Section A: Subject Information

Subject Code & Name: SHS 320 Motor Control and Dysfunction
Credit Points: 8
Pre-requisite(s): BMS 202 or SHS 211
Co-requisite(s): None
Restrictions: Unavailable to students who have already completed BMS 352 or SHS 311
Equivalence: BMS 346
Assessment: Workshop reports (10+30%), final report and presentation (20%), final exam (40%).
Session: Spring 2013
Campus Locations: Wollongong
Delivery Method: On Campus
Contact Hours: 2hrs Lectures and 2 hrs practicals/tutorials per week

Subject Timetable
All timetable information is subject to variation, with last minute room changes due to change in enrolment numbers being the most common. Check the latest information on the university web timetable at via the Timetable link under Study Resources on the Current Students webpage or log into SOLS to view your personal timetable prior to attending classes, particularly in the first few weeks of session.

Subject Coordinator
Name: Paul Stapley
Location: School of Health Sciences, Building 41, Room 336
Consultation times: Tuesday; 13h30-14h30, Wednesday; 9h30-10h30, and during tutorials/workshops.
Telephone: 61 2 4221 2514
Email: pstapley@uow.edu.au

Student Administration
Location: 41.152
Telephone: 61 2 4221 3492
Email: smah_student_enquiries@uow.edu.au

Prescribed Text
There is no single, prescribed text for this course. Rather, the following texts and relevant chapters have been used and should be read (see below).

Assessment Tasks

<table>
<thead>
<tr>
<th>Assessment Task</th>
<th>Due Date</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>1- Workshop reports</td>
<td>(see schedule)</td>
<td>10%</td>
</tr>
<tr>
<td>2- Graded workshop reports</td>
<td>(see schedule)</td>
<td>30%</td>
</tr>
<tr>
<td>3- Experimental report/presentation</td>
<td>(see schedule)</td>
<td>20%</td>
</tr>
<tr>
<td>4- Final exam</td>
<td>SEE EXAM SCHEDULE</td>
<td>40%</td>
</tr>
<tr>
<td>5- Practicum hours</td>
<td>Week 1 FINAL EXAM PERIOD</td>
<td>N/A</td>
</tr>
</tbody>
</table>

eLearning Space
For information regarding the eLearning spaces please use the following links:
Section A: Subject Information

Subject Description
This subject will provide you with an understanding of the neurophysiological mechanisms underlying motor control and learning. It will outline the mechanisms of motor control and when possible relate underlying principles of control to explaining motor dysfunction. Knowledge of the neurophysiological basis of control of both normal and dysfunctional motion is presented wherever possible, including an analysis of the sensory and motor systems. The course will also present the traditional and latest theories motor learning and adaptation, with an emphasis on cerebellar disorders. The course material will be supplemented by practical laboratories which are designed to enhance the taught content. The neurophysiological and anatomical basis of some of the major disorders of human motion including Parkinson’s disease, spinal cord injury and stroke will be explained where possible in order to illustrate the different functions of the CNS in relation to movement.

Learning Outcomes
On completion of this subject, students should be able to:

a) Explain the basic regulatory mechanisms of human voluntary movement.
b) Understand the control of single and multi-joint movements.
c) Understand the roles of specific nervous system regions such as the cerebral cortex, cerebellum, and spinal cord in movement control.
d) Understand how sensation (e.g. proprioception, vestibular, vision) contributes to the regulation of human movement.
e) Understand how posture and balance are maintained in humans and animals,
f) Understand the control of human and animal locomotion.

Subject Contacts

Subject Coordinator/Lecturer
Name: Dr Paul Stapley.
Location: School of Health Sciences, Building 41, Room 336
Please note: student emails will only be responded to during these consultation hours. To ensure your emails are responded to please include ‘SHS320’ in the subject line of your email.
Telephone: 61 2 4239 2514
Email: pstapley@uow.edu.au

Demonstrator
Name: Mr Alexander Stamenkovic, BSc, (Hons), PhD candidate (Neural Control of Movement Lab).
Location: School of Health Sciences, Building 41.
Consultation times: During tutorials and workshops.
Email: as530@uow.edu.au

Demonstrator
Name: Mr Joel Walsh, BSc, MSc candidate (Neural Control of Movement Lab).
Location: School of Health Sciences, Building 41.
Consultation times: During tutorials and workshops.
Email: jaw998@uow.edu.au

Subject Timetable
All timetable information is subject to variation, with last minute room changes due to change in enrolment numbers being the most common. Check the latest information on the university web timetable at via the Timetable link under Study Resources on the Current Students webpage or log into SOLS to view your personal timetable prior to attending classes, particularly in the first few weeks of session.

Subject Outline (Dr. P Stapley): SHS 320_S213 2013
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Attendance/Study time

On-campus delivery: It is expected that students will allocate 6-8 hours per week to this subject, including class attendance. Class attendance is not an assessable component for the purposes of accumulating marks, but attendance at certain classes may be compulsory and failure to meet attendance requirements may result in a Technical Fail for the subject—please see Section B: Assessment Information for details.

Distance delivery: It is expected that students will allocate 6-8 hours per week to this subject to complete the study guide requirements, complete your assignments and prepare for an examination where applicable.

Flexible delivery: Dates for study days and weeks will be listed on the Online Calendar, found via the Subject Descriptions link on the Course Handbook page.
## Timetable of Topics

<table>
<thead>
<tr>
<th>Week</th>
<th>Date</th>
<th>Lectures (1hr)</th>
<th>Workshop practicals</th>
<th>Tutorials</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>29.07.2013</td>
<td>*INTRODUCTION TO SHS 320 WHAT IS MOTOR CONTROL?</td>
<td>NONE</td>
<td>NONE</td>
</tr>
<tr>
<td>2</td>
<td>05.08.2013</td>
<td>CONTROL OF SINGLE AND MULTI-JOINT MOVEMENTS</td>
<td>HOW TO CONDUCT AND REPORT MOTOR CONTROL WORKSHOPS; MEASURING AND PLOTTING EMG, ACCELERATION, ETC.</td>
<td>NONE</td>
</tr>
<tr>
<td>3</td>
<td>12.08.2013</td>
<td>INFORMATION PROCESSING/PRE-PROGRAMMED REACTIONS</td>
<td>1. TUT/DESIGN OWN EXP</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>19.08.2013</td>
<td>CORTEX/ASCENDING AND DESCENDING PATHWAYS/STROKE</td>
<td>1. SHORT/LONG LATENCY REFLEXES, ORGANISATION OF SINGLE JOINT MOVEMENTS</td>
<td>WORKSHOP 1. Due**</td>
</tr>
<tr>
<td>5</td>
<td>26.08.2013</td>
<td>SPINAL MOTOR CONTROL MECHANISMS/SPINAL INJURY AND REHAB</td>
<td>2. TUT/DESIGN OWN EXP</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>02.09.2013</td>
<td>VESTIBULAR SYSTEM AND CONTROL OF GAZE (EYE MOVEMENTS)</td>
<td>2. ORGANISATION OF MULTI JOINT MOVEMENTS</td>
<td>WORKSHOP 2. Due**</td>
</tr>
<tr>
<td>7</td>
<td>09.09.2013</td>
<td>POSTURE &amp; BALANCE 1</td>
<td>3. TUT/DESIGN OWN EXP</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>16.09.2013</td>
<td>POSTURE &amp; BALANCE 2</td>
<td>3. MYOTATIC REFLEXES &amp; REACTION TIME</td>
<td>WORKSHOP 3. Due**</td>
</tr>
<tr>
<td>9</td>
<td>23.09.2013</td>
<td>MOTOR LEARNING/SKILL ACQUISITION</td>
<td>NONE</td>
<td>NONE</td>
</tr>
<tr>
<td>11</td>
<td>14.10.2013</td>
<td>MOTOR LEARNING/ADAPTATION, ROLE OF CEREBELLUM</td>
<td>4. TUT/DESIGN OWN EXP</td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>21.10.2013</td>
<td>CONTROL OF LOCOMOTION</td>
<td>5. LEARNING AND ADAPTATION</td>
<td>EXPERIMENTAL PRESENTATIONS WORKSHOP 5. Due**</td>
</tr>
<tr>
<td>13</td>
<td>28.10.2013</td>
<td>REVISION WEEK, EXAM PREPARATION</td>
<td>EXPERIMENTAL PRESENTATIONS</td>
<td></td>
</tr>
</tbody>
</table>

**Practicals:** Monday/Wednesdays: 8:30-9:30.
**Tutorials/workshops:** Monday: 9h30-11h30, 11h30-13h30, 14h30-16h30. Tuesday: 9h30-11h30.
* Monday 7th October is a NSW Public Holiday.
** Workshop/tutorial reports are due at 4pm on Fridays (weeks 4, 6, 8, 10, and 12, see dates above). Any that are received after that time will be subject to the late submission policy (see below).
NB: Timetable of lecture topics is subject to change.
Textbooks and Supplementary Materials

Prescribed Text
There is no single, prescribed text for this course. Rather, the following texts and relevant chapters have been used and should be read:

Textbooks:

Articles/Published works (may be updated-added to during the course), will be available through Moodle 1 week prior to the relevant lecture(s):


Supplementary Materials to Be Purchased by Students
None
Recommended Additional Readings

All recommended readings will be posted on e-Learning at least one week before each lecture. Readings are HIGHLY recommended and provide information that complements that given in the lecture notes. As you are READING for a degree, you are expected to read these additional readings. Your success in the final exam depends upon you reading the material that it recommended. Reading lecture notes ONLY will not provide you with the depth of knowledge required.

Recommended readings are not intended as an exhaustive list and students should use the Library catalogue and databases to locate additional resources.

Distance students studying within Australia should refer to the information and resources found via the Library link on the UOW homepage regarding off-campus library services available.

Distance students studying outside Australia should contact their subject coordinator, as arrangements for library services may be available within their own country.

eLearning Space

This subject has materials and activities available via eLearning. To access eLearning you must have a UOW user account name and password, and be enrolled in the subject. eLearning is accessed via SOLS (student online services). Log on to SOLS and then click on the eLearning link in the menu column.

For information regarding the eLearning spaces please use the following links:


eReadings

Electronic readings for this subject are available through the library website. Visit the Catalogue via the Library link on the UOW homepage or see staff at the Information Desk in the Library for information and help with eReadings.

Graduate Qualities

Information on the UOW Graduate Qualities can be found at via the Learning and Teaching link on the UOW homepage. The University of Wollongong has developed five graduate qualities which it considers express valuable qualities that are essential for UOW graduates in gaining employment and making an important contribution to society and their chosen field. Student development of the following graduate qualities in particular will be enhanced by their participation in this subject:

1. Informed: Have a sound knowledge of an area of study or profession and understand its current issues, locally and internationally. Know how to apply this knowledge. Understand how an area of study has developed and how it relates to other areas.

2. Independent learners: Engage with new ideas and ways of thinking and critically analyse issues. Seek to extend knowledge through ongoing research, enquiry and reflection. Find and evaluate information, using a variety of sources and technologies. Acknowledge the work and ideas of others.

3. Problem solvers: Take on challenges and opportunities. Apply creative, logical and critical thinking skills to respond effectively. Make and implement decisions. Be flexible, thorough, innovative and aim for high standards.

4. Effective communicators: Articulate ideas and convey them effectively using a range of media. Work collaboratively and engage with people in different settings. Recognise how culture can shape communication.
Section B: Assessment

Minimum Requirements for a Pass in this Subject

To receive a clear pass in this subject a total mark of 50% or more must be achieved. In addition, students must meet all of the minimum performance requirements as listed below. Failure to meet any of the minimum performance requirements is grounds for awarding a Technical Fail (TF) in the subject even where total marks accumulated are greater than 50%.

Minimum Academic Performance: A Technical Fail (TF) grade will be awarded for the subject even where a student gains a total mark that would otherwise allow a passing grade if a student meets one or more of the following criteria:

- does not attempt all assessment tasks
- does not pass the final exam

Minimum Attendance: student attendance at workshop/tutorials is compulsory. Absences will require a medical certificate or other suitable documentation, which must be presented to your demonstrator as soon as possible after the absence has occurred. Students who do not meet minimum attendance requirements may be awarded a Technical Fail (TF) for this subject.

Minimum Participation: Student participation in tutorials and workshops is compulsory, and are assessable components of this course. Students who do not meet minimum participation requirements may be awarded a Technical Fail (TF) for this subject or will lose marks.

Students who do not meet the overall minimum performance level requirements outlined above may be given a Technical Fail (TF) grade on their academic transcript even where the total marks accumulated are 50% or higher. Where a Technical Fail is awarded, the grade is displayed as TF but a mark is not displayed on the academic transcript. For the purposes of calculating a Weighted Average Mark (WAM) a TF is allocated a mark of 49.
Details of Assessment Tasks

<table>
<thead>
<tr>
<th>Assessment 1</th>
<th>MOTOR CONTROL WORKSHOP/TUTORIALS (5 IN TOTAL)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Format</td>
<td>Workshop attendance and submission of a written report, in the required format.</td>
</tr>
<tr>
<td>Due date</td>
<td>See schedule.</td>
</tr>
<tr>
<td>Weighting</td>
<td>10%</td>
</tr>
<tr>
<td>Pass mark</td>
<td>100% (attendance and workshop reports combined).</td>
</tr>
<tr>
<td>Length</td>
<td>2 hrs in laboratory</td>
</tr>
<tr>
<td>Details</td>
<td>Practical motor control workshops/tutorials in lab</td>
</tr>
<tr>
<td>Submission</td>
<td>To SMAH Central as a written report by 4pm on submission date (see schedule)</td>
</tr>
</tbody>
</table>

Assessment 1 will be marked using the following criteria:

1. Submission of workshop experimental report and attendance 100% (2% each workshop)

This is a COMPULSORY element. Students are required to attend ALL workshops. Students will be divided into groups or as per bench during the first laboratory. The group the students are divided into will remain their group/bench for the entire semester. Students will be required to complete ALL laboratory reports and have them handed in by the prescribed due date, as outlined in the semester calendar. Students will receive a pass or fail mark for having handed in each report, however, only two of the five submitted laboratory reports will be academically graded (see Assessment 2), as determined by the subject coordinator. The reports must include all components (questions) indicated on the handouts accompanying the workshops as well as any supporting data or graphs that the student deems useful in explaining the report correctly. Failure to submit a laboratory report by the set date will result in a fail mark for the student, for that particular laboratory. Reports can be submitted to SMAH Central with the appropriate School cover sheet before 4pm of each Friday specified in the schedule. There will be no opportunity to resubmit unsatisfactory reports and any reports submitted to SMAH Central after the deadline will not be considered.

<table>
<thead>
<tr>
<th>Assessment 2</th>
<th>GRADED MOTOR CONTROL WORKSHOP/TUTORIALS (2 IN TOTAL)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Format</td>
<td>Workshop attendance and submission of a written report.</td>
</tr>
<tr>
<td>Due date</td>
<td>See schedule.</td>
</tr>
<tr>
<td>Weighting</td>
<td>30%</td>
</tr>
<tr>
<td>Pass mark</td>
<td>50% (attendance and workshop reports combined).</td>
</tr>
<tr>
<td>Length</td>
<td>2 hrs in laboratory</td>
</tr>
<tr>
<td>Details</td>
<td>Practical motor control workshops/tutorials in lab</td>
</tr>
<tr>
<td>Submission</td>
<td>To SMAH Central as a written report by 4pm on submission date (see schedule)</td>
</tr>
</tbody>
</table>

Assessment 2 will be marked using the following criteria:

1. Workshop report 100% (10% each workshop report)

This is a COMPULSORY element. In week 12 students will be notified of the reports that are to be academically graded. If a student has failed to submit the report for that particular laboratory they will receive no grade.

Reports can be submitted to SMAH Central with the appropriate School cover sheet before 4pm of each Friday specified in the schedule. There will be no opportunity to resubmit unsatisfactory reports and any reports submitted to SMAH after the deadline will not be considered. Reports will not be returned until after the grades are released for this semester although they will be marked within the 2 weeks following their submission.
<table>
<thead>
<tr>
<th>Assessment 3</th>
<th>FINAL EXPERIMENTAL REPORT AND PRESENTATION</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Format</strong></td>
<td>Final exam</td>
</tr>
<tr>
<td><strong>Due date</strong></td>
<td>Weeks 12 and 13.</td>
</tr>
<tr>
<td><strong>Weighting</strong></td>
<td>20% (15% report + 5% presentation)</td>
</tr>
<tr>
<td><strong>Pass mark</strong></td>
<td>50%</td>
</tr>
<tr>
<td><strong>Length</strong></td>
<td>2 hrs</td>
</tr>
<tr>
<td><strong>Details</strong></td>
<td>Students must carry out a motor control experiment and present it as a group.</td>
</tr>
</tbody>
</table>

This is a COMPULSORY element. In your groups, you will be expected to devise, test and present a mini experiment, based on one or more theoretical principles covered in the lectures. You are encouraged to be creative within your groups, and to devise an original motor control experiment related to lecture content. The assessment for this component of the course will be based upon: 1) the explanation of the theoretical basis for your experiment, 2) your original (and testable) hypothesis, 3) Conduct and explanation of your experimental methods, 3) explanation of your results, 4) your summary and conclusions. You are expected to submit a written report and present an oral presentation in your groups, both of which are graded. More explanation of the requirements of this assessment task will be given during the 11 weeks preceding weeks 12 and 13. You are expected to use the tutorial times (weeks 3, 5, 7, and 11) to devise and carry out your experiments.

<table>
<thead>
<tr>
<th>Assessment 4</th>
<th>FINAL EXAM</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Format</strong></td>
<td>Final exam</td>
</tr>
<tr>
<td><strong>Due date</strong></td>
<td>In the final exam period.</td>
</tr>
<tr>
<td><strong>Weighting</strong></td>
<td>40%</td>
</tr>
<tr>
<td><strong>Pass mark</strong></td>
<td>50%</td>
</tr>
<tr>
<td><strong>Length</strong></td>
<td>3 hrs</td>
</tr>
<tr>
<td><strong>Details</strong></td>
<td>A number of multiple choice, short and long answer questions.</td>
</tr>
</tbody>
</table>

This is a COMPULSORY element. The examination will cover the content of all lectures and anatomy/workshop content covered during the 13 week semester. Short answer questions will cover selected topics covered during the lectures. Multiple-choice questions will also cover all lectures. Students will be given some indication of format and mark allocation in the revision lecture in week 13.
**Assessment 5**  
PRACTICUM HOURS

<table>
<thead>
<tr>
<th>Format</th>
<th>Practicum – Please note: this assessment is required for Bachelor of Science (Exercise Science) and Bachelor of Exercise Science and Rehabilitation students only</th>
</tr>
</thead>
<tbody>
<tr>
<td>Due date</td>
<td>Week 2 of Final Exam Period</td>
</tr>
<tr>
<td>Weighting</td>
<td>N/A</td>
</tr>
<tr>
<td>Pass mark</td>
<td>N/A</td>
</tr>
<tr>
<td>Length</td>
<td>50 hours</td>
</tr>
</tbody>
</table>

**Details**

i) You will be required to:
  - Read information with regards to healthy practicum placement hours
  - Understand the learning objectives required in order to count the healthy practicum hours
  - Fill out the log book
  - Fill out the learning contract
  - Fill out the work experience insurance form (for external sites only)

ii) To assist in this process see Mr John Sampson (Ph 4221 5597, jsampson@uow.edu.au) to view high quality placements already organised for you
- These will be displayed outside his office (41.330)
- You should ensure that you sign up for these placements sites as soon as possible.

**Note:** You do not need to acquire any more than 140 healthy placement hours in this degree. Thus if you have already acquired the specified number of hours (140) there is no requirement for you in this subject to complete any additional practicum hours.

**Submission**

Submit photocopy of your assignment to Dr John Sampson for signature.

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**Submission of Assignments**

Specific submission instructions have been included in the assignment details section of this outline. An assignment cover sheet must be attached to all assignments and all sections of the cover sheet must be completed by the student. Receipts will be issued on submission of assignments and students are required to retain this receipt until they have received the final mark for that assessment task. The receipt is the only proof of submission of assignments and students will be required to produce this in the event that an assessment task is considered to be lost. Students are also expected to keep a copy of all their submitted assignments in the event that re-submission is required.

Note that if assignments are submitted in the after-hours slot in SMAH Central or via post, the receipt must be filled out and left attached to the coversheet. The receipt will be stamped and retained under the counter at SMAH Central for later collection during business hours. You must collect your receipt personally and you will be required to show your student card at the counter of SMAH Central to obtain your receipt. Any assignments received without the coversheet attached, receipt section completed in full or receipt missing will not be receipted.

Students may post their assignments in to:

SMAH Central (41.152)  
University of Wollongong  
Wollongong NSW 2522

Distance assignment coversheets provided with the subject materials package are to be completed and attached to all assignments individually – do not attach more than one assignment to a coversheet. Receipt of assignments from Distance students will be acknowledged by email provided that you include your student email account (e.g. js234@uowmail.edu.au) on the assignment coversheet. If you have submitted an assignment that includes your email account details and have not received an email receipt within 5 working days, please contact SMAH Central on 02 4221 3492. Please keep a copy of your assignment in case of loss after mailing. Assignments will be returned by post as quickly as possible after marking.
Due Date
Unless otherwise specified, assignments are due by 4:00pm on the due date specified for the assessment task.

The date of submission by post for students will be considered to be the postmark date stamped on the assignment envelope. Note that it is not generally necessary to use Express Post as long as the envelope is clearly postmarked. However, approved late submission or other requirements of the Subject Coordinator may necessitate use of Express Post. If Express Post is used you need to specifically request that the Post Office postmark your envelope, as Express Post envelopes do not normally carry a postmark.

Late Submission
Late submission of an assessment task without an approved extension of the deadline is not acceptable. Marks will be deducted for late submission at the rate of 5% of the total possible marks for that particular assessment task per day. This means that if a piece of work is marked out of 100, then the late penalty will be 5 marks per day (5% of 100 possible marks per day). The formula for calculating the late penalty is the total possible marks x 0.05 x number of days late. For example:

Student A submits an assignment which is marked out of 100. The assignment is submitted 7 days late. This means that a late penalty of 35 marks will apply (100 x 0.05 x 7). The assignment is marked as per normal out of 100 and is given a mark of 85/100, and then the late penalty is applied. The result is that the student receives a final mark of 50/100 for the assignment (85 (original mark) – 35 marks (late penalty) = 50/100 (final mark)).

Student B submits a report, which is marked out of 20. The report is submitted three days late. This means that a late penalty of 3 marks will apply ((20 x 0.05 x 3). The report is marked as per normal out of 20 and is given a mark of 17/20, and then the late penalty is applied. The result is that the student receives a final mark of 14/20 for the report (17 (original mark) – 3 marks (late penalty) = 14/20 (final mark)).

For the purposes of this policy a weekend (Saturday and Sunday) will be regarded as two days.

No marks will be awarded for work submitted either: a) after the assessment has been returned to the students or b) more than two weeks after the due date, whichever is the sooner. Notwithstanding this, students must complete all assessment tasks to a satisfactory standard and submit them, regardless of lateness or loss of marks, where submission is a condition of satisfactorily completing the subject.

Extensions
An extension of time to submit assignments can only be granted by the subject coordinator in exceptional circumstances. Pressure of work, either from employment or from other studies, is not an acceptable reason for seeking an extension of time. Carefully note the due date for each assignment and plan your work so that deadlines can be met.

Students seeking an extension must submit an application for academic consideration through SOLS with appropriate documentation PRIOR to the deadline for submission of the assessment task.

Assessment Return
Marked assignments will be handed out in class or be available for collection during academic consultation hours OR according to the arrangement announced by the Subject Coordinator. In accordance with University Policy marked assignments will usually only be retained by the Subject Coordinator/Tutor for 21 days after the declaration of the marks for that assignment. After that time any uncollected assignments will be destroyed.

Supplementary Assessments
Supplementary assessment may be offered to students who apply for student academic consideration and can demonstrate suitable grounds in accordance with the Student Academic Consideration Policy. The precise form of supplementary assessment will be determined at the time the offer of a supplementary assessment is made.
Examination Rules
In 2012, there were a number of changes to the University Examination Rules that affect all current students. You can find this information at the following link; http://www.uow.edu.au/student/exams/index.html.

Supplementary Examinations
You can find the information for supplementary examinations at the following link; http://www.uow.edu.au/student/exams/aboutsupp/index.html.

Student Academic Consideration Policy
Academic Consideration is a process intended to help minimise the impact of serious or extenuating circumstances beyond a student's control which significantly impair a student's ability to complete an assessment task on or by the due date as stipulated in the Subject Outline or to progress academically in a subject relevant to their course of study. Academic consideration may be granted on the basis of medical grounds, compassionate grounds and/or extenuating circumstances.

It is not possible for academic consideration to compensate for every consequence of illness, injury, other serious cause, or extenuating circumstance affecting a student's academic progress. However, academic consideration, where appropriate, may help to minimise the impact of such circumstances by providing a mechanism to vary assessment requirements of a subject or to avoid some of the usual consequences of failure in a subject.

To apply for academic consideration you must submit an application via SOLS, as well as relevant documentation which is submitted in person to Student Central in Bld 17. The Subject Coordinator will be automatically notified of your request once you have submitted documentation and they will approve or decline your application. Students should log on to SOLS to see if their request has been approved. In the event of a genuine emergency, you must notify the Subject Coordinator as soon as possible by whatever means practical at the time, and follow with a formal academic consideration request as soon as you are able to.

The full policy on Student Academic Consideration is found in the Policy Directory on the UOW website.

System of Referencing Used for Written Work
The School uses the Harvard system of referencing, unless otherwise specified for a particular assignment – check Details of Assessment Tasks.


Use of Internet Sources
Students are able to use the Internet to access the most current information on relevant topics and information. Internet sources should only be used after careful critical analysis of the currency of the information, the role and standing of the sponsoring institution, reputation and credentials of the author, the clarity of the information and the extent to which the information can be supported or ratified by other authoritative sources.

Plagiarism
Plagiarism means using the ideas of someone else without giving them proper credit. ALL work submitted for assessment MUST BE YOUR OWN. The other person may be an author, a lecturer or another student. The work may previously have been published in print or on the Web.

Plagiarism will not be tolerated and may result in the imposition of severe penalties. The University of Wollongong has the power to reprimand and penalise any student found guilty of such offences. If plagiarism is suspected, this will result in appropriate investigations.

"Students are responsible for submitting original work for assessment, without plagiarising or cheating, abiding by the University's Academic Integrity and Plagiarism Policy as set out in the University Handbook, the University's online Policy Directory and in Faculty Handbooks and subject guides. Re-using any of your own work without proper acknowledgement is plagiarism, as is using the work of another student as if it were your own. Submissions must be the student's own work. If you are unsure whether a source has been plagiarised, consult with your lecturer or academic advisor for guidance. Students are encouraged to attend workshops on academic skills and integrity to ensure they understand the requirements of academic work. The University takes a zero tolerance approach to plagiarism and all cases of suspected plagiarism will be investigated by the University. The penalties for plagiarism include, but are not limited to, a mark of 0 per cent on the assessment(s) on which the plagiarism is found, exclusion from the examination(s) and removal from the University. Repeated incidents of plagiarism may result in exclusion from the subject(s), and in some cases, exclusion from the University. Students are responsible for their work and are held accountable for their actions. Any action by the student in contravention of the University's Academic Integrity and Plagiarism Policy will be dealt with according to the University's Academic Integrity and Plagiarism Policy and Procedures."

Subject Outline (Dr. P Stapley): SHS 320_S213 2013
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work (either in part or in full) which you have submitted previously for assessment is not permitted without appropriate acknowledgement. Plagiarism has led to the expulsion from the University."

To avoid plagiarism when using other people’s work, take care to reference appropriately. For assistance with correct referencing technique, consult with your tutor or lecturer. The Learning Development Centre also provides assistance to students on how to correctly reference.

Please note that you are required to sign a declaration on the assignment cover sheet, stating that you have read and met the requirements for the assignment, that (except for group assignments) you have not collaborated with other students, that you have not plagiarised and that, where you have used the work of others, you have referenced it appropriately. Academic staff will return your assignment unmarked if you have not signed the declaration.

The full policy on Academic Integrity and Plagiarism is found in the Policy Directory on the UOW website.
Section C: General Advice
Students should refer to the Faculty of Science, Medicine and Health website for information on policies, learning and support services and other general advice.