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## **HAS 942: Major Project**

### **Subject Outline**

24 credit points

### **Subject Information**

**Autumn, 2026,**

Wollongong, Flexible

UOW Online Wollongong, Distance

**Dual Delivery** This subject is delivered with both on-campus and Online/Distance learning options. Any student may enrol in this subject, provided they have met subject pre-requisite requirements.

Subjects with a delivery mode of On Campus and/or Flexible with International Student enrolments will be delivered in accordance with the ESOS National Code. That is, online learning experiences (such as lectures, tuition, and resources) will be supplementary to in-person learning experiences such as scheduled classes and/or scheduled contact hours.

*UOW may need to modify teaching locations, teaching delivery, and assessment delivery at short notice in response to unforeseen circumstances such as health or environmental factors.*

For up-to-date information please refer to your subject's Moodle site.

### **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, laboratory and/or field work 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/>

Within many of our courses, attending a workplace experience or clinical placement is an exciting part of your course program. Whilst integral to your learning, these health-related placements also let you experience what it's like to work as a professional in real-life workplace settings. More information about requirements for Health Placements is available on our webpage: <https://www.uow.edu.au/student/health-placements/>

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## Teaching Staff

<b>Teaching Role</b>	Coordinator
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## 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 ([Student Conduct Rules](#)).

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).

### Guiding Communication Principles for Students

**Moodle** Announcements will be the primary platform for communication of general information to students

- Students should ensure they regularly check the main announcements forum at the top of each subject's Moodle site. Information distributed via a Moodle Announcement MAY not be duplicated on any other forum on the Moodle site.
- Moodle Discussion forums pertinent to specific assignments will be used but will not replace or be used for overarching subject announcements.
  - Assignment discussion forums for specific assignments will be clearly labelled in the forum description to identify the purpose of the forum (e.g. 'Please ask any questions you have about Assessment Task 1 in this discussion forum') - students should check and ask any assignment questions on these forums and not through email.
  - The Moodle assignment discussion forums should always be used in the first instance when inquiring about assessment tasks.
- It is the student's responsibility to check all subject Moodle sites regularly for information and notifications.

**SOLS messages** will be used for all central communication relating to the following:

- Administrative matters relating to student enrolment
- Critical information relating to course or subject, e.g. Changes to assignments, policy updates, class cancellations or changes
- Timetable information
- Security and emergency information
- Students are encouraged to check SOLS messages daily as these messages are often of high priority

SOLS and Moodle announcements can NOT be responded to.

### Appropriate Online Behaviour

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](#).

# 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. Design a small research project under supervision
2. Write a research proposal
3. Demonstrate an understanding of research integrity and ethics
4. Demonstrate the ability to effectively search the relevant literature and retrieve information from a variety of sources
5. Critically analyse and evaluate the relevant literature
6. Demonstrate the ability to structure arguments and communicate knowledge in oral and written formats
7. Effectively communicate research findings and conclusions, their implications, and contribution to knowledge

### Subject Description

The aim of this subject is to support students to design and conduct a small research project under supervision. The project should be designed and conducted with the primary support of with a UOW academic supervisor. Recommended project options include but are not limited to:

- conducting additional research as part of an existing empirical study with existing ethics approval
- Analysis of existing publicly available secondary data e.g. AIHW data, ABS census data
- Conduct of critical review of literature (e.g. scoping review, systematic review or meta-analysis)
- an evaluation of an existing service or program
- exploratory research addressing a knowledge gap in critical areas of public health.

All students will write a project proposal, retrieve related literature or collect data (empirical), critically analyse data and/or relevant literature, and write a final report.

Students will also present their work to a School seminar. Approval from the University Human Research Ethics Committee will be required if the project involves human participants.

### 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](#).

## 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.

- All first year students undertaking Chemistry (CHEM101/102/104/105) must complete the Moodle WHS Induction (see the subject Moodle site for more 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 (Access Plans) 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.

### **APPLIED Work Integrated Learning**

This subject has 'Applied WIL'. Students in this subject will experience both coursework and a work-related opportunity that typically includes interaction and feedback with industry professionals.

### **Additional Subject Details**

Nil

### **Using Generative Artificial Intelligence (GenAI)**

UOW is committed to embracing gen AI as a tool to enhance learning and development of important digital and work-readiness skills.

Your subject coordinator will provide specific guidance on the use of gen AI in your assessment tasks via your Subject Outline and/or your subject Moodle site. If gen AI use is permitted, it should be used thoughtfully, critically, and in ways that support your own learning.

Guidance on appropriate use of AI in assessments, including how to [acknowledge GenAI](#) can be found on the [Using Generative Artificial Intelligence in Assessment website](#)

You are responsible for all work you submit, and ethical use of gen AI is an important part of maintaining academic integrity. Misuse or unauthorised use may breach the [Academic Integrity Policy](#).

### **Major Text(s)**

You are **not** required to purchase a text book, however, students new to applied research and/or project management may find the below books useful. These books are available via UOW library.

Badiru, A.B.; Rusnock, C.F. & Vhance V. V. (2016) *Project Management for Research : A Guide for Graduate Students*. Boca Raton, FL: CRC Press. Available online through library

Bell, J. (2018) *Doing your Research Project: A guide for first-time researchers*. 6<sup>th</sup> edn. Maidenhead, Berkshire: OUP Press. Available online through library

Bryman, A. (2016) *Social Research Methods*. Oxford: Oxford University Press. (Wollongong Library)

Chilisa, B. (2012) *Indigenous Research Methodologies*. Thousand Oaks, CA: Sage Publishing. Wollongong Library

Liamputtong, P. (2010) *Performing Qualitative Cross-Cultural Research*. Cambridge: Cambridge University Press. Available online through library

O'Leary, Z. (2014) *The Essential Guide to Doing Research*. London: Sage. Wollongong Library (2004 edition available online)

Tuhiwai Smith, L. (2021) *Decolonizing Methodologies: Research and Indigenous Peoples*. London & NY: Zed Books. Available online through library

Walter, M 2019. *Social Research Methods*, Fourth Edition, 9780190310103. Oxford University Press, Docklands, Australia.

## Recommended Readings and Other Resources

Further recommended readings will be available on the Moodle site

## Lectures, Tutorials and Attendance Requirements

### Lecture Times \*

*UOW may need to modify teaching locations, teaching delivery, and assessment delivery at short notice in response to unforeseen circumstances such as health or environmental factors.*

For up-to-date information please refer to your subject's Moodle site.

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	Readings
1	02 Mar 2026	Introducing the subject Getting started: Identifying a research topic	O'Leary, Z. (2014) <i>The Essential Guide to Doing Research</i> . London: Sage. Chapter 1 Taking the Leap into the Research World Chapter 3 Developing Your Research Question
1	02 Mar 2026	Applied ethics	National Statement on Ethical Conduct in Human Research 2007 (updated 2018) Available from: <a href="https://www.nhmrc.gov.au/about-us/publications/national-statement-ethical-conduct-human-research-2007-updated-2018#block-views-block-file-attachments-content-block-1">https://www.nhmrc.gov.au/about-us/publications/national-statement-ethical-conduct-human-research-2007-updated-2018#block-views-block-file-attachments-content-block-1</a>  Ethical conduct in research with Aboriginal and Torres Strait Islander Peoples and communities. 2018 Available from: <a href="https://www.nhmrc.gov.au/about-us/resources/ethical-conduct-research-aboriginal-and-torres-strait-islander-peoples-and-communities#block-views-block-file-attachments-content-block-1">https://www.nhmrc.gov.au/about-us/resources/ethical-conduct-research-aboriginal-and-torres-strait-islander-peoples-and-communities#block-views-block-file-attachments-content-block-1</a>
2	09 Mar 2026	Getting started: research approaches	Bryman, A. (2016) <i>Social Research Methods</i> . Oxford: Oxford University Press. Chapter 3 Research Designs Lewis, J. & McNaughton Nicholls, C. (2014) <i>Design Issues</i> . In J. Ritchie (eds) <i>Qualitative Research Practice</i> . London: Sage. Chapter 3 Design Issues
3	16 Mar 2026	Ethical principles in research	Dickson-Swift, V.; James, E.L. Kippen, S. & Liamputtong, P. (2007) 'Doing sensitive research: what challenges do qualitative researchers face?', <i>Qualitative Research</i> , 7 (3), pp. 327-353. Guillemin, M. & Gillam, L. (2004) 'Ethics, Reflexivity, and "Ethically Important Moments" in Research', <i>Qualitative Inquiry</i> , 10 (2) pp 261-280. Mittelstadt, Brent Daniel, and Luciano Floridi. 2016. "The Ethics of Big Data: Current and Foreseeable Issues in Biomedical Contexts." <i>Science and Engineering Ethics</i> , 22(2): 303-341.
	20 Apr 2026	<b>Mid-Session Recess</b>	
	08 Jun 2026	<b>Study Recess</b>	

	13 Jun 2026	<b>Examinations</b>
	20 Jun 2026	<b>Examinations</b>

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

### Additional Lecture Comments

Note, this subject runs various instances with students in different phases of their research project. Online workshops will be held via zoom on Thursdays every second week between 11.30am and 1.30pm (Weeks 1, 3, 5, 7, 9, 11 and 13). Research training is self-directed using the online Moodle material.

You are expected to work with your supervisors to address any project specific research training needs.

The week 11 workshop will include presentations from students submitting their project report.

<b>Workshop Topic</b>	<b>Week</b>	<b>Required readings</b>
<b>Lecture content week 1-4</b>	Autumn 1-4	This module is self-paced learning, delivered via Moodle online activities and supported by pre-recorded content, discussion forum activities and regular meetings with the subject coordinator. It is expected that Module 1 is completed over the first 4 weeks of the semester.

You must attend the following workshops in Autumn (Week 3, 5, 9, 11). Other scheduled workshops are optional but you are encouraged to join. More details will be provided in Moodle.

<b>Module 2 Workshops</b> <b><u>All</u> enrolled students must attend these 4 workshops.*</b>	Workshops take place via zoom. Pre workshop activities and workbooks will be available on the Moodle site prior to each workshop.
Introductions and projects discussion	Autumn Week 3 19 Mar 2026
Project progress and proposal presentations	Autumn Week 5 02 April 2026
Researcher reflections	Autumn Week 9 07 May 2026
Findings presentations (assessment 2 for Annual 2025/26 and Autumn 2026 students)	Autumn Week 11 21 May 2026

\* If you cannot attend these workshops, please let the subject coordinator know by week 2 (Autumn).

### Recording of Teaching and Learning Activities

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 - Recording of Teaching and Learning

In accordance with the Student Privacy & Disclosure Statement, and Lecture Recording Procedures 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 via the Learning Platform;
- 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;

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 your class times and locations can be found at <https://www.uow.edu.au/student/timetables/index.html>. Please note that class 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	02 Mar 2026	Workshop 1: Welcome and introduction to subject	<b>Optional session to discuss individual project</b> 05 Mar 2026, 11.30am-1.30pm, Zoom link will be available on Moodle No prescribed readings
3	16 Mar 2026	Workshop 2: Introductions and Project progress	<b>Mandatory workshop</b> 19 Mar 2026, 11.30am-1.30pm, Zoom link will be available on Moodle  Reading: Attia, M. & Edge, J. (2017) Be(com)ing a reflexive researcher: a developmental approach to research methodology, Open Review of Educational Research, 4 (1), 33-45
5	30 Mar 2026	Workshop 3: Project progress and proposal presentations	<b>Mandatory workshop</b> 02 Apr 2026, 11.30am-1.30pm, Zoom link will be available on Moodle

			Readings: Debra King, Wendy Bastalich, Cassandra Loeser and Deborah Churchman. University of South Australia. Preparing an oral presentation for an academic audience. Available to view at: <a href="https://lo.unisa.edu.au/mod/page/view.php?id=489318">https://lo.unisa.edu.au/mod/page/view.php?id=489318</a> Mellor, M. (2001) Messy method: the unfolding story, <i>Educational Action Research</i> , 9:3, pp. 465-484
7	13 Apr 2026	Workshop 4: Drop in session	<b>Optional session to discuss individual project</b> 16 Apr 2026, 11.30am-1.30pm, Zoom link will be available on Moodle No prescribed readings
	20 Apr 2026	<b>Mid-Session Recess</b>	
9	04 May 2026	Workshop 5: Drop in session	<b>Optional session to discuss individual project</b> 07 May 2026, 11.30am-1.30pm, Zoom link will be available on Moodle No prescribed readings
11	18 May 2026	Workshop 6: Findings presentations	<b>Mandatory workshop</b> Assessment 2 for Annual 2025/26 and Autumn 2026 students 21 May 2026, 11.30am-1.30pm, Zoom link will be available on Moodle No prescribed readings
13	01 Jun 2026	Workshop 7: Drop in session	<b>Optional session to discuss individual project</b> 13 May 2026, 11.30am-1.30pm, Zoom link will be available on Moodle No prescribed readings
	08 Jun 2026	<b>Study Recess</b>	
	13 Jun 2026	<b>Examinations</b>	
	20 Jun 2026	<b>Examinations</b>	

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 and takes into consideration student feedback from many sources including, direct student feedback to tutors and lecturers and responses to the Subject and Course Evaluation Surveys. Feedback is also used to inform comprehensive reviews of subjects and courses.

Subject content updated with 2026 relevant links.

## 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 for students identified who may be in need of assistance. 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/privacy/>

## Section B: Assessment

### Assessment Summary

Assessment Item	Form of Assessment	%
Assessment 1	Proposal	20%
Assessment 2	Presentation	20%
Assessment 3	Report	60%
	<b>TOTAL MARKS</b>	100%

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

### Assessment 1: Proposal - Written research proposal

<b>Marking Criteria</b>	<p>Specific criteria will be provided in Moodle. Examples of marking criteria may include:</p> <ul style="list-style-type: none"> <li>• Does the proposal clearly articulate feasible and appropriate research aims, questions/hypotheses?</li> <li>• Does the research background make a good case for the relevance and significance of the proposed research?</li> <li>• Is the research design (including chosen methodology, recruitment, sampling, methods of data collection and analysis (as applicable)) appropriate for the project?</li> <li>• Have the benefits and limitations of the research design been discussed in relation to methodological literature?</li> <li>• Have relevant ethical requirements and issues relating to the research topic and design been articulated, assessed and strategies for mitigation discussed?</li> <li>• Is the proposal well written and accurately referenced using the Harvard referencing system?</li> </ul>
<b>Length</b>	1500 words, excluding references and appendices. (+/- 10% for length of written assessments)
<b>Weighting</b>	20%
<b>Assessment Due</b>	10 Apr 2026 (Friday in Session Week 6) Final submission time: 11:30pm
<b>Type of Collaboration</b>	Individual assessment
<b>Style and format</b>	Further details provided on Moodle eLearning site
<b>Generative AI use</b>	The use of Generative Artificial Intelligence (GenAI) tools is permitted for this assessment. However, specific guidelines apply to how these tools may be used. Refer to the subject's Moodle site for detailed instructions on the acceptable and appropriate use of GenAI in this task.
<b>Assessment submission</b>	<p>Online via Moodle</p> <p>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 your final version by the due date.</p>
<b>Assessment return</b>	Within 15 working days of submission date.
<b>Detailed information</b>	Write a research proposal outlining details of the proposed research project to be undertaken. Further details are provided on Moodle eLearning site.

## Assessment 2: Presentation - Presentation on major findings from the research

<b>Marking Criteria</b>	<p>Specific criteria will be provided in Moodle. Examples of marking criteria may include:</p> <ul style="list-style-type: none"> <li>• Does the presentation clearly introduce the topic and articulate the research aims, questions/hypotheses?</li> <li>• Does the presentation concisely establish the research design?</li> <li>• Does the presentation describe major findings arising from the research?</li> <li>• Does the presentation discuss the significance and implications of these findings?</li> <li>• Is the presentation engaging, clear to a non-topic expert audience and delivered by the 15 minute time parameter.</li> </ul>
<b>Length</b>	15 minutes plus 5 minutes for questions
<b>Weighting</b>	20%
<b>Assessment Due</b>	18 May 2026 (In workshop in Session Week 11)
<b>Type of Collaboration</b>	Individual assessment
<b>Style and format</b>	Further details provided on Moodle eLearning site Presentation slides to be submitted to the Moodle site by 9.00am on the morning of the workshop.
<b>Generative AI use</b>	The use of Generative Artificial Intelligence (GenAI) tools is permitted for this assessment. However, specific guidelines apply to how these tools may be used. Refer to the subject's Moodle site for detailed instructions on the acceptable and appropriate use of GenAI in this task.
<b>Assessment submission</b>	Further details provided on Moodle eLearning site
<b>Assessment return</b>	Within 15 working days of submission date
<b>Detailed information</b>	Further details provided on Moodle eLearning site

## Assessment 3: Report - Written research report

<b>Marking Criteria</b>	<p>Specific criteria will be provided in Moodle. Examples of marking criteria may include:</p> <ul style="list-style-type: none"> <li>• Does the report clearly articulate research aims, questions/hypotheses?</li> <li>• Does the research background make a strong case for the relevance and significance of the proposed research using relevant policy and literature?</li> <li>• Does the literature review critically engage with relevant fields of extant knowledge?</li> <li>• Is the research design (including chosen methodology, recruitment, sampling, methods of data collection and analysis (as applicable)) clearly described and critiqued, and appropriate to the project?</li> <li>• Is the research compliant with relevant ethics requirements, have ethical issues been clearly described?</li> <li>• Are the research findings described, evidenced and discussed?</li> <li>• Are the implications of the research discussed (e.g. for policy/practice/further research, as relevant)?</li> <li>• Is the report well written and accurately referenced using the Harvard referencing system?</li> </ul>
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<b>Length</b>	8000-10,000 words, excluding references and appendices. (+/- 10% for length of written assessments)
<b>Weighting</b>	60%
<b>Assessment Due</b>	05 Jun 2026 (Friday in Session Week 13) Final submission time: 11:30pm
<b>Type of Collaboration</b>	Individual assessment
<b>Style and format</b>	Further details provided on Moodle eLearning site
<b>Generative AI use</b>	The use of Generative Artificial Intelligence (GenAI) tools is permitted for this assessment. However, specific guidelines apply to how these tools may be used. Refer to the subject's Moodle site for detailed instructions on the acceptable and appropriate use of GenAI in this task.
<b>Assessment submission</b>	Online via Moodle  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 your final version by the due date.
<b>Assessment return</b>	After the release of results for Autumn 2026 semester.
<b>Detailed information</b>	Further details provided on Moodle eLearning site

## Minimum Requirements to Pass this Subject

Students must attempt all assessments.

### Hurdle Assessment

Subjects may include a hurdle assessment. A hurdle assessment is an assessment that requires a minimum level of performance as a condition for passing the subject. Examples include, achievement of a pass grade or above in a skills-based assessment or final examination. Hurdle assessments are applied to subjects to ensure students:

1. meet learning outcomes
2. demonstrate you can complete a task safely and/or meet professional standards.

For more on hurdle assessments see the Assessment and Feedback Policy [Section 8: Hurdle Assessments \(50-51-52\)](#).

Failure to meet a hurdle assessment requirement may constitute grounds for the award of a Technical Fail (TF) grade in this subject.

Should this subject contain a hurdle assessment, it will be stated under the specific assessment in Section B: Assessments.

### 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: [Teaching and Assessment: Assessment and Feedback Policy](#)

## Assessment Learning Outcome Matrix

Learning Outcomes	Measures - Assessment weighting		
	Written research proposal  (20%)	Presentation on major findings from the research  (20%)	Written research report  (60%)
Design a small research project under supervision	✓		✓
Write a research proposal	✓		
Demonstrate an understanding of research integrity and ethics	✓		✓
Demonstrate the ability to effectively search the relevant literature and retrieve information from a variety of sources	✓		✓
Critically analyse and evaluate the relevant literature	✓		✓
Demonstrate the ability to structure arguments and communicate knowledge in oral and written formats	✓	✓	✓
Effectively communicate research findings and conclusions, their implications, and contribution to knowledge		✓	✓

### 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 an extension of time to submit an assessment task, deferred exam or exemption of a compulsory attendance requirement, must apply using Academic Consideration through SOLS. Students must apply before, or on the assessment/s due date and where evidence is required, students must provide evidence no later than three working days after the assessable item's due date for their request to be considered. **For information on the Academic Consideration Policy, eligibility requirements and how to apply, see:** <https://www.uow.edu.au/student/admin/academic-consideration/>

#### Late Submission of Assessment Tasks and Penalties

Assessed work must be submitted in by the date and time given. If an assessment is submitted late, it will be marked in the normal way, and a penalty will then be applied.

In the absence of an approved request for Academic Consideration in the form of an extension, assessment tasks must be submitted in line with the assessment instructions.

- An assessment task that is submitted late will receive a penalty of 5% of the total possible marks for each 24-hour period, or part thereof, that it is late.
- Work submitted after seven calendar days will not be marked and will be given a mark of 0.
- No assessment task can be handed in for a mark once the assessment task has been returned to students.
- Penalties accrue on each day that the assessment task is late, including Saturday, Sunday and public holidays

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

### **Collection**

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**

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 [Finalisation of Student Results Policy](#) 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. For information about eligibility criteria and the form and timing of supplementary assessments see the [Supplementary Assessment Procedure](#)

### **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 [Review and Appeal of Academic Decisions Policy](#)

### **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 [Academic Integrity Policy](#)

## **Referencing**

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>

# 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](#) or search for "Get Started @ UOW". Services available include:

Service	Link to information about the service
Aboriginal & Torres Strait Islander	<a href="https://www.uow.edu.au/about/services/woolyungah-indigenous-centre/about-us/">https://www.uow.edu.au/about/services/woolyungah-indigenous-centre/about-us/</a>
Careers advice	<a href="https://www.uow.edu.au/student/careers/">https://www.uow.edu.au/student/careers/</a>
Counselling	<a href="https://www.uow.edu.au/student/support-services/counselling/">https://www.uow.edu.au/student/support-services/counselling/</a>
Student Accessibility and Inclusion (SAI)	<a href="https://www.uow.edu.au/student/support-services/sai/">https://www.uow.edu.au/student/support-services/sai/</a>
Information Tech.	<a href="https://www.uow.edu.au/its/index.html?ssSourceSiteId=getstarted">https://www.uow.edu.au/its/index.html?ssSourceSiteId=getstarted</a>
Study Skills	<a href="https://www.uow.edu.au/student/support-services/academic-skills/">https://www.uow.edu.au/student/support-services/academic-skills/</a>

## Student Support Coordinator (SSC)

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 Coordinators may be able to help. There are Student Support Coordinators 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/support-services/coordinators/>

## 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/>

## AskUOW

AskUOW is your primary administrative and information contact during your studies.

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, including key topics such as:

- Applying for [academic consideration](#)
- Fees and scholarships
- Official documentation and student letter requests
- Student forms such as course transfer and leave of absence applications
- Student ID card issuance and replacement
- Subject enrolment
- Transport concession cards and Opal cards
- Updating personal details

Get instant answers 24/7 online using [AskUOW](#). Log in with your UOW username and password.

For further support contact [askuow@uow.edu.au](mailto:askuow@uow.edu.au) or call on 1300 275 869 (1300 ASK UOW) or +61 2 4221 3927.

## Library Services

Save yourself time and enhance your studies: connect with information specialists and resources anytime, anywhere.

- For Library support connect with [Live Chat](#) or [contact the Library](#).
- For self-help see [Frequently Asked Questions](#) or browse [Library guides](#) to find information, databases and skills tutorials.
- [Research consultations](#) are available to UOW Postgraduate, Honours and Deans Scholar students.

## Academic Integrity Policy

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:

<https://policies.uow.edu.au/document/view-current.php?id=26>

## 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: <https://policies.uow.edu.au/document/view-current.php?id=11>

## Honours Policy

This policy sets out the responsibilities of all parties involved in managing students undertaking Honours Programs. The Code can be found at: <https://policies.uow.edu.au/document/view-current.php?id=36>

## 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.

<https://policies.uow.edu.au/document/view-current.php?id=12>

## 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:

<https://policies.uow.edu.au/document/view-current.php?id=135>

## 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:

<https://policies.uow.edu.au/document/view-current.php?id=30>

## 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 be found here: <https://www.uow.edu.au/student/exams/>

## Ethical 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: <https://policies.uow.edu.au/document/view-current.php?id=154>

### **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://policies.uow.edu.au/document/view-current.php?id=4>

### **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: <https://www.uow.edu.au/research-and-innovation/researcher-support/ethics/human-ethics/>

### **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: <https://policies.uow.edu.au/document/view-current.php?id=239>

### **Intellectual Property Policy**

UOW's IP 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 <https://policies.uow.edu.au/document/view-current.php?id=146>

### **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: <https://policies.uow.edu.au/document/view-current.php?id=40>

### **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. **For information on the Policy, eligibility and how to apply see:** <https://www.uow.edu.au/student/admin/academic-consideration/>

### **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. <https://www.uow.edu.au/student/charter/>

### **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: <https://policies.uow.edu.au/document/view-current.php?id=146>

## **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.

<https://policies.uow.edu.au/document/view-current.php?id=6>

## **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: <https://policies.uow.edu.au/document/view-current.php?id=38>

## **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: <https://policies.uow.edu.au/document/view-current.php?id=9>

## **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:

<https://policies.uow.edu.au/document/view-current.php?id=39>

## **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://policies.uow.edu.au/document/view-current.php?id=177>