



The University of Southern Queensland

Course specification

The current and official versions of the course specifications are available on the web at <http://www.usq.edu.au/coursespecification/current>.
Please consult the web for updates that may occur during the year.

Description: Communicating in the Sciences

Subject	Cat-nbr	Class	Term	Mode	Units	Campus
CMS	1100	74880	1, 2008	ONC	1.00	Toowoomba

Academic group:	FOART
Academic org:	FOA003
Student contribution band:	1
ASCED code:	100700

STAFFING

Examiner: Jill Lawrence
Moderator: Eleanor Kiernan

RATIONALE

The contemporary world is characterised by increasing cultural and linguistic diversity and knowledge explosion and transmission. Effective communication in these changed contexts requires not only an understanding of the processes involved in communication and scholarship, but also the ability to apply these understandings to specific contexts. This course will help students access, master and demonstrate the specific genres, discourses and literacies required by academic and scientific fields.

SYNOPSIS

This course presents an introduction to the theory and practice of communication and academic and scientific scholarship. Students study the processes of academic and scientific reading and writing, including research and note taking skills and critical and analytical skills. Students will also study the processes involved in tailoring communication for specific audiences, in analysing tasks and in developing and structuring academic and scientific arguments. The importance of identifying and analysing sound arguments is also covered, along with the development of students' oral presentation, interpersonal and group/team communication skills.

OBJECTIVES

On successful completion of this course students will be able to:

1. find, evaluate and reference research information;
2. explain the processes involved in communication and apply the theory to their communication in specific academic, scientific and professional contexts;
3. analyse academic and scientific communication tasks and develop, structure and edit logically argued and valid academic/scientific arguments;
4. identify, develop and communicate sound arguments in written and oral forms, as well as critically analyse and identify illogical and unsound arguments;

5. identify the role and importance of effective interpersonal communication in academic, scientific and professional contexts;
6. Specify the importance of interpersonal and team/group work to scientific and academic endeavour and develop students' abilities to be effective group/team members;
7. Analyse the role of effective nonverbal communication in academic and professional effectiveness.

TOPICS

Description	Weighting (%)
1. Information literacy and library research skills	5.00
2. Evaluating and assessing research evidence	5.00
3. The communication process	10.00
4. Written communication in academic and scientific contexts	30.00
5. Oral Communication	10.00
6. Critical thinking, logic and argumentation	10.00
7. Interpersonal communication	10.00
8. Communicating in groups/teams	10.00
9. Nonverbal communication	10.00

TEXT and MATERIALS required to be PURCHASED or ACCESSED

ALL textbooks and materials are available for purchase from USQ BOOKSHOP (unless otherwise stated). Orders may be placed via secure internet, free fax 1800642453, phone 07 46312742 (within Australia), or mail. Overseas students should fax +61 7 46311743, or phone +61 7 46312742. For costs, further details, and internet ordering, use the 'Textbook Search' facility at <http://bookshop.usq.edu.au> click 'Semester', then enter your 'Course Code' (no spaces).

TO BE ADVISED.

REFERENCE MATERIALS

Reference materials are materials that, if accessed by students, may improve their knowledge and understanding of the material in the course and enrich their learning experience.

Anderson, J & Poole, M 2001, *Assignment and thesis writing*, 4th edn, Jacaranda Wiley Ltd, Milton.

Arnold, E & Boggs, KL 2003, *Interpersonal relationships: Professional communication skills for nurses*, Saunders, Missouri.

Baker, E, Barrett, M & Roberts, L 2002, *Working communication*, John Wiley & Sons, Milton.

Burdess, N 1998, *Handbook of student skills*, 2nd edn, Prentice Hall, Sydney.

DeVito, J 2000, *Messages building interpersonal communication skills*, 5th edn, Allyn and Bacon, Boston, MA.

Dwyer, J 2002, *Communicating in business: Strategies and skills*, 2nd edn, Pearson Education, Australia.

Hay, I 2002, *Communicating in geography and the environmental sciences*, 2nd edn, Oxford University Press, Melbourne.

Hay, I, Bochner, D & Dungey, C 2002, *Making the grade: A guide to successful communication and study*, 2nd edn, Oxford University Press, Melbourne.

Lewis, G & Slade, C 2000, *Critical communication*, 2nd edn, Prentice Hall, Sydney.

Mahony, D 2004, *Studying and writing effectively*, QUT, Brisbane.

Mohan, T, McGregor, H, Saunders, S & Archer, R 1996, *Communicating!: Theory and practice*, 4th edn, Harcourt Brace, Sydney.

Putnis, P & Petelin, R 1999, *Professional communication: Principles and applications*, 2nd edn, Prentice Hall, Sydney.

Tubbs, S & Moss, S 2000, *Human communication*, 7th edn, McGraw Hill, Boston.

Tyler, S, Kossen, C & Ryan, C 2004, *Communication: A foundation course*, 3rd edn, Prentice Hall, Sydney.

STUDENT WORKLOAD REQUIREMENTS

ACTIVITY	HOURS
Directed Study	90.00
Private Study	50.00
Tutorials	26.00

ASSESSMENT DETAILS

Description	Marks out of	Wtg (%)	Due date
GROUP ORAL PRESENTATION	100.00	20.00	05 Apr 2008 (see note 1)
ARTICLE REVIEW/CRITIQUE	100.00	30.00	21 Apr 2008 (see note 2)
REPORT (2000 WORDS)	100.00	50.00	13 Jun 2008 (see note 3)

NOTES

1. Requirements for this assessment will be advised at beginning of semester in Tutorial. This assessment item relates to all of the Objectives.
2. This assessment item relates to Objectives 1,2 & 3.
3. This assessment item relates to Objectives 1,2,3,4,5 & 6.

IMPORTANT ASSESSMENT INFORMATION

1 Attendance requirements:

It is the student's responsibility to attend and participate appropriately in all activities (such as lectures, tutorials, laboratories and practical work) scheduled for them, and to study all material provided to them or required to be accessed by them to maximise their

- chance of meeting the objectives of the course and to be informed of course-related activities and administration. For this course, normal attendance consists of one two-hour tutorial per week.
- 2 Requirements for students to complete each assessment item satisfactorily:
To successfully complete an individual assessment item, a student must achieve at least 50% of the marks or a grade of at least C-. This statement must be read in conjunction with Statement 4 below.
 - 3 Penalties for late submission of required work:
If students submit assignments after the due date without prior approval, then a penalty of 10% of the total marks available for the assignment will apply for each of the first FIVE working days late, after which a zero mark will be given.
 - 4 Requirements for student to be awarded a passing grade in the course:
To be assured of receiving a passing grade, a student must achieve at least 50% of the total weighted marks available for the course.
 - 5 Method used to combine assessment results to attain final grade:
The final grades for students will be assigned on the basis of the aggregate of the weighted marks obtained for each of the summative assessment items in the course.
 - 6 Examination information:
There is no exam for this course.
 - 7 Examination period when Deferred/Supplementary examinations will be held:
Given the details under (6) above, there are no deferred exams for this course. However, if any deferred/makeup work is granted, it would have to be submitted by a date set by the examiner.
 - 8 University Regulations:
Students should read USQ Regulations 5.1 Definitions, 5.6 Assessment, and 5.10 Academic Misconduct for further information and to avoid actions which might contravene University Regulations. These regulations can be found at the URL <http://www.usq.edu.au/corporateservices/calendar/part5.htm>

ASSESSMENT NOTES

- 9 (a) The due date for an assignment is the date by which a student must lodge the assignment at the USQ. (b) All Faculty of Arts assignments must be lodged in the Faculty Assessment Centre on the Ground Floor of Q Block no later than 12 noon on the due date. (c) In the event that a due date for an assignment falls on a local public holiday in their area, such as a Show holiday, the due date for the assignment will be the next day. Students are to note on the assignment cover the date of the public holiday for the examiner's convenience. (d). Students must retain a copy of each item submitted for assessment. This must be despatched to USQ within 24 hours if requested by the Examiner. (e) In accordance with University's Assignment Extension Policy (Regulation 5.6.1), the examiner of a course may grant an extension of the due date of an assignment in extenuating circumstances such as documented ill-health. (f) Students who have undertaken all of the required assessments in the course but who have failed to meet some of the specified objectives of the course within the normally prescribed time may be awarded the temporary grade: IM (Incomplete-Makeup). An IM grade will only be awarded when, in the opinion of the examiner, a student will be able to achieve the remaining objectives of the course after a period of non-directed personal study. (g) Students who, for medical, family/personal, or employment-related reasons, are unable to complete an assignment or sit for an examination at the scheduled time, may apply to defer an assessment in the course. Such a request must be accompanied by appropriate supporting documentation. One of the following temporary

grades may be awarded: IDS (Incomplete - Deferred Examination; IDM (Incomplete Deferred Make-up); IDB (Incomplete - Both Deferred Examination and Deferred Make-up).

OTHER REQUIREMENTS

- 1 In view of the course objectives and their emphasis on the development of conceptual and applicable skills and, as much of the assessment relies on the objectives, students are very strongly advised to attend all classes.
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