MUSC2602
Materials and Structures of Music 3

Term One // 2021
Course Overview

Staff Contact Details

Convenors

<table>
<thead>
<tr>
<th>Name</th>
<th>Email</th>
<th>Availability</th>
<th>Location</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Harrison Collins</td>
<td><a href="mailto:h.collins@unsw.edu.au">h.collins@unsw.edu.au</a></td>
<td>Make appointment via email</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Lecturers

<table>
<thead>
<tr>
<th>Name</th>
<th>Email</th>
<th>Availability</th>
<th>Location</th>
<th>Phone</th>
</tr>
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<tbody>
<tr>
<td>Harrison Collins</td>
<td><a href="mailto:h.collins@unsw.edu.au">h.collins@unsw.edu.au</a></td>
<td>Make appointment via email</td>
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</tbody>
</table>

Tutors

<table>
<thead>
<tr>
<th>Name</th>
<th>Email</th>
<th>Availability</th>
<th>Location</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>David Taylor</td>
<td><a href="mailto:sam@unsw.edu.au">sam@unsw.edu.au</a></td>
<td>David should be contacted via email: <a href="mailto:david.anthony.taylor@gmail.com">david.anthony.taylor@gmail.com</a></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

School Contact Information

School of the Arts and Media

Room 312, Level 3, Robert Webster Building (G14)

Phone: (02) 9385 4856

Email: sam@unsw.edu.au

Website: www.arts.unsw.edu.au/sam

The School of the Arts and Media would like to Respectfully Acknowledge the Traditional Custodians, the Bedegel (Kensington campus), Gadigal (City and Art & Design Campuses) and the Ngunnawal people (Australian Defence Force Academy in Canberra) of the lands where each campus of UNSW is located.
Course Details

Credit Points 6

Summary of the Course

This core course extends the student's knowledge of the materials, structures, and processes of tonal music beyond the foundational level via the study and application of harmonic and melodic practices in post-1850 art music composition, as well as other styles including popular music and jazz. Students will develop technical knowledge and skill in the analysis and application of appropriate melodic and harmonic elaboration, voice-leading, and musical form. Exercises in advanced compositional craft provide the student with the opportunity to demonstrate their initiative and creativity within selected styles of music. The course develops core skills in musicianship and the ability to apply these in other areas of musical practice and research.

Course Learning Outcomes

1. master knowledge of the materials, structures, and processes of chromatic tonal music at an advanced level.
2. analyse chromatic melody and harmony in post-1850 musical styles, including popular music and jazz.
3. apply their knowledge and skills in the use of chromatic melody and harmony to the identification and contextualisation of key post-1850 musical works.
4. apply their developing musical knowledge and skill to music making, whether it be performing or composing.
5. demonstrate core skills in musicianship, in particular, music literacy, score reading, and the performance of advanced chromatic harmonic principles.

Teaching Strategies

BMus and BA (Music Studies and Music Studies Extension) students attend a weekly one-hour lecture on music theory and harmony; a weekly one-hour tutorial on aural and ear-training skills, and a weekly one-hour laboratory on choral singing skills.

Lectures involve class exercises in music theory and harmonic analysis in various compositional contexts and are augmented with sound recordings, powerpoint presentations, and class quizzes. Aural tutorials involve class activities, intensive drills, and exercises in the analysis of selected musical examples designed to develop advanced aural perception. Group singing in the Choir Laboratory presents opportunities for the practical application of aural skills in a performance and compositional context.
Assessment

• PLEASE NOTE: in order to receive a PASS mark for this course, students must make a serious attempt at completing ALL assessment tasks.

• STUDENTS ARE REMINDED THAT THEY MUST ACHIEVE A PASS MARK FOR THE HARMONY COMPONENT IN ORDER TO BE AWARDED A PASS MARK FOR THE OVERALL MUSC 2602 COURSE. Failure to achieve a Pass mark for the Harmony component may lead to a student receiving an overall ‘Fail’ Grade for the MUSC 2602 Course.

• All assessment items, with the exception of in-class tests, must be submitted via Moodle. Further details about the submission of particular assessment items will be issued at various times by the relevant tutor or lecturer in the MUSC 2602 Materials and Structures of Music 3 Course. Please take especial note of due dates and times as Late Penalties are applied automatically by the Moodle Submission system immediately after the designated submission time has passed.

• Music Literature List (self-directed study) and Test: a list of the works to be examined this semester is available on Moodle – see the MUSC 2602 Course module.

Assessment Tasks

<table>
<thead>
<tr>
<th>Assessment task</th>
<th>Weight</th>
<th>Due Date</th>
<th>Student Learning Outcomes Assessed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Harmony (Lecture)</td>
<td>60%</td>
<td>Not Applicable</td>
<td>1, 2, 3, 4, 5</td>
</tr>
<tr>
<td>Aural Workshop (Tutorial)</td>
<td>20%</td>
<td>Not Applicable</td>
<td>1, 2, 3, 4</td>
</tr>
<tr>
<td>Aural Choir (Studio)</td>
<td>5%</td>
<td>Not Applicable</td>
<td>4, 5</td>
</tr>
<tr>
<td>Music Literature</td>
<td>15%</td>
<td>Not Applicable</td>
<td>1, 2, 3, 5</td>
</tr>
</tbody>
</table>

Assessment Details

Assessment 1: Harmony (Lecture)

Start date: Not Applicable

Details:

Portfolio of Harmony and Composition Exercises: two short in-class tests, and one composition exercise.

Written feedback provided by lecturer.

Additional details:

The Harmony Portfolio consists of the following three assessment items:

1. Take-home Test 1: worth 15% of the total mark for the course.
2. Take-home Test 2: worth 15% of the total mark for the course.

3. Composition Assignment: a short composition in a chosen style should be submitted: worth 30% of the total mark for the course. Further details on completion and submission of the assignment will be made available on Moodle.

**Turnitin setting**: This is not a Turnitin assignment

**Assessment 2: Aural Workshop (Tutorial)**

**Start date**: Not Applicable

**Details**:

Portfolio of Aural Exercises: one transcription exercise, one in-class aural test.

Written feedback provided by tutor.

**Additional details**:

The Aural Workshop Portfolio consists of the following assessment items:

1. Analytical Aural Exercise: to be distributed in Week 3, due to be submitted via Moodle: worth 10% of the total mark for the course.

2. In-class Test: based on the aural skills discussed in tutorials: this test will be held in normal Aural Tutorial: worth 10% of the total mark for the course.

**Turnitin setting**: This is not a Turnitin assignment

**Assessment 3: Aural Choir (Studio)**

**Start date**: Not Applicable

**Details**:

Sight-singing test.

Feedback provided by result for test.

**Additional details**:

The assessment for Aural Choir consists of a Singing Test: held in the normal Aural Choir Studio time: worth 5% of the total mark for the course.

**Turnitin setting**: This is not a Turnitin assignment

**Assessment 4: Music Literature**
**Start date**: Not Applicable

**Details:**
Self-directed study with a final exam.
Feedback provided by result for exam

**Additional details:**
Music Literature is a self-directed study within the MUSC 2602 Course. A list of works for study during Term 1, 2020, is available on Moodle.

Assessment is based on an In-class Exam: Please Note that this Exam will held in the Studio time: worth 15% of the total mark for the course.

Further information on the Music Literature self-directed study is available on Moodle.

**Turnitin setting:** This is not a Turnitin assignment
Attendance Requirements

Attendance at Lectures, Tutorials and Studios is mandatory in this course. Unexcused absence from more than 20% of classes may result in the award of a Fail Grade.

LECTURE: in lectures you will actively engage with core course content that will help you to attainment a mastery of the materials, structures, and processes of chromatic tonal music at an advanced level (CLO 1), and to analyse chromatic harmony and melody in post-1850 musical styles, including popular music and jazz (CLO 2).

TUTORIAL: in tutorials you will actively engage with core course content that will enable you to apply your musical skills in musicianship, in particular to music literacy, score-reading, and the performance of advanced chromatic harmonic and melodic principles. (CLO 5) You will also engage with content relating to the identification and contextualisation of key post-1850 musical works (CLO 3).

STUDIO: in studios you will actively engage with core course content that will help you apply your aural and theory skills to music-making to both performing and composing (CLO 4).

Course Schedule

View class timetable

Timetable

<table>
<thead>
<tr>
<th>Date</th>
<th>Type</th>
<th>Content</th>
</tr>
</thead>
<tbody>
<tr>
<td>Week 1: 15 February - 19 February</td>
<td>Lecture</td>
<td><strong>Harmony Lecture: Wednesday 17 February at 2.00pm to 3.30pm, held online.</strong></td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Content:</strong> Introduction to the course, and revision of previous harmonic concepts, including Secondary Dominant chords, Secondary Leading Tone chords, and non-dominant 7th chords.</td>
</tr>
<tr>
<td></td>
<td>Tutorial</td>
<td>PLEASE NOTE: AURAL TUTORIALS AND AURAL CHOIR (STUDIO) BEGIN IN WEEK 2.</td>
</tr>
<tr>
<td>Week 2: 22 February - 26 February</td>
<td>Lecture</td>
<td><strong>Harmony Lecture: Wednesday 24 February at 2.00pm to 3.30pm, held online.</strong></td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Content:</strong> Chromatic Harmony: Neapolitan Sixth chords, and Augmented Sixth chords (Part 1).</td>
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<tr>
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<td></td>
<td><strong>Suggested Reading: Clendinning &amp; West Textbook: check the Index for pages relating to the given topics.</strong></td>
</tr>
<tr>
<td></td>
<td>Tutorial</td>
<td><strong>Aural Tutorial: Monday 22 February at 1.00pm-2.30pm; and at 2.30pm-4.00pm, in Webster 306 (level 3).</strong></td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Content:</strong> Interval recognition; Chord recognition; Singing Rhythm.</td>
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</table>
### Week 3: 1 March - 5 March

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday 1 March</td>
<td>Lecture: Harmony Lecture at 2.00pm to 3.30pm, held online.</td>
</tr>
<tr>
<td>Wednesday 2 March</td>
<td>Lecture: Harmony Lecture at 2.00pm to 3.30pm, held online.</td>
</tr>
<tr>
<td>Thursday 3 March</td>
<td>Lecture: Harmony Lecture at 2.00pm to 3.30pm, held online.</td>
</tr>
<tr>
<td>Friday 4 March</td>
<td>Lecture: Harmony Lecture at 2.00pm to 3.30pm, held online.</td>
</tr>
<tr>
<td>Monday 7 March</td>
<td>Lecture: Harmony Lecture at 2.00pm to 3.30pm, held online.</td>
</tr>
</tbody>
</table>

**Content:** Chromatic Harmony: Neapolitan Sixth chords, Augmented Sixth chords (Part 2); analytical exercises.

**Suggested Reading:** Clendinning & West Textbook: check the Index for pages relating to the given topics.

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday 1 March</td>
<td>Lecture: Harmony Lecture at 2.00pm to 3.30pm, held online.</td>
</tr>
<tr>
<td>Wednesday 2 March</td>
<td>Lecture: Harmony Lecture at 2.00pm to 3.30pm, held online.</td>
</tr>
<tr>
<td>Thursday 3 March</td>
<td>Lecture: Harmony Lecture at 2.00pm to 3.30pm, held online.</td>
</tr>
<tr>
<td>Friday 4 March</td>
<td>Lecture: Harmony Lecture at 2.00pm to 3.30pm, held online.</td>
</tr>
<tr>
<td>Monday 7 March</td>
<td>Lecture: Harmony Lecture at 2.00pm to 3.30pm, held online.</td>
</tr>
</tbody>
</table>

**Content:** Chromatic Harmony: Neapolitan Sixth chords, Augmented Sixth chords (Part 2); analytical exercises.

**Suggested Reading:** Clendinning & West Textbook: check the Index for pages relating to the given topics.

### Week 4: 8 March - 12 March

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
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<tbody>
<tr>
<td>Tuesday 8 March</td>
<td>Lecture: Harmony Lecture at 2.00pm to 3.30pm, held online.</td>
</tr>
<tr>
<td>Wednesday 9 March</td>
<td>Lecture: Harmony Lecture at 2.00pm to 3.30pm, held online.</td>
</tr>
<tr>
<td>Thursday 10 March</td>
<td>Tutorial: Aural Tutorial at 1.00pm-2.30pm; and at 2.30pm-4.00pm, in Webster 306 (level 3).</td>
</tr>
<tr>
<td>Friday 11 March</td>
<td>Lecture: Harmony Lecture at 2.00pm to 3.30pm, held online.</td>
</tr>
<tr>
<td>Monday 14 March</td>
<td>Lecture: Harmony Lecture at 2.00pm to 3.30pm, held online.</td>
</tr>
</tbody>
</table>

**Content:** Revision of weeks 1-3

**Suggested Reading:** Clendinning & West Textbook: check the Index for pages relating to the given topics.

### Studio Aural Choir:

- **Friday 26 February** at 10.00am to 11.30am, in Webster 334 (level 3).
- **Friday 05 March** at 10.00am to 11.30am, in Webster 334 (level 3).
- **Friday 05 March** at 10.00am to 11.30am, in Webster 334 (level 3).
- **Friday 05 March** at 10.00am to 11.30am, in Webster 334 (level 3).

**All students must attend.**

**Music Literature Repertoire: Vocal 1:**

- **Schubert:** *’Gretchen am Spinnrade’; ‘Erlkönig’ [1814-15; Goethe]*
- **Schumann:** *Dichterliebe (Nos 1-5; 14-16) [1840; Heine]*

**Music Literature Repertoire: Vocal II:**

- **Josquin des Prêrs:** *Ave Maria gratia plena* (motet for 4 voices)

**Music Literature Repertoire: Instrumental:**

- **Liszt:** *Sonata in B minor [1853]*
- **Barrios Mangore:** *’La Catedral’ and ‘Valse’ Op. 8 No. 3.*

**Aural Analysis Exercise distributed.**

**Music Literature Repertoire: Vocal II:**

- **Josquin des Prêrs:** *Ave Maria gratia plena* (motet for 4 voices)
<table>
<thead>
<tr>
<th>Week 5: 15 March - 19 March</th>
<th>Lecture</th>
<th>Harmony Lecture: Wednesday 17 March at 2.00pm to 3.30pm, held online.</th>
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</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td><strong>Take-home test 1 due.</strong> Lecture content from weeks 1-3 to be tested.</td>
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<tr>
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<td></td>
<td>Content: Chromatic Harmony: Revision of correct spelling of Leading Tone diminished 7th chords. Modulation via the re-spelling of the Leading Tone Diminished 7th chord (Part 1).</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Suggested Reading: Clendinning &amp; West Textbook: check the Index for pages relating to the given topics.</td>
</tr>
<tr>
<td></td>
<td>Tutorial</td>
<td>Aural Tutorial: Monday 15 March at 1.00pm-2.30pm; and at 2.30pm-4.00pm, in Webster 306 (level 3).</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Content: Singing; Rhythm; Cadences; Chord recognition.</td>
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<tr>
<td></td>
<td></td>
<td>Music Literature Repertoire: Chamber Music: Mozart: Clarinet Quintet in A Major K581 [1789]; Messiaen: Quartet for the End of Time (violin, clarinet, cello &amp; piano) [1940-1; Book of Revelations].</td>
</tr>
<tr>
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<td></td>
<td>Aural Analysis Exercise should be submitted via Moodle by 4.00pm Friday 19 March.</td>
</tr>
<tr>
<td></td>
<td>Studio</td>
<td>Aural Choir: Friday 19 March at 10.00am to 11.30am, in Webster 334 (level 3).</td>
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<td></td>
<td></td>
<td>All students must attend.</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Week 6: 22 March - 26 March</th>
<th>Lecture</th>
<th>Harmony Lecture: Wednesday 24 March NO LECTURE THIS WEEK.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Tutorial</td>
<td>Aural Tutorials: Monday 22 March NO AURAL TUTORIALS THIS WEEK.</td>
</tr>
<tr>
<td></td>
<td>Studio</td>
<td>Aural Choir: Friday 26 March NO AURAL CHOIR STUDIO THIS WEEK.</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Week 7: 29 March - 2 April</th>
<th>Lecture</th>
<th>Harmony Lecture: Wednesday 31 March at 2.00pm to 3.30pm, held online.</th>
</tr>
</thead>
</table>
| Week 8: 5 April - 9 April | Lecture | Harmony Lecture: Wednesday 07 April at 2.00pm to 3.30pm, held online.  
Suggested Reading: Clendinning & West Textbook: check the Index for pages relating to the given topics. |
|--------------------------|---------|------------------------------------------------------------------------------------------------------------------|
| Tutorial                 | Aural Tutorial: Monday 05 April  
DUE TO THE EASTER PUBLIC HOLIDAY, THERE ARE NO AURAL TUTORIALS THIS WEEK. |
| Studio                   | Aural Choir: Friday 09 April at 10.00am to 11.30am, in Webster 334 (level 3).  
All students must attend. |
| Week 9: 12 April - 16 April | Lecture | Harmony Lecture: Wednesday 14 April at 2.00pm to 3.30pm, held online.  
Take-home test 2 due. Lecture content from weeks 4-8 to be tested. |

Content: Modulation via the re-spelling of the Leading Tone Diminished 7th chord (Part 2). Discussion of Composition Assignment.  
Suggested Reading: Clendinning & West Textbook: check the Index for pages relating to the given topics.  
Tutorial Aural Tutorial: Monday 29 March at 1.00pm-2.30pm; and at 2.30pm-4.00pm, in Webster 306 (level 3).  
Content: Melodic dictation; Cadences; Scales.  
Music Literature Repertoire: Opera: Verdi: La Traviata, Act 1 and Part 1 of Act 2 (i.e. up to the Finale) [1853]  
Studio Aural Choir: Friday 02 April  
DUE TO THE EASTER PUBLIC HOLIDAY, THERE IS NO AURAL STUDIO CHOIR THIS WEEK.  
Please note this Studio time is replaced by a final Studio time of 10.00am to 11.30am on Friday 30 April (Week 11).

Suggested Reading: Clendinning & West Textbook: check the Index for pages relating to the given topics.

### Tutorial

**Aural Tutorial: Monday 12 April**
1. 00pm-2.30pm; and at 2.30pm-4.00pm, in Webster 306 (level 3).

**Written AURAL TEST** (10% of total mark for the course).

Music Literature Repertoire: Orchestral: Berlioz: *Symphonie Fantastique* [1830]; Richard Strauss: *Till Eulenspiegel’s Merry Pranks* [1894-5].

### Studio

**Aural Choir: Friday 16 April** at 10.00am to 11.30am, in Webster 334 (level 3).

All students must attend.

### Week 10: 19 April - 23 April

**Lecture**

**Harmony Lecture: Wednesday 21 April**

**NO LECTURE THIS WEEK**

**Tutorial**

**Aural Tutorial: Monday 19 April**
1. 00pm-2.30pm; and at 2.30pm-4.00pm, in Webster 306 (level 3).

Content: Melodic Dictation; preparation for Singing Test, Jazz chords.

Music Literature Repertoire: Jazz: Count Basie’s Kansas City Seven "Lester Leaps In"; Chick Webb and his Orchestra, featuring Ella Fitzgerald "A-Tisket, A-Tasket";

Tim Hopkins “The Face of Love” (from album: "Upon My Camel").

**Studio**

**Aural Choir: Friday 23 April** at 10.00am to 11.30am, in Webster 334 (level 3).

All students must attend: **SINGING TEST** (worth 5% of overall mark for the course) to held at this time.
Resources

Prescribed Resources

MOODLE: Materials for this course will be frequently made available to all students via the Moodle eLearning website: log-in with your student ID and password, and select the MUSC2602 2020 Course.

Students are expected to monitor the Moodle module frequently during Term for information, class notes, revision exercises, and any updates on assessments.

Please Note: all assessment items, with the exception of in-class tests, must be submitted for marking via the Moodle website.

Recommended Resources

Harmony Textbook: the following textbook will be used by the lecturer throughout all of the 'Materials and Structures of Music' Courses here at UNSW:

Title: The Musician's Guide to Theory and Analysis
Author(s): Jane Piper Clendinnig and Elizabeth Marvin West
Publisher: W.W. Norton & Company Inc.
Edition: 3rd Edition
Year: 2016 (3rd Edition)

Available from the UNSWBookshop as a hard copy, or as an ebook at:

Students are strongly encouraged to make use of the textbook, either as a hard copy (purchased from the UNSWBookshop or via the UNSWLibrary) or as an ebook (purchased from the publisher's website).

Please note: this textbook is a valuable resource for all students in M&S Courses and, if you purchase a copy of the book, you will also receive information (from the book publisher) regarding access to useful on-line support materials, including tutorials on content, quizzes, and recordings of musical examples included in the textbook.

Course Evaluation and Development

Student feedback is on this course is gathered periodically and is always carefully considered with a view to acting on it constructively wherever possible. Feedback is gathered by various means including the occasional informal on-line questionnaire and via the more formal MyExperience Survey process completed at the end of each Term.

In light of previous feedback from students in this course, more emphasis has been placed on providing examples from a wider range of musical styles within all components of the course, in order to further consolidate the student's understanding of the course content and its relevance to student study programs. Also, further attempts have been made to ensure that students have increased access to revision materials, made available via the Moodle website.
Submission of Assessment Tasks

Turnitin Submission

If you encounter a problem when attempting to submit your assignment through Turnitin, please telephone External Support on 9385 3331 or email them on externalteltsupport@unsw.edu.au. Support hours are 8:00am – 10:00pm on weekdays and 9:00am – 5:00pm on weekends (365 days a year). If you are unable to submit your assignment due to a fault with Turnitin you may apply for an extension, but you must retain your ticket number from External Support (along with any other relevant documents) to include as evidence to support your extension application. If you email External Support you will automatically receive a ticket number, but if you telephone you will need to specifically ask for one. Turnitin also provides updates on their system status on Twitter.

Generally, assessment tasks must be submitted electronically via either Turnitin or a Moodle assignment. In instances where this is not possible, it will be stated on your course’s Moodle site with alternative submission details.

For information on how to submit assignments online via Moodle: https://student.unsw.edu.au/how-submit-assignment-moodle
Academic Honesty and Plagiarism

Plagiarism is using the words or ideas of others and presenting them as your own. It can take many forms, from deliberate cheating to accidentally copying from a source without acknowledgement.

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/or progression of ideas of the original, and information without acknowledgement. This also applies in presentations where someone paraphrases another’s ideas or words without credit and to piecing together quotes and paraphrases into a new whole, without appropriate referencing.

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.

Duplication ("self-plagiarism"): submitting your own work, in whole or in part, where it has previously been prepared or submitted for another assessment or course at UNSW or another university.

Correct referencing practices:

- Paraphrasing, summarising, essay writing and time management
- Appropriate use of and attribution for a range of materials including text, images, formulae and concepts.

Individual assistance is available on request from The Learning Centre (http://www.lc.unsw.edu.au/). Students are also reminded that careful time management is an important part of study and one of the identified causes of plagiarism is poor time management. Students should allow sufficient time for research, drafting and proper referencing of sources in preparing all assessment items.

UNSW Library also has the ELISE tool available to assist you with your study at UNSW. ELISE is designed to introduce new students to studying at UNSW but it can also be a great refresher during your study.

Completing the ELISE tutorial and quiz will enable you to:

- analyse topics, plan responses and organise research for academic writing and other assessment tasks
- effectively and efficiently find appropriate information sources and evaluate relevance to your needs
- use and manage information effectively to accomplish a specific purpose
- better manage your time
• understand your rights and responsibilities as a student at UNSW
• be aware of plagiarism, copyright, UNSW Student Code of Conduct and Acceptable Use of
  UNSW ICT Resources Policy
• be aware of the standards of behaviour expected of everyone in the UNSW community
• locate services and information about UNSW and UNSW Library

Some of these areas will be familiar to you, others will be new. Gaining a solid understanding of all the
related aspects of ELISE will help you make the most of your studies at UNSW.
http://subjectguides.library.unsw.edu.au/elise/aboutelise
Academic Information

For essential student information relating to:

- requests for extension;
- late submissions guidelines;
- review of marks;
- UNSW Health and Safety policies;
- examination procedures;
- special consideration in the event of illness or misadventure;
- student equity and disability;
- and other essential academic information, see

https://www.arts.unsw.edu.au/current-students/academic-information/protocols-guidelines/

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Acknowledgement of Country

We acknowledge the Bedegal people who are the traditional custodians of the lands on which UNSW Kensington campus is located.