



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: Workplace-based Project (1 unit)

Subject	Cat-nbr	Class	Term	Mode	Units	Campus
WBL	8010	87154	1, 2009	ONC	1.00	Fraser Coast

<b>Academic group:</b>	FOART
<b>Academic org:</b>	FOARTS
<b>Student contribution band:</b>	National Priority Teaching
<b>ASCED code:</b>	079999

### STAFFING

Examiner: Ralph Clark  
Moderator: Patrick O'Brien

### RATIONALE

Workplace Based Learning programs are designed to enable a student to draw upon work and life experiences in developing new, higher-level knowledge that is relevant to the workplace. This core course may be taken at any time after it has been outlined in an approved WBL8000 learning profile. The workplace-based project will look at some agreed feature of the student's usual work. The most likely form of a project will analyse what actually occurs and will look at possible improvements that could take place. It is the student learning that takes place that will be evaluated. The student's experience and expertise within the workplace will provide insights into the investigation that, when supported by high level learning and appropriate literature, will produce advanced knowledge relating to professional practice.

### SYNOPSIS

The student will work and study at the same time, by looking at some agreed feature of the student's usual work. With the help and support of an adviser, the student will look at appropriate literature, and may additionally study other courses, to gain a higher level of understanding, while investigating processes or procedures in the workplace, with the aim of looking at possible improvements that could be of benefit to the work-place. The insights that the student will have as a result of experience and expertise will provide a much sharper, and more realistic focus than would otherwise be possible. The student may, where necessary, develop appropriate research instruments / methodology to collect appropriate data which will subsequently be analysed. Alternatively, the student may develop something that is completely new, perhaps as a product or process. It is the student learning that has taken place that will be evaluated when the student writes a report on the project, which may also summarise new, high-level knowledge relating to professional practice. The course will be a pass/fail course. It is expected that the student's work will be of the highest professional standard.

## OBJECTIVES

Upon the successful completion of this course students will be able to make a suitable presentation to members of the professional community demonstrating the high level professional learning that has taken place within the project by outlining:

1. project / research objectives
2. literature reviews
3. appropriate methodology for the project
4. main features of the project
5. main findings / results / implications of the project
6. new knowledge that may be of benefit to the workplace

## TOPICS

	Description	Weighting (%)
1.	Literature and Research Objectives	20.00
2.	Appropriate methodology, validity, strategies, timelines and communications	15.00
3.	Project implementation / data collection	15.00
4.	Analysis and findings / implications	15.00
5.	Presentation of new knowledge	15.00
6.	Professional Learning	20.00

## 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).

## 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.

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Marshall, C & Rossman, GB 1999, *Designing qualitative research*, 3rd edn, Sage, Thousand Oaks.

Pedhazur, EL & Pedhazur Schmelkin, L 1991, *Measurement, design and analysis*, Lawrence Erlbaum, Hillsdale.

## STUDENT WORKLOAD REQUIREMENTS

ACTIVITY	HOURS
Assessments	80.00
Private Study	80.00
Tutorials	5.00

## ASSESSMENT DETAILS

Description	Marks out of	Wtg (%)	Due date
RESEARCH OBJECTIVES & LITERATURE	1.00	0.00	09 Mar 2009
PROJECT METHODOLOGY	1.00	0.00	30 Mar 2009
ANALYSIS / FINDINGS / IMPLICATIONS	1.00	0.00	04 May 2009
PROJECT REPORT	1.00	100.00	01 Jun 2009

## IMPORTANT ASSESSMENT INFORMATION

- Attendance requirements:  
It is the students' responsibility to attend and participate appropriately in all activities (such as lectures, tutorials, laboratories, and practical work) scheduled for them. For this course tutorials, that may take a variety of formats, will be held at negotiated times throughout the semester.
- Requirements for students to complete each assessment item satisfactorily:  
N/A
- Penalties for late submission of required work:  
(a) Students who do not submit the final assessment items by the Due Date will normally be awarded a fail grade. (b) Extension of a deadline may be granted by the course examiner. Application for such an extension must be made in writing to the course examiner prior to the Due Date and endorsed by the student's USQ adviser.
- 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
- Method used to combine assessment results to attain final grade:  
As P is the only passing grade available for this course, all students who are qualified for a passing grade under the requirements in 4 above, will be given a grade of P. Other students will be given either a Fail grade or an Incomplete grade
- Examination information:  
There is no timed examination in this course.
- Examination period when Deferred/Supplementary examinations will be held:  
Not applicable.
- University Regulations:  
Students should read USQ Regulations 5.1 Definitions, and 5.6. Assessment 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> or in the printed version of the current USQ Handbook.

## **ASSESSMENT NOTES**

- 1 SUPERVISION (a) The examiner will appoint a supervisor for each student enrolled in the course. (b) The student shall communicate with the supervisor at regular intervals, normally weekly, or as indicated by the supervisor and keep whatever records of progress the examiner may require (eg a log book).
- 2 The due date for an assignment is the date by which a student must despatch the assignment to the USQ. The onus is on the student to provide proof of the despatch date, if requested by the Examiner.
- 3 Students must retain a copy of each item submitted for assessment. This must be despatched to USQ within 24 hours if required by the Examiner.
- 4 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.
- 5 Assessments for workplace-based learning post-graduate programs in Professional Studies should normally be submitted in electronic form, however, alternative arrangements may also be required.
- 6 USQ will NOT accept submission of assignments by facsimile.
- 7 Students who have undertaken all of the required assessments in a course but who have failed to meet some of the specified objectives of a course within the normally prescribed time may be awarded the temporary grade: IM (Incomplete - Make up). 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.
- 8 Students who, for medical, family/personal, or employment-related reasons, are unable to complete an assignment or to sit for an examination at the scheduled time may apply to defer an assessment in a course. Such a request must be accompanied by appropriate supporting documentation. The following temporary grade may be awarded: IDM (Incomplete Deferred Make-up).

## **OTHER REQUIREMENTS**

- 1 Students will require access to e-mail and internet access to USQConnect for this course.
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