exam paper.
Length	180 minutes
Weighting	60%
Assessment Due	The final exam will be held during the UOW exam period. It is your responsibility to source the time and date of the final examination via SOLS (Student ONLINE Services) when details become available.
Type of Collaboration	Individual assessment
Style and format	Multiple choice, Short answer and Long answer questions
Detailed information	The final examination will examine material selected from all lecture, tutorial and laboratory sessions that have been presented prior to the date of the examination. The final examination will be composed of multiple choice, short answer and long answer questions.

Minimum Requirements to Pass this Subject

UOW policy equates 1 credit point with 2 hours of study per week that includes any required lectures and tutorials/workshops/practicals, prescribed readings and assessments. For example, in a 6 credit point subject, students are expected to complete a total of 12 hours of study per week.

Student attendance supports learning and achievement and is strongly encouraged in all classes. As a minimum requirement of this subject, students must attend at least 80% of tutorial classes and laboratories whether delivered online or face to face. Attendance will be recorded and where classes are scheduled online, any technical issues should be reported to the subject coordinator within 24 hours of the class. If attendance is affected due to compassionate, compelling, or extenuating circumstances an academic consideration application should be lodged via SOLS and supporting documentation, for example a Medical Certificate, presented to Student Central as soon as practical. For further details about applying for academic consideration visit the Student Central webpage:

<http://www.uow.edu.au/student/central/academicconsideration/index.html>

UOW Grade Descriptors

The UOW Grade Descriptors are general statements that communicate what our grades represent, in terms of standards of performance, and provide a frame of reference to ensure that assessment practice across the University is appropriate, consistent and fair. Grade Descriptors are expressed in general terms so that they are applicable to a broad range of disciplines. Grade Descriptors are available here

<https://www.uow.edu.au/student/exams/results/>. For more information on the UOW grade descriptors refer to the Teaching and Assessment: Assessment and Feedback Policy:

<https://documents.uow.edu.au/about/policy/alphalisting/UOW222910.html>

Assessment Learning Outcome Matrix

Learning Outcomes	Measures - Assessment weighting		
	Active Lab Participation	Lab based problems (5% per lab)	Final Exam
	(10%)	(30%)	(60%)
Understand the mechanical effects of interactions with the physical environment;	✓		✓
Describe the structure and function of the neuromuscular and sensory systems;			✓
Discuss common theoretical models of motor control and learning;		✓	✓
Explain changes in motor control that can occur with growth, aging and fatigue;		✓	✓
Demonstrate competence with a number of neuromechanical data collection tools, including electromyography, video-based motion analysis and peripheral nerve stimulation;	✓	✓	
Demonstrate skills required to solve problems related to the capture and analysis of quantitative data;		✓	
Formulate evidence-based arguments to support the interpretation of quantitative data.		✓	

Submission, Retention and Collection of Written Assessment

Assessed work must be handed in by the date and time listed under each assessment task. All assessment tasks must represent the enrolled student's own ORIGINAL work and must not have been previously submitted for assessment in any formal course of study.

Extensions

Students requesting extensions of time to submit an assessment task, deferred exam, alternative form of assessment or exemption of a compulsory attendance requirement must apply online via SOLS and provide documentary evidence within three working days of the assessable item's due date for their request to be considered. For more information please refer to the Student Academic Consideration Policy at: <http://www.uow.edu.au/about/policy/UOW058721.html>

Late Submission Penalty

Late submissions will receive a penalty of 5% per day (or part thereof) of the total possible marks for the assessment task for up to ten (10) days after the due date and time for submission (including weekends, and public holidays), or, where an extension has been granted, for up to ten (10) days after the nominated extension deadline. For the purposes of this penalty a weekend (Saturday and Sunday) will be regarded as two days.

No marks will be awarded for work submitted:

- more than ten (10) days after the due date, or
- after the assessment has been returned to the students; whichever is applicable.

In such an instance, a mark of zero and a result of Fail for the task will be applied.

Note: Assessments must still be submitted to meet minimum performance requirements even though no mark is to be awarded.

Quiz Completion

Where there is a quiz component, any student who has not attempted and submitted a quiz within the specified timeframe will receive 0 (zero) marks for this assessment type. The quiz will not be reopened, and no alternative assessment will be set without extenuating circumstances and an approved academic consideration application. Late penalties do not apply to quizzes. If a student attempts a quiz but for technical issues is not able to submit the quiz, students must show evidence and apply for an academic consideration to sit a supplementary quiz.

Collection

Once your assignment has been marked and your Subject Coordinator releases results for the assessment you will be able to access feedback on your assignment within the assessment submission page on the Moodle site for this subject. This will include feedback within the marking guide, feedback comments and feedback files (where applicable) that provide you with your markers feedback on your written work. You will receive an automated notification that your assignment results are available for download / review within Moodle.

You can access feedback on your marked assignment on the Assignment submission page, when marks and feedback have been released to students, please note that the Feedback section appears at the bottom of the page

Your final mark in the assessment task will be posted within SOLS.

Feedback on quizzes, examinations and /or presentations:

Contact your lecturer/tutor/subject coordinator if you would like feedback on your assessment. In accordance with University Policy marked assignments will usually only be held for 21 days after the declaration of marks for that assignment.

Retention

The university may retain copies of student work in order to facilitate quality assurance of assessment processes, in support of the continuous improvement of assessment design, assessment marking and for the review of the subject. The University retains records of students' academic work in accordance with the University Records Management Policy and the State Records Act 1988 and uses these records in accordance with the University Privacy Policy and the Privacy and Personal Information Protection Act 1998.

Scaling

Marks awarded for any assessment task or part of any assessment task, including an examination may be subject to scaling at the end of the session. Marks will be scaled only when unpredicted circumstances occur and in order to ensure fairness of marking across groups of students. The method of scaling will depend on the type of scaling required by the circumstances. When scaling is deemed necessary, it will follow a detailed consideration by the Unit Assessment Committee and/or the Faculty Assessment Committee of the marks of the group of students concerned. Scaling will not affect any individual student's rank order within their cohort. For more information please refer to Standards for the Finalisation of Student Results Schedule 1: Scaling Guidelines <https://www.uow.edu.au/about/policy/UOW039331.html> for details.

Supplementary Assessment

Supplementary assessment may be offered to students whose performance in this subject is close to that required to pass the subject, and are otherwise identified as meriting an offer of a supplementary assessment. The Subject Coordinator will determine the precise form of supplementary assessment at the time the offer of a supplementary is made. In some circumstances you may be offered a supplementary exam. For more information about Supplementary Exams refer to: <http://www.uow.edu.au/student/exams/aboutsupp/index.html>

Review and Appeal of Academic Decisions

A student may request an explanation of a mark for an assessment task or a final grade for a subject consistent with the student's right to appropriate and useful feedback on their performance in an assessment task. A student may also seek further explanation for other academic decisions such as Academic Consideration, Supplementary Assessment or Credit for Prior Learning. If a student is not satisfied with the explanation, or have further concerns, they may have grounds for a formal review. For further information refer to <https://documents.uow.edu.au/about/policy/students/UOW189967.html>

Assessment Quality Cycle

The UOW Assessment Quality Cycle provides a level of assurance that assessment practices across the University are appropriate, consistent and fair. Quality assurance activities are undertaken to support the continuous improvement of assessment and promote good practices in relation to assessment design, marking and review of the subject prior to subsequent delivery.

Academic Integrity

The University's Academic Integrity Policy, faculty handbook and subject guides clearly set out the University's expectation that students submit only their own original work for assessment and avoid plagiarising the work of others or cheating. Re-using any of your own work (either in part or in full) which you have submitted previously for assessment is not permitted without appropriate acknowledgement. Plagiarism can be detected and has led to students being expelled from the University.

The use by students of any website that provides access to essays or other assessment items (sometimes marketed as 'resources'), is extremely unwise. Students who provide an assessment item (or provide access to an assessment item) to others, either directly or indirectly (for example by uploading an assessment item to a website) are considered by the university to be intentionally or recklessly helping other students to cheat. Uploading an assessment task, subject outline or other course materials without express permission of the University is considered academic misconduct and students place themselves at risk of being expelled from the University.

Students should visit the following University website and become familiar with the University's policy on plagiarism <https://www.uow.edu.au/about/policy/UOW058648.html>

Referencing

APA 7 referencing system should, unless otherwise specified for a particular assignment (check Details of Assessment Tasks), be utilised.

The APA Referencing Style is an author-date citation style. It has two main features:

- In-text citations, when you refer to another author's work you must cite your source by providing the last name(s) of the author(s) and the year of publication.
- The reference list which appears at the end of your assignment and includes a full description of each source you have cited, listing them in alphabetical order by the author's last name.

A summary of the APA 7 can be accessed on the Library website at <https://uow.libguides.com/refcite/apa-7>

Section C: General Advice for Students - Policies and Procedures

Student Services and Support

There are a range of services available to students that are provided free of charge. A good place to get to know services that may be of use to you is the Get Started @ UOW web page, accessed here <https://getstarted.uow.edu.au/index.html> or search for "Get Started @ UOW". Services available include:

Service	Link to information about the service
Aboriginal & Torres Strait Islander	https://www.uow.edu.au/wic/about1/index.html?ssSourceSiteId=getstarted
Careers advice	https://www.uow.edu.au/careers/index.html?ssSourceSiteId=getstarted
Counselling	https://www.uow.edu.au/student/counselling/index.html?ssSourceSiteId=getstarted
Student Accessibility and Inclusion (SAI)	https://www.uow.edu.au/student/disability/index.html?ssSourceSiteId=getstarted
Information Tech.	https://www.uow.edu.au/its/index.html?ssSourceSiteId=getstarted
Study Skills	https://www.uow.edu.au/student/learningcoop/index.html?ssSourceSiteId=getstarted

Student Support Adviser (SSA)

If you have a temporary or ongoing issue or a problem that is affecting your study, including issues that are related to belonging to an equity group, then the Student Support Advisers may be able to help. There are Student Support Advisers available to assist students who are studying at all UOW Campuses and in all UOW Faculties. Contact details can be found on the UOW website: <https://www.uow.edu.au/student/services/SSA/contact/index.html>

Student Advocacy Service

The Student Advocacy Service (SAS) is free, confidential and independent service for all UOW students. The SAS provides advocacy and referral for a range of academic, procedural and administrative issues. For more information visit: <https://www.uow.edu.au/student/support-services/advocacy/>

Student Central

Student Central is your primary administrative and information contact during your studies. There are service representatives from Student Service, Accommodation Services, BUPA, Global Student Mobility (Exchange) and Scholarships and Sponsorships.

Our purpose is to ensure students have access to the information they need, at the time they need it. We can help with a wide range of enquiries, some are:

- Applying for academic consideration
- Official documentation requests
- Updating personal details
- Student ID card replacement
- Opal cards and transport
- Education verification
- Fees and charges
- Scholarships and grants
- Digital and printed academic documents
- Overseas health cover
- Studying abroad and exchange

- SOLS password and login help
- Student feedback

Student Central contacts:

Phone	1300 275 869 (1300 ASK UOW) or +61 2 4221 3927
Email	askuow@uow.edu.au
Online	Enquiry Form(https://bps.uow.edu.au/suite/sites/student-enquiry/page/submit-enquiry)

Library Services

To save yourself time and enhance your studies: connect with information specialists and resources anytime, anywhere via Ask Us: <https://www.library.uow.edu.au/ask/index.html> or Google UOW library ask us☐.

Online Ask a Librarian	Ask questions and receive a response within 1 business day (Wollongong time)
In person Book a Librarian	30-minute appointment with a Librarian
Research Consultation Service	1 hour appointment with an information specialist. Available to UOW academics, HDRs, Postgraduate Coursework, Honours and Masters students.
By phone	+61 2 4221 3548

Academic Integrity Policy

Student Advocacy Service

Academic integrity involves upholding ethical standards in all aspects of academic work, including learning, teaching and research. It involves acting with the principles of honesty, fairness, trust and responsibility and requires respect for knowledge and its development. The Policy can be found at: <http://www.uow.edu.au/about/policy/UOW058648.html>

Code of Practice Research

This Code mandates the current policy and best practice relating to procedures for responsible research. The Code can be found at: <http://www.uow.edu.au/about/policy/UOW058663.html>

Code of Practice Honours

This Code sets out the responsibilities of all parties involved in managing students undertaking Honours Programs. The Code can be found at: <http://www.uow.edu.au/about/policy/UOW058661.html>

The Code of Practice Work Integrated Learning (Professional Experience)

The Code of Practice Work Integrated Learning (Professional Experience) sets out what is expected from students, the University and Host Organisations in providing work integrated learning professional experience programs. It applies to professional experience programs that form the whole or part of a subject or course offered at the University. The Code assists in promoting a productive work integrated learning experience for students and in promoting relevant UOW Work Integrated Learning Design Principles. <http://www.uow.edu.au/about/policy/UOW058662.html>

Copyright Policy

The purpose of this Policy is to outline responsibilities and procedures regarding the use of third party copyright material, with the objectives of reducing staff and UOW exposure to the risks associated with the use of third party copyright material, assisting staff to make full legal use of the materials at their disposal by clearly identifying responsibilities and promoting copyright compliance. The Policy can be found at: <http://www.uow.edu.au/about/policy/alphalisting/UOW026670.html>

Course Progress Policy

The Course Progress Policy establishes the requirements, definitions and procedures to be used in determining the standards of acceptable course progress. The Policy can be found at: <http://www.uow.edu.au/about/policy/UOW058679.html>

Examination Rules and Procedures

The UOW rules and procedures outline exam conditions, student conduct in exams, and the procedures for exam management. Further information can found here: <https://www.uow.edu.au/student/exams/>

Ethical or Religious Objection by Students to the Use of Animal and Animal Products in Coursework Subjects

This policy provides a framework for recognition of and responses to students' ethical or religious objection to animal use in coursework subjects at the University of Wollongong. For the purpose of this policy, animal use includes killing of animals in experimental work, dissection of animals that are already dead, use of animal tissues, use of animal-derived products (such as sera). These uses are relevant to teaching and assessment. Further information about this policy can be found here: <http://www.uow.edu.au/about/policy/UOW058708.html>

Coursework Rules

The Coursework Rules (hereafter the Rules) govern the admission, enrolment, progression through, and qualification for a coursework award offered by the University. Further information can be found here: <https://documents.uow.edu.au/about/policy/UOW262890.html>

Human Research Ethics

The Human Research Ethics Committee protects the welfare and rights of the participants in research activities. Further information can be found here: <http://www.uow.edu.au/research/ethics/human/index.html>

Inclusive Language Guidelines

UOW endorses a policy of non-discriminatory language practice in all academic and administrative activities of the University. Further information is available from: <http://www.uow.edu.au/about/policy/alphalisting/UOW140611.html>

Intellectual Property Policy

UOW's Intellectual Property Policy provides guidance on the approach taken to Intellectual Property (IP), including its ownership, protection and exploitation. Further information about the management of IP is available at <http://www.uow.edu.au/about/policy/UOW058689.html>

Review and Appeal of Academic Decisions Policy

UOW aims to provide a transparent and consistent process for resolving a student concern about an academic decision that has affected their academic progress, including a mark or grade. Further information is available at: <http://www.uow.edu.au/about/policy/UOW058653.html>

Student Academic Consideration Policy

The purpose of the Student Academic Consideration Policy is to enable student requests for academic consideration for assessable components of a subject to be evaluated in a fair, reasonable, timely and consistent manner throughout the University. The Policy can be found at:

<http://www.uow.edu.au/about/policy/UOW058721.html>

The Student Charter Your Rights and Responsibilities

The Student Charter is based on principles that guide all members of the University and that promote responsible partnerships within and beyond the University community.

<http://www.uow.edu.au/student/charter/index.html>

Student Assignment of Intellectual Property (IP) Policy

This policy applies to all Students (under-graduate and post-graduate) of the University of Wollongong (UOW). It may also apply to other persons by agreement. This policy sets out the approach taken by UOW in relation to Student assignment of intellectual property. Further information about this policy can be found here:

<http://www.uow.edu.au/about/policy/UOW058690.html>

Student Conduct Rules

These Rules outline the required conduct of students of UOW, and direct staff and students to University Rules, standards, codes, policies, guidelines, procedures and other requirements which specify acceptable and unacceptable student conduct, and the management of alleged student misconduct.

<http://www.uow.edu.au/about/policy/UOW058723.html>

Teaching and Assessment: Assessment and Feedback Policy

The purpose of this Policy is to set out the University of Wollongong's approach to effective learning, teaching and assessment, including the principles and minimum standards underlying teaching and assessment practice.

The Policy can be found at: <http://www.uow.edu.au/about/policy/alphalisting/UOW222905.html>

Teaching and Assessment: Code of Practice - Teaching

This Code is a key document in implementing the University's Teaching and Assessment Policy and sets out the specific responsibilities of parties affected in relation to learning, teaching and assessment, as well as procedures for teaching staff. The Code can be found at: <http://www.uow.edu.au/about/policy/UOW058666.html>

Teaching and Assessment: Subject Delivery Policy

This Policy sets out specific requirements in relation to the delivery of Subjects. The policy can be found at:

<http://www.uow.edu.au/about/policy/alphalisting/UOW222906.html>

Workplace Health & Safety Policy

The Workplace Health and Safety (WHS) unit at UOW aims to provide structures, system and support to ensure the health, safety and welfare of all at the campus. Further information is available from:

<https://www.uow.edu.au/about/policy/alphalisting/UOW016894.html>