CIENCE
SYCHOLOGY

PSYC1021

Introduction to Psychological Applications

Semester 1, 2018

Information about the Course			
FACULTY	Science		
SCHOOL/DEPARTMENT	Psychology		
COURSE CODE	PSYC1021		
COURSE NAME	Introduction to Psychological Applications		
SEMESTER	Semester 1	**YEAR**	2018
UNITS OF CREDIT	6	**LEVEL OF COURSE**	1
ASSUMED KNOWLEDGE, PREREQUISITES OR CO-REQUISITES	PSYC1021 is *restricted to students currently enrolled in programs 3632 (Bachelor of Psychology (Hons)), and 4721 (Bachelor of Psychology (Hons)/Law).*		
SUMMARY OF THE COURSE	This course offers an introduction to psychology as a scientific discipline and as a profession, with special emphasis on initiating the academic and professional development of students in the Bachelor of Psychology programme. The content of this course is structured around the graduate attributes associated with the scientist-practitioner model, the basis for the training of psychologists in Australia and internationally. This course also provides a first step in your development of ***psychological literacy***, that is, the capacity to utilise your psychological knowledge, skills and attitudes to achieve personal, professional, and societal goals.		

Staff Contact Details

Questions about any aspect of the administration of the course should be directed to the course coordinator, preferably by email.

COURSE COORDINATORS, LECTURERS AND TUTOR

Name	Phone	Email	Office	Contact & Availability
Dr Sue Morris (SM)	9385-3527	s.morris@unsw.edu.au	Mathews 911	Monday 1-2pm, or by appointment
A/Prof Jacquelyn Cranney (JC)	9385-3527	j.cranney@unsw.edu.au	Mathews 911	Email for availabilities

ADDITIONAL LECTURERS

Name	Phone	Email	Office	Contact Time & Availability
Dr Richard Kemp (RK)	9385 1401	richard.kemp@unsw.edu.au	Mathews 441	Email for availabilities
Leigh Mellish (LM)	9385 6966	l.mellish@unsw.edu.au	Careers and Employment	Email for availabilities
Alice Kesby		a.kesby@psy.unsw.edu.au	Mathews Level 14, Desk 2	Email for availabilities
Dr Annette Olschewski (AO)	9385-3527	a.olschewski@unsw.edu.au	Mathews 911	Email for availabilities
Mahreen Khan (MK)	9385-3527	mahreen.khan@unsw.edu.au	Mathews 911	Email for availabilities

Course Timetable				
Component	**Instructor**	**Day**	**Time**	**Location**
Lecture	Various	Tuesday	1-2pm	CLB 1
		AND Wednesday	11am-12pm	MATD
Practical	Dr Sue Morris	Monday	9-11am	MAT 104
		OR Monday	11am-1pm	MAT 108
		OR Wednesday	9-11am	MAT 107

Lectures and Practical Classes		
Topic	**Lectures**	**Practicals**
Research and communication	Sue Morris (SM)	Sue Morris (SM)
Psychology in forensic context	Richard Kemp (RK)	
Careers in psychology	Leigh Mellish (LM)	Leigh Mellish (LM)
Psychology and business	Leigh Mellish (LM)	
Psychology in clinical context	Alice Kesby (AK)	
Critical and creative thinking in psychology	Annette Olschewski (AO)	Sue Morris (SM)
Adaptive cognition	Annette Olschewski (AO)/ Sue Morris (SM)	

Aims and Learning Outcomes of the Course

The content of this course is structured around the graduate attributes associated with the scientist-practitioner model, which is the basis for the training of psychologists in Australia and internationally. By the end of this course, you will be able to:

1. Articulate and apply the key features of undertaking research within psychology;
2. Individually and collaboratively apply skills of analytical, critical and creative thinking;
3. Identify ill-defined issues of social significance;
4. Design scientifically meaningful research;
5. Demonstrate effective written and oral communication skills;
6. Apply the skills involved in identifying, documenting, and reflecting upon career- relevant achievements in relation to graduate and professional attributes;
7. Apply the skills involved in quality resume preparation and job application;
8. Differentiate the areas and key issues in professional psychology, especially within the forensic, organisational, and clinical psychology contexts.

School of Psychology Graduate Attributes[1]	
Level of Focus: 0 = No focus; 1 = Minimal; 2 = Moderate; 3 = Major The integrated acquisition of the graduate attributes, as partly indicated through assessment of the learning outcomes, comprises "psychological literacy".	**Learning and Teaching Activities (and Assessments)**
1. Knowledge and understanding ***This course is not focussed so much on content as on the skills and dispositions inherent in an undergraduate psychology education.***	
2. Research methods in psychology *2.1 Describe the basic characteristics of the science of psychology = 2* *2.2 Describe, apply and evaluate the different research methods used by psychologists = 1* *2.3 Demonstrate practical skills in psychological research = 3.*	***These SLOs will be developed through practical and assessment activities***

[1] The *Graduate Attributes of the Australian Undergraduate Psychology Program* was produced with the support of funding from Carrick, ALTF, and OLT (to J.Cranney and colleagues), with the cooperation of the Australian Psychological Society, the Australian Psychology Accreditation Council, and the University of New South Wales (School of Psychology; Learning & Teaching @UNSW).

2.4 Describe and evaluate questionnaire construction, implementation and interpretation = 0. *2.5 Describe the key principles for designing, implementing and evaluating programs of behaviour change = 0.* *2.6 Locate, evaluate and use information appropriately in the research process = 2.* *2.7 Use basic web-search, word-processing, database, email, spreadsheet, and data analysis programs = 2* *2.8 Design basic studies to address psychological questions: frame research questions; undertake literature searches; critically analyse theoretical and empirical studies; formulate testable hypotheses; operationalise variables; choose an appropriate methodology = 3.*	***in particular. They will be assessed primarily in the Group Assignment and in the final examination, but also in Reflections.***
3. Critical thinking skills *3.1 Apply knowledge of the scientific method in thinking about problems related to behaviour and mental processes = 3.* *3.2 Question claims that arise from myth, stereotype, pseudo-science or untested assumptions = 3.* *3.3 Demonstrate an attitude of critical thinking that includes persistence, open-mindedness, and intellectual engagement = 2.* *3.4 Evaluate the quality of information, including differentiating empirical evidence from speculation = 2.* *3.5 Identify and evaluate the source and context of behaviour =1.* *3.6 Recognise and defend against the major fallacies of human thinking = 3* *3.7 Use reasoning and evidence to recognise, develop, defend, and criticise arguments and persuasive appeals = 1.* *3.8 Demonstrate creative and pragmatic problem solving = 2.*	***These SLOs will be developed through practical, lecture and assessment activities. They will be assessed primarily through the tests and final examination but also in the Group Assignment and in Reflections***
4. Values; research and professional ethics *4.1 Use information in an ethical manner (e.g., acknowledge and respect the work and intellectual property rights of others through appropriate citations in oral and written communication) = 2.* *4.2 Recognise the limitations of one's psychological knowledge and skills, and value life-long learning = 1.* *4.3Display high standards of personal and professional integrity in relationships with others = 1.* *4.4 Exhibit a scientific attitude in critically thinking about, and learning about, human behaviour, and in creative and pragmatic problem solving = 2.* *4.5 Promote evidence-based approaches to understanding and changing human behaviour = 1.*	***These SLOs will be developed through lecture, practical and assessment activities. They will be assessed primarily in the final examination, but also in the Group Assignment, and Reflections***.
5. Communication skills *5.1 Demonstrate effective oral communication skills in various formats (e.g., debate, group discussion, presentation) and for various purposes = 3.* *5.2 Write effectively in a variety of formats and for a variety of purposes (e.g., informing, arguing) = 2.* *5.3 Demonstrate effective interpersonal communication skills including the abilities to: listen accurately and actively; use psychological concepts and theories to understand interactions with others; identify the impact or potential impact of one's behaviour on others; provide constructive feedback to others; adopt flexible techniques to communicate sensitively and effectively with diverse ethnic and cultural partners, including in the context of team-work = 2.* *5.4 Collaborate effectively, demonstrating an ability to: work with groups to complete projects within reasonable timeframes; manage conflicts appropriately and ethically = 3.*	***These SLOs will be developed through practical, assessment and lecture activities. They will be assessed primarily in the Group Assignment, but also in the Reflections.***
6.Learning and application of psychology *6.1 Apply psychological principles to promote personal development through self-regulation in setting and achieving career and personal goals; self-assess performance accurately; incorporate feedback for improved performance; purposefully evaluate the quality of one's thinking (metacognition) = 1.* *6.2 Apply psychological concepts, theories, and research findings to solve problems in everyday life and in society = 1* *6.3 Reflect on one's experiences and learn from them in order to identify and articulate one's personal, sociocultural, and professional values; demonstrate insightful awareness of one's feelings, motives, and attitudes based on psychological principles = 2* *6.4 Demonstrate a capacity for independent learning to sustain personal and professional development in the changing world of the science and practice of psychology = 2*	***These SLOs will be developed through lecture, practical and assessment activities. They will be assessed primarily in the Reflections and in the final examination, but also in Group Assignment Part B and the Careers Assignment.***

Rationale for the Inclusion of Content and Teaching Approach

The integrated acquisition of the graduate attributes, as partly indicated through assessment of the learning outcomes, is foundational to psychological literacy. This (with PSYC1001 and PSYC1011) is the beginning of that journey, with an emphasis on learning and applying psychological principles to 'self-management' knowledge, skills and attitudes (KSAs) that should be useful in your university studies and beyond. When you reach third year, there will be a "capstone" course or experience that will assist you in the process of integrating your learning across different psychology courses, thus providing you with some insight into your own level of acquisition of psychological literacy.

Teaching Strategies

This course involves 2 hours of lectures per week, as well as a 2-hour practical class.

Practical Participation: Practicals are an essential and compulsory part of this course, and will involve interactive activities that build on the preparatory material, and assist in the development of learning outcomes. To benefit from and to contribute to practicals, preparation and completion of all preparatory work is required. Material relevant to the assignments will be presented and discussed in practicals.

Your attention is also drawn to the following:

Your practical session time: You must attend the practical session to which you have been allocated. It will not be possible to switch or change practical classes once allocations are finalised.

Practical session attendance. This course requires 100% attendance. Attendance will be recorded at the beginning of every practical. Latecomers may be asked to leave, and all absences will be recorded. Attendance at face-to-face tutorials and timely completion of online tutorials is essential in accordance with UNSW Assessment Implementation Procedure.

Missing practicals. Inadequate attendance (less than 100% of all practicals) may result in failure to pass the course (whether or not you have medical certificates or other documentation). If you are unable to attend practicals because of sickness or other circumstances outside your control, please ***contact Dr Morris as soon as possible***.

For every 6-credit-unit course, you are expected to spend an average of ***10 hrs per week on that course***—this includes class-time, pre- and post-practical preparation requirements outside class-time group work, data-gathering exercises, and the normal study time necessary to adequately complete assignments and examination study. ***Under no circumstances will employment be accepted as an excuse not to meet expectations for class participation, group work, or assessments.*** Remember, the semester times are quite short (final examinations will be upon you before you know it), so it is your responsibility to ensure that you do not fall behind with the ongoing assessment demands of the course.

Practical Guide and Assessments

Week	***Lecture 1*** *Tues 1-2pm* *(CLB1)*	***Lecture 2*** *Wed 11am-12pm* *(MATD)*	***Practicals*** *Mon 9-11 MAT104,* *Mon 11-1 MAT108,* *Wed 9-11 MAT 107*	***Assessment Tasks*** *(Class participation tasks in various weeks TBA;* ***PS*** *= Practical Submission)*
1	27/2 ***SM*** Intro to course	28/2 ***SM*** Research/Careers (various)	26-28/2 ***No practicals***	
2	6/3 ***SM*** Stanovich 1-4	7/3 ***SM*** Stanovich **Quiz 1**; Stanovich 5-8	5-7/3 ***SM*** Intro to group work, Intro to research	***PS Career Assignment due*** *4pm 8/3* **Stanovich Quiz 1** in lectures
3	13/3 ***SM*** Stanovich **Quiz 2**; Stanovich 9-12	14/3 ***SM*** Stanovich **Quiz 3**; Intro to Research	12-14/3 ***SM*** Critical & Creative thinking (CCT); group work	***PS Observation task due*** *before practical* **Stanovich Quiz 2 & 3** in lectures
4	20/3 **RK** Forensic Psych 1	21/3 ***RK*** Forensic Psych 2	19-21/3 ***SM*** CCT; Peer evaluation; group work	***Group Part A Preliminary Response due*** *before practical via Turnitin, bring 6 copies to practical class* ***Group Part A Final response due*** *11pm day of practical* ***PS 3 blessings due*** *before practical* ***PS Reflection 1 due*** *11pm 25/3*
5	27/3 **LM** Careers 1	28/3 **LM** Careers 2	26-28/3 ***SM (MK Wed)*** CCT, group work	***PS Do good things due*** *before practical* Mon 26/3 at 8.30am - med deferred Stanovich quiz in MAT911
30/3-8/4 Mid-Semester Break				
6	10/4 **LM** Psychology and Business	11/4 ***AK*** Clinical psych 1	9-11/4 ***LM*** Careers	***PS Journal article due*** *before practical* ***PS Strengths due*** *before practical*
7	17/4 ***AK*** Clinical psych 2	18/4 ***SM*** Oral Communication	16-18/4 **SM** group work	***PS Reflection 2 due*** 11pm 15/4
8	24/4 **SM** Wed prac sign off on design	25/4 **ANZAC DAY**	23/4 only **SM** Sign off on design	
9	1/5 ***AO*** CCT 1	2/5 ***AO*** CCT 2	30/4-2/5 ***No practicals***: data collection	
10	8/5 ***AO*** CCT 3	9/5 ***AO*** CCT 4	7-9/5 ***SM*** Data interpretation	
11	15/5 ***JC*** AC 1	16/5 ***JC*** AC 2	14-16/5 ***No practicals***: prepare for presentation	***PS Job Ad due*** *before practical*
12	22/5 ***SM*** AC3	23/5 ***SM*** AC4/Review, Feedback	21-23/5 ***SM & JC/MK*** Oral presentations	***Group Part B: Oral Presentation*** ***PS Reflection 3 due*** *11pm 27/5* ***PS MCQ due*** *before practical*
13	29/5 NO LECTURE	30/5 NO LECTURE	28-30/5 NO CLASSES	**PS Reflection 4 (Final) due** 11pm Monday 4/6 (Stuvac)

You are required to attend all lectures and practicals, and to meet all participation and assessment specifications. If possible, lectures will be digitally recorded and made accessible via Moodle. Please note that occasionally there is group work and tests in lecture times. Note that you are expected to attend **all** of the compulsory 2-hour weekly practical/tutorial classes. Practicals will involve interactive activities that will extend lectures and assist in the attainment of assessable learning outcomes.

Resources for Students

Prescribed text book: Stanovich, K. (2010). How to think straight about psychology. 10th Edition. Pearson Education Inc.
Course website: https://moodle.telt.unsw.edu.au/login/index.php This contains lecture and practical materials, assessments, and any updated information. You are expected to check this regularly. You are also expected to regularly check your UNSW email.

Assessment

Although the ***Guide*** above may give the impression of heavy assessments, be assured that some aspects—such as some of the Practical Submissions—will not take a long time (e.g., Reflections 1-3 should not take more than 15 min each). Moreover, group work should lighten the load!

All assessments in this course have been designed and implemented in accordance with the UNSW Assessment Policy. Please see the UNSW Assessment Policy and ***2018 School of Psychology Student Guide*** for more information.

There are THREE categories of assessment in this course, as outlined below. It is important to note that many of the assessment tasks involve a change in skill. For that reason, students are being asked to complete some tasks more than once, with the first attempt having only a small weighting or used as a baseline against which the later and/or final version(s) will be compared.

Assessment Category	% marks	Week due	Related Course Learning Outcomes
Research & Communication: Group Assignment	**30**		
Part A	6	4	1, 2, 5
Part B	24	12	1, 2, 3, 4, 5
Thinking like a Psychologist	**18**		
Practical Submissions (eg Reflections)	18	Various	1, 2, 3, 4, 5, 6, 7, 8
Formal Examinations	**52**		
In-lecture quizzes	6	2-3	1. 2. 5
Final exam	46	Final exam period	1, 2, 3, 4, 5, 8

Further details and marking criteria for each assessment will be provided to students closer to the assessment release date (see 4.1: UNSW Assessment Design Procedure). Electronic submission via Turnitin is required for most pieces of assessment (see 3: UNSW Assessment Implementation Procedure) and the ***2018 School of Psychology Student Guide***.

Under normal circumstances, other than for a final assessment, assessments tasks completed within the teaching period of a course will be assessed, and students provided with feedback, within 10 working days of submission.

Please see GA/SLO table on pages 3-5 for additional information regarding which Assessment items assess which GA/SLO.
NB Bonus marks will be offered at the discretion of the Course Coordinator.

****IT IS YOUR RESPONSIBILITY TO UNDERSTAND THE ASSESSMENT SECTION IN THE 2018 SCHOOL OF PSYCHOLOGY STUDENT GUIDE ****

Assessment details:

Research and Communication: Group Assignment (30%)

Part A (6%):

This part of the Group Assignment will involve analysis of a research article, whereby a series of questions will need to be answered (e.g., identifying the independent and dependent variables). This part of the Group Assignment will provide you with the opportunity to develop research analysis skills that are essential to Part B. Your group will be required to submit one written response (for which you will all receive the same mark) before your Week 4 Practical. You will also peer-review another group's response, and then have the opportunity to respond to peer-feedback and re-submit your response.

The absolute fail date for Part A is the beginning of the Week 5 Practical Class, after which students will receive a mark of 0.

Part B (24%):

The oral presentation in Week 12 will be based on a field study that will be designed, conducted and presented by your small group. You will test a specific hypothesis by collecting data from at least 30 participants, and your group will present the results of your study to the class (for which it is expected that all group members will receive the same mark). Reporting on research in any area of science is an essential skill that reflects your ability to synthesise empirical (research-based) material requiring a considerable level of both theoretical and conceptual understanding, and to report your conclusions clearly and concisely. Overall, the group assignment will (a) familiarise you with the process of undertaking research in psychology, (b) familiarise you with a particular reporting style and help you acquire the basics of effective and efficient scientific communication, (c) emphasise the development of your scientific communication and information literacy skills, as well as promoting critical thinking, and (d) provide you with a supported collaborative learning experience. Detailed instructions and background information for the group field study will be distributed in your Week 4 practical. Students will also peer-review the oral presentations.

The absolute fail date for Part B is the end of Week 12 Practical Class, after which students will receive a mark of 0.

Thinking Like a Psychologist

Practical Submissions (PS) (18%):

This will be judged on the basis of your submission of homework tasks (worth 8%), including data gathering exercises, Positive Psychology tasks, and Moodle activities, all of which will be explained in more detail during lectures and practicals.

For examples, there will be a Career Assignment Practical Submission (2%), including a CV and job application, due on March 8. This is designed as a trigger to help you think about what skills you would need to acquire to work in the area of psychology. In particular, you will be given a Job Advertisement and required to prepare a resume and a 150-word expression of interest to apply for the job. Later, Leigh Mellish's career-oriented lectures and practicals will familiarise you with the skills involved in developing, identifying, documenting, and reflecting upon career- relevant achievements in relation to graduate and professional attributes. You will be asked to reflect on what you have learnt in one of the Reflection Practical Submissions.

There will also be four written Reflection Practical Submissions (worth 8%) which are designed to help you reflect upon and self-assess what you have learned in the lectures, practicals and assessment tasks. Specific instructions will be given for each Reflection assignment, with greater assessment weighting being given to the Final Reflection (see Practical Guide for timing details). Any individual Practical Submission, other than the Final Reflection, received after the specified submission time but within 10 working days of the specified time will receive 50% of its assigned mark, and 0% thereafter. The Final Reflection will be penalised at a rate of 2% of its assigned mark per day, as per School of Psychology Student Guide. Any assessments not submitted within 10 working days of the due date will not be accepted, and will receive 0 marks.

Formal examinations (52%)

In-class Stanovich quizzes (6%):

Brief short-answer quizzes will cover chapters in the assigned textbook (Stanovich: How to think straight about psychology), and may also give you practice in reflecting on what you have learnt.

When: During lecture periods in Weeks 2-3.

A medical deferred make-up quiz will be held on Monday 26/3/18 at 8.30am in MAT 911.

Final exam (46%):

This will cover lecture and practical material and assigned readings. The 2-hour exam will be held during the Final Examination Period. The final exam may consist of the following parts:

- Multiple-choice questions and some short answers questions. Some answers require basic definitions, whereas others require analysis of a situation. There will also be some multiple-choice questions on the forensic, clinical and organisational/business lectures. A more detailed guide to content will be provided in one of the final lectures;
- article critique: this will be similar to the ones undertaken in class;
-"design a study". Class examples usually demonstrate one of two approaches: a "true experiment" with random assignment of subjects to conditions, with all the ethical and resource implications, OR a more realistic (quasi) experiment that compared behaviour in pre-existing groups/conditions, which although more feasible to actually conduct, then has limitations in terms of inferences (i.e., usually some alternative explanations to possible patterns of results). You can practice this exercise by choosing a current 'human behaviour' issue in the media, and trying to work out how you could conduct a study to inform the issue;
- short essay questions on the application of psychological principles, and aspects of adaptive cognition.

Alternative examinations will be subject to approval and implemented in accordance with the UNSW Assessment Implementation Procedure and the ***2018 School of Psychology Student Guide***.

Submission Dates, Absolute Fail Dates, and Special Consideration:
Submission dates are specified in the Practical Guide, on Moodle, and in the relevant Assignment Handout. Practical Submissions must be submitted on Moodle prior to the relevant practical, or as otherwise specified for the Career Assignment and Reflections. Late penalties follow the ***2018 School of Psychology Student Guide*** procedure, except where indicated in this Course Outline.

Absolute Fail dates for assessments, at which time you will receive a mark of 0 are as follows:
Stanovich Quizzes – 12 days after Quiz 3 (note: permission is required to take the medical deferred quizzes at the specified date).
Practical Submissions – 10 working days after the relevant due date.
Group Part A – beginning of Week 5 Practical class.
Group Part B – end of Week 12 Practical class

In the event that your academic work has been hampered to a substantial degree by unanticipated illness or other causes which are beyond your control, you should apply for Special Consideration. An absence or inability to complete an assessment task within the required time must be supported by a medical certificate or other document that clearly indicates that you were unable to comply. Work commitments are not considered a justification. Special Consideration applications will be implemented in accordance with the UNSW Assessment Policy and the ***2018 School of Psychology Student Guide***. Note also that if you have an ongoing medical condition that may necessitate special conditions/considerations for assessments, you must register with the Equity and Disabilities Unit, otherwise your request for special conditions/considerations will not be considered (see the ***2018 School of Psychology Student Guide****).*

Supplementary assessments will be offered and implemented in accordance with UNSW Assessment Implementation Procedure and with the ***2018 School of Psychology Student Guide****.*

Administrative Matters

The ***2018 School of Psychology Student Guide***, available on http://www.psy.unsw.edu.au/current-students/student-guide contains School policies and procedures relevant for all students enrolled in undergraduate or Masters psychology courses, such as:

- **Attendance requirements**;
- Assignment submissions and returns;
- **Assessments**; including Special Consideration in the event of illness or misadventure;
- Student Code of Conduct;
- Student complaints and grievances;
- Student Equity and Disability Unit; and
- Occupational Health & Safety.

It is every student's ***responsibility*** to ***ensure they understand the information*** contained in this *Guide*. Please contact School of Psychology Office Staff (on Level 15 of the Mathews Building, email psychology@unsw.edu.au) if you have any questions.

Plagiarism & Academic Integrity

What is plagiarism?

Plagiarism is presenting someone else's thoughts or work as your own. It can take many forms, from not having appropriate academic referencing to deliberate cheating.

UNSW groups plagiarism into the following categories:

- **Copying:** using the same or very similar words to the original text or idea without acknowledging the source or using quotation marks. This also applies to images, art and design projects, as well as presentations where someone presents another's ideas or words without credit.
- **Inappropriate paraphrasing:** changing a few words and phrases while mostly retaining the original structure and information without acknowledgement. This also applies in presentations where someone paraphrases another's ideas or words without credit. It also applies to piecing together quotes and paraphrases into a new whole, without referencing and a student's own analysis to bring the material together.
- **Collusion:** working with others but passing off the work as a person's individual work. Collusion also includes providing your work to another student before the due date, or for the purpose of them plagiarising at any time, paying another person to perform an academic task, stealing or acquiring another person's academic work and copying it, offering to complete another person's work or seeking payment for completing academic work.
- **Inappropriate citation:** Citing sources which have not been read, without acknowledging the "secondary" source from which knowledge of them has been obtained.
- **Self-plagiarism:** "self-plagiarism" occurs when an author republishes their own written work and presents it as new findings without referencing the earlier work, either in its entirety or partially. Self-plagiarism is also referred to as "recycling", "duplication", or "multiple submissions of research findings" without disclosure. In the student context, self-plagiarism includes re-using parts of, or all of, a body of work that has already been submitted for assessment without proper citation.

Where can I find out more information?

In many cases plagiarism is the result of inexperience about academic conventions. The University has resources and information to assist you to avoid plagiarism. The first place you can look is the section about referencing and plagiarism in each Course Guide, as this will also include information specific to the discipline the course is from. There are also other sources of assistance at UNSW:

How can the Learning Centre help me?

The Learning Centre assists students with understanding academic integrity and how to not plagiarise. They also hold workshops and can help students one-on-one. Information is available on their website: http://www.lc.unsw.edu.au/academic-integrity-plagiarism.

How can Elise help me?

ELISE (Enabling Library & Information Skills for Everyone) is an online tutorial to help you understand how to find and use information for your assignments or research. It will help you to search databases, identify good quality information and write assignments. It will also help you understand plagiarism and how to avoid it. All undergraduate students have to review the ELISE tutorial in their first semester and complete the quiz, but any student can review it to improve their knowledge: http://subjectguides.library.unsw.edu.au/elise.

What is Turnitin?

Turnitin is a checking database which reviews your work and compares it to an international collection of books, journals, Internet pages and other student's assignments. The database checks referencing and whether you have copied something from another student, resource, or off the Internet. Sometimes students submit their work into Turnitin when they hand it in, but academics can also use it to check a student's work when they are marking it. You can find out more about Turnitin here: https://teaching.unsw.edu.au/elearning.

What if plagiarism is found in my work?

If plagiarism is found in your work when you are in first year, your lecturer will offer you assistance to improve your academic skills. They may ask you to look at some online resources, attend the Learning Centre, or sometimes resubmit your work with the problem fixed. However more serious instances in first year, such as stealing another student's work or paying someone to do your work, may be investigated under the Student Misconduct Procedures.

Repeated plagiarism (even in first year), plagiarism after first year, or serious instances, may also be investigated under the Student Misconduct Procedures. The penalties under the procedures can include a reduction in marks, failing a course or for the most serious matters (like plagiarism in a honours thesis) even suspension from the university. The Student Misconduct Procedures are available here
http://www.gs.unsw.edu.au/policy/documents/studentmisconductprocedures.pdf.

Examples of plagiarism:

Using the internet inappropriately

A first year student handed in an assignment where she had copied from a website. Her lecturer realised she didn't understand you have to reference websites in the same way you reference books and journal articles. The lecturer explained how to reference and sent her to a workshop at the Learning Centre to help her improve her skills.

Working together on a maths assignment

A group of Mathematics students worked together on an assignment when they had been told this was not allowed. All questions where the students had worked together were given zero, and this lead to some student failing the assessment.

No referencing in an assessment

A third year student submitted a major assessment that included material from a journal article published in Canada. When his essay was submitted into Turnitin, it let the academic know that the student didn't reference the material. The student was given zero for the essay, and because it was worth 50 per cent he failed the course.

Copying design work

A final year design student used images of someone else's designs in her work and he said the designs were his own. The matter was formally investigated by his Faculty and he was found to have committed academic misconduct and failed the course.

Further information and assistance

If you would like further information or assistance with avoiding plagiarism, you can contact the Learning Centre. The Learning Centre at The University of New South Wales has two locations:

UNSW Learning Centre

Lower Ground Floor, North Wing, Chancellery Building
(C22 Kensington Campus – near Student Central)
www.lc.unsw.edu.au; **Phone:** 9385 2060; **Email:** learningcentre@unsw.edu.au
Opening Hours: Monday to Thursday: 9am - 5pm and Friday: 9am - 2.30pm