Faculty of Science, Medicine and Health
School of Earth, Atmospheric and Life Sciences

UNIVERSITY OF WOLLONGONG AUSTRALIA

BIOL240: Biodiversity of Marine and Freshwater Organisms

Subject Outline
6 credit points

Subject Information

Autumn, 2023, Wollongong
On Campus

Flexible Delivery A combination of online and on-campus or location based components where the on-campus/location component is compulsory

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

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Teaching Staff Additional Information

Teaching staff information where not currently available, will be made available during the start of session.

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

Copyright Regulations 1969

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

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Section A: General Information

Learning Outcomes

Subject Learning Outcomes

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

1. skills in identifying aquatic plants and animals, evaluating their phylogenetic relationships
2. skills in quantifying morphological characteristics and evolutionary processes,
3. an ability to communicate through written and oral reports

Subject Description

Introduction to biodiversity in aquatic ecosystems; including algae, plants, invertebrates and vertebrates. Quantification and importance of biological diversity. Human impacts on natural systems and the loss of biodiversity. Making and curating a collection of selected groups of organisms. Please note that this subject may involve animal dissections. While direct participation is not mandatory, all students will be examined on the material.

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, practicals, fieldwork or simulated fieldwork activities. Before commencing these activities you are to ensure that you understand specific procedures and policy related to safety.

- Before commencing lab/practical/fieldwork activity you are to ensure that you understand specific procedures and policy related to safety.
- You may need to review a Risk Assessment and complete a Participant Acknowledgement form before commencing any fieldwork/practical work. These materials will be made available by the 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.

- For subjects including field trips, attendance on field excursions may be denied to students who do not abide by these and other conditions which may be specified by the Subject Coordinator.
- For subjects including field trips, students may be required to contribute to transport costs associated with the provision of field trips that form part of the course of study.

EMBEDDED Work Integrated Learning

This subject contains elements of 'Embedded WIL'. Students in this subject will experience activities that relate to or simulate professional practice as part of their learning.

Additional Subject Details

Lecture Recordings

The University of Wollongong supports the recording of lectures 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 you can only do so with the explicit permission of the lecturer and those people who are also being recorded.
You may only use recorded lectures, 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.
All lectures in this subject will be recorded, when they are scheduled in venues that are equipped with ECHO360 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), therefore the University further advises students that:

- Lecture recordings are made available to students, university staff, and affiliates, securely on the university's Echo360 ALP (Active Learning Platform) via the eLearning platform Moodle;
- 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 two years.

If you believe your personal information has been collected in a recorded lecture you can approach your Subject Coordinator and ask to view this information. If your personal information has been collected and you do not want it used or stored you can request the recording be edited.
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/

Ethical Objection to the Use of Animal and Animal Products

In order to achieve specific learning objectives, the use of animals, animal tissues, and or animal-derived products (such as sera) is inherent and unavoidable. Students with conscientious objections to this use should not enrol in this subject.
Students who intend to avoid a particular learning activity on the basis of conscientious objection should notify the subject coordinator in writing as soon as possible and not later than the end of Week 1 of the session.
Students who do not participate in a particular learning activity are required to complete an alternative exercise (a CD-ROM is available) or attend the practical and "observe". The material involved is examinable and the prac must be written up and completed in your work

Laboratory Safety Guidelines

The rules below are general rules that are required in laboratories.

- Before commencing your project you are to ensure that you understand specific procedures for the laboratory in which you work.
- You will need to fill out a risk assessment form before commencing any experiments (confer with your laboratory supervisor).
- 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.

Minimum Student Attendance and Participation

It is expected that students will allocate 12 hours per week to this subject, including any required class attendance, completion of prescribed readings and assessment tasks.
Student attendance at tutorials, practicals, seminars and/or simulations is compulsory and students must attend at least 100% of classes. Absences will require the submission of an application for Academic Consideration via SOLS and the presentation of suitable documentation, for example a Medical Certificate, 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

Scaling

Scaling may occur in this subject as determined at the end of session by the Unit Assessment Committee and/or Faculty Assessment Committee (FAC). Marks will only be scaled to ensure fairness/parity of marking across groups of students. Scaling will not affect any individual student's rank order within their cohort. For more information refer to Assessment Guidelines – Scaling: http://www.uow.edu.au/about/policy/UOW039331.html

Late Submission

Late submission of an assessment task without an approved extension of the deadline is not acceptable. If you are unable to submit an assessment due to extenuating circumstances (e.g. medical grounds or compassionate grounds), you can make an application of academic consideration. Not all circumstances qualify for academic consideration. For further details about applying for academic consideration visit the Student Central webpage: http://www.uow.edu.au/student/central/academicconsideration/index.html

Late Submission Penalty – at 10%

Late submission of an assessment task without an approved extension of the deadline is not acceptable. Marks will be deducted for late submission at the rate of 10% of the total possible marks for that particular assessment task per day. This means that if a piece of work is marked out of 100, then the late penalty will be 10 marks per day (10% of 100 possible marks per day). The formula for calculating the late penalty is the total possible marks x 0.10 x number of days late. For the purposes of this policy a weekend (Saturday and Sunday) will be regarded as two days.
For example:

- Student A submits an assessment which is marked out of 100. The assessment is submitted 4 days late. This means that a late penalty of 40 marks will apply (100 x 0.10 x 4). The assessment is marked as per normal out of 100 and is given a mark of 85/100, and then the late penalty is applied. The result is that the student receives a final mark of 45/100 for the assessment (85 (original mark) – 40 marks (late penalty) = 45/100 (final mark)).
- Student B submits a report which is marked out of 20. The report is submitted three days late. This means that a late penalty of 6 marks will apply ((20 x 0.10 x 3). The report is marked as per normal out of 20 and is given a mark of 15/20, and then the late penalty is applied. The result is that the student

receives a final mark of 9/20 for the report (15 (original mark) – 6 marks (late penalty) = 9/20 (final mark)).

No marks will be awarded for work submitted after the assessment has been returned to the students (except where a particular assessment task is undertaken by students at different times throughout the session, but where the assessment is based on experiments or case studies specific to a student). Notwithstanding this, students must complete all assessment tasks to a satisfactory standard and submit them, regardless of lateness or loss of marks, where submission is a condition of satisfactorily completing the subject.

Academic Consideration

If you believe that your submission of, performance in or attendance at an assessment activity, including an examination, has been affected on compassionate grounds, by illness or by other serious extenuating circumstances beyond your control, you can apply for academic consideration in Student On Line Services (SOLS). Do not assume that an application for academic consideration will be automatically granted. For more information please refer to the Student Academic Consideration Policy at:
http://www.uow.edu.au/about/policy/UOW058721.html
In some circumstances you may be offered a deferred exam. For more information about Deferred and Supplementary Exams refer to:http://www.uow.edu.au/student/exams/aboutsupp/index.html

Review and Appeal of Academic Decisions Policy

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. Refer to the Review and Appeal of Academic Decisions Policy (http://www.uow.edu.au/about/policy/UOW058653.html) for further information

Supplementary Assessments

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 precise form of supplementary assessment will be determined at the time the offer of a supplementary assessment is made.
Students can log on to SOLS and click on the link titled "Supplementary Assessment" to view any applicable offers or use the following link; http://www.uow.edu.au/student/exams/suppassess/index.html

System of Referencing Used for Written Work

The Author-Date (Harvard) referencing system should, unless otherwise specified for a particular assessment (check Details of Assessment Tasks), be utilised. A summary of the Harvard system can be accessed on the Library website at: http://uow.libguides.com/refcite

Submission of Assessments

Refer to the submission requirements under the details of the individual assessments. Students should ensure that they receive a receipt acknowledging submission. Students will be required to produce this in the event that an assessment task is considered to be lost. Students are also expected to keep a copy of all their submitted assessments in the event that re-submission is required.

Assessment Return

Students will be notified when they can collect or view their marked assessment. In accordance with University Policy marked assessments will usually only be held for 21 days after the declaration of marks for that assessment.

Retention of Submitted Work

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.

Major Text(s)

Prescribed Readings (includes eReadings)

The following readings are prescribed for this subject, but students are not expected to purchase these. They are available to students through the library on the subjects eLearning site.

- Brusca, Moore & Shuster (2016). Invertebrates. 3rd Edition. Sinauer Associates Inc., Publishers Sunderland, MA, USA.
- Pough et al. (2009) Vertebrate Life 8th ed. Pearson. San Francisco.
- Castro P & ME Huber (2010) Marine Biology. 8th ed. McGraw Hill, New York.
- Pechenik J (2007) A short guide to writing about Biology. 6th ed. Pearson/Longman, New York.

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

The following references complement the prescribed readings and textbooks:

- Ruppert et al. (2004) Invertebrate zoology: a functional evolutionary approach. 7th ed. Thomson – Brooks/ Cole, Southbank, Victoria.
- Brusca, Moore & Shuster (2016). Invertebrates. 3rd Edition. Sinauer Associates Inc., Publishers Sunderland, MA, USA.
- Bertness et al. (2001) Marine Community Ecology. 1st ed. Sinauer Associates, Inc. Sunderland, Massachusetts.
- Connell & Gillanders (2007) Marine Ecology. 1st ed. Oxford University Press, Melbourne.
- Edgar (2008) Australian Marine Life: the plants and animals of temperate waters. 2nd ed. New Holland Publishers, Sydney.

Recommended readings are not intended as an exhaustive list, students should use the Library catalogue and databases to locate additional resources.

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

Additional Materials

Materials

Pens
UOW approved calculator
A4 note pad
Laboratory coat
Pencils
Ruler
Rubber
Dissection equipment (if available)

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
	10 Apr 2023	**Mid-Session Recess**
	05 Jun 2023	**Study Recess**
	10 Jun 2023	**Examinations**
	17 Jun 2023	**Examinations**

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

Additional Lecture Comments

Please see Moodle site for Timetable of Topics (includes lectures, practicals and tutorials)

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/

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.

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	Report	8%
Assessment 2	Quiz	10%
Assessment 3	Report	12%
Assessment 4	Presentation	10%
Assessment 5	Exam	20%
Assessment 6	Exam	40%
	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: Report - Freshwater Biodiversity

Marking Criteria	The marking criteria for this assessment task are available in eLearning
Length	Up to 500 word description of drawings
Weighting	8%
Assessment Due	Week 5
Type of Collaboration	Individual assessment
Style and format	Fieldwork Assignment
Assessment submission	Specimen drawings and Moodle quiz
Assessment return	Within 21 days of due date
Detailed information	Peer review of insect drawings and Moodle quiz

Assessment 2: Quiz - Mid-session Quiz

Marking Criteria	The marking criteria for this assessment task are available in eLearning
Length	N/A
Weighting	10%
Assessment Due	Week 7 (during prac)
Type of Collaboration	Individual assessment
Style and format	Written theory test
Assessment submission	Online via Moodle quiz in lab
Assessment return	Within 21 days of due date
Detailed information	This exam will cover topics covered in weeks 1-7, it will consist of multiple choice questions and/or short answer questions

Assessment 3: Report - Rocky Shore Biodiversity Assignment

Marking Criteria	The marking criteria for this assessment task are available in eLearning
Length	Max 3000 words
Weighting	12%
Assessment Due	Week 9
Type of Collaboration	Individual assessment
Style and format	Fieldwork Assignment
Assessment submission	Submit an electronic copy of your assessment via upload to eLearning This assessment has been set up to be checked by Turnitin, a tool which helps you check whether you have referenced correctly. You can submit your assessment task to Turnitin prior to the due date and Turnitin will give you an originality report. You may then make any changes that may be required and resubmit your final version by the due date.
Assessment return	Within 21 days of due date
Detailed information	Written report in style of journal article detailing the Introduction, methods, results and discussion sections involved in the field sampling and subsequent analysis of data collected in practicals week 7 and 8.

Assessment 4: Presentation - Group Presentation

Marking Criteria	The marking criteria for this assessment task are available in eLearning
Length	3 mins
Weighting	10%
Assessment Due	Weeks 3-13
Type of Collaboration	Group work
Style and format	Group presentation
Assessment submission	Presentations will be conducted live in person and assessed by peers and class tutor
Assessment return	Within 21 days of due date
Detailed information	Groups of students will work together to generate individual oral presentations on a selected journal article of choice, and present those oral presentations to the rest of the class for discussion. Each student will present for 3 minutes, and work in groups of 4. Talks will be assessed based on quality of the presentation and scientific content.

Assessment 5: Exam - Final Practical Exam

Marking Criteria	The marking criteria for this assessment task are available in eLearning
Length	1.5 hours
Weighting	20%
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	Final exam

Detailed information	Final practical exam designed to assess knowledge from the practical aspects of the subject. The exam will cover topics throughout the entire subject and will consist of short answer questions. Each question will be worth 10 marks and can relate to specimens provided or involved calculations.

Assessment 6: Exam - Final Theory Exam

Marking Criteria	The marking criteria for this assessment task are available in eLearning
Length	3 hours
Weighting	40%
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	Final exam
Detailed information	Final theory exam designed to assess knowledge from the lecture components of the subject. The exam will cover topics throughout the entire subject and will consist of short answer questions and essay style questions. Each short answer question will be worth 10 marks and each essay style question will be worth 25 marks.

Additional Assessment Information

Details of Assessment Tasks

Assessment tasks will be marked using explicit criteria that will be provided to students prior to submission.

Assessment 1	Freshwater Biodiversity
Due Date	Drawings and moodle quiz to be completed week 5
Weighting	8%
Submission	Specimen drawings and moodle quiz
Type of Collaboration	Individual Assessment
Length	Up to 500 word description of drawings
Details	Peer review of insect drawings and moodle quiz
Style and format	Fieldwork Assignment
Turnitin	N/A
Subject Learning Outcomes	1,2,3
Marking Criteria	The marking criteria for this assessment task are available in eLearning

Assessment 2	Mid-session Quiz
Due Date	Week 7 (during prac slot)
Weighting	10%
Submission	Online via moodle quiz during prac slot
Type of Collaboration	Individual Assessment
Length	N/A

Details	This exam will cover topics covered in the first half of session, it will consist of multiple choice questions only
Style and format	Multiple choice theory test
Subject Learning Outcomes	1,2
Marking Criteria	The marking criteria for this assessment task are available in eLearning

Assessment 3	Rocky Shore Biodiversity Assignment
Due Date	Week 9
Weighting	12%
Submission	Submit an electronic copy of your assessment via upload to eLearning
Type of Collaboration	Individual Assessment
Length	Max 1500 words
Details	Written report in style of journal article detailing the methods and results sections involved in the field sampling and subsequent analysis of data collected in rocky shore practicals.
Style and format	Fieldwork Assignment
Turnitin	This assessment task has been set up to be checked by Turnitin, a tool for checking if it has unreferenced content. You can submit your assessment task to Turnitin prior to the due date and Turnitin will give you an originality report. You can then make any changes that may be required and re-submit you final version by the due date.”
Subject Learning Outcomes	1,2,3
Marking Criteria	The marking criteria for this assessment task are available in eLearning

Assessment 4	Group Presentation
Due Date	Weeks 3 - 13 during tutorial slot
Weighting	10%
Submission	Presentations will be conducted live in person and assessed by peers and class tutor
Type of Collaboration	Group Project
Length	3 mins
Details	Groups of students will work together to generate individual oral presentations on a selected journal article of choice, and present those oral presentations to the rest of the class for discussion. Each student will present for 3 minutes, and work in groups of 4. Talks will be assessed based on quality of the presentation and scientific content.
Style and format	Group Presentation
Subject Learning Outcomes	3
Marking Criteria	The marking criteria for this assessment task are available in eLearning

Assessment 5	Final Practical Exam
Due Date	Exam period
Weighting	20%

Submission	In person (TBA)
Type of Collaboration	Individual Assessment
Length	1.5 hours
Details	Final practical exam designed to assess knowledge from the practical aspects of the subject. The exam will cover topics throughout the entire subject and will consist of short answer questions. Each question will be worth 10 marks and can relate to specimens provided or involved calculations.
Style and format	Final exam
Subject Learning Outcomes	1,2
Marking Criteria	The marking criteria for this assessment task are available in eLearning

Assessment 6	Final Theory Exam
Due Date	Exam period
Weighting	40%
Submission	In person (TBA)
Type of Collaboration	Individual Assessment
Length	3 hours
Details	Final theory exam designed to assess knowledge from the lecture components of the subject. The exam will cover topics throughout the entire subject and will consist of short answer questions and essay style questions. Each short answer question will be worth 10 marks and each essay style question will be worth 25 marks.
Style and format	Final exam
Subject Learning Outcomes	1,2
Marking Criteria	The marking criteria for this assessment task are available in eLearning

Minimum Requirements to Pass this Subject

To receive a clear pass in this subject a total mark of 50% or more must be achieved. In addition, failure to meet any of the minimum performance requirements is grounds for awarding a Technical Fail (TF) in the subject, even where total marks accumulated are greater than 50%.
The minimum performance requirements for this subject are:

- Achieve a minimum mark of 45% in the exam component of the subject (theory and prac components combined) to pass the subject.

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					
	Freshwater Biodiversity	Mid-session Quiz	Rocky Shore Biodiversity Assignment	Group Presentation	Final Practical Exam	Final Theory Exam
	(8%)	*(10%)*	*(12%)*	*(10%)*	*(20%)*	*(40%)*
skills in identifying aquatic plants and animals, evaluating their phylogenetic relationships	✓		✓		✓	✓
skills in quantifying morphological characteristics and evolutionary processes,	✓		✓		✓	✓
an ability to communicate through written and oral reports		✓	✓	✓	✓	✓

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