LING289

Communication in Social Institutions

S1 Day 2015

Dept of Linguistics

Contents

General Information

Unit convenor and teaching staff
Unit Convenor
Helen Slatyer
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Contact via 9850 8651
C5A505
Mondays 2 - 4pm

Administration
Margaret Wood
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Credit points
3

Prerequisites
12cp

Corequisites

Co-badged status

Unit description
Communication is central to the functioning of human society, forming the basis of how 'things get done'. This includes how our social institutions and service delivery therein are managed through both spoken and written communication. In this unit, we introduce a range of analytical tools and techniques to look at communication in social institutions and professional practice. Starting with some basic principles in linguistics, we examine language and communication from a sociolinguistic and applied linguistic approach, covering a range of communication activities across several social institutions, including the classroom, the clinical interaction, and the courtroom.

Important Academic Dates

Information about important academic dates including deadlines for withdrawing from units are available at https://www.mq.edu.au/study/calendar-of-dates

Learning Outcomes

On successful completion of this unit, you will be able to:

Describe basic linguistic principles that can be applied to communication in social

institutions and professional practice

Explain common features of "what goes on" and "what goes wrong" in communication in social institutions

Identify appropriate analytic tools and techniques used to understand communication

Apply analytic tools and techniques used to understand communication

Assessment Tasks

Name	Weighting	Due
Online Quiz	15%	Week 4
Tutorial participation	5%	March-June 2015
Linguistic analysis/commentary	45%	30 May 2015
Final examination	35%	June 2015

Online Quiz

Due: **Week 4**
Weighting: **15%**

Students will complete an online quiz at a time of their choosing over a 48 hour period in Week 4 of the semester. Questions will be based on material covered in the first three weeks of the unit.

On successful completion you will be able to:
- Describe basic linguistic principles that can be applied to communication in social institutions and professional practice
- Explain common features of "what goes on" and "what goes wrong" in communication in social institutions

Tutorial participation

Due: **March-June 2015**
Weighting: **5%**

This component of the assessment recognises preparation for, and participation in, weekly tutorial activities.

On successful completion you will be able to:
- Describe basic linguistic principles that can be applied to communication in social institutions and professional practice
- Identify appropriate analytic tools and techniques used to understand communication

    • Apply analytic tools and techniques used to understand communication

Linguistic analysis/commentary

Due: **30 May 2015**
Weighting: **45%**

Students will analyse and discuss a piece of institutional or organisational discourse, using tools and themes covered in LING289.

On successful completion you will be able to:
- Describe basic linguistic principles that can be applied to communication in social institutions and professional practice
- Explain common features of "what goes on" and "what goes wrong" in communication in social institutions
- Identify appropriate analytic tools and techniques used to understand communication
- Apply analytic tools and techniques used to understand communication

Final examination

Due: **June 2015**
Weighting: **35%**

Th final exam will consist of multiple choice and short answer questions based on material covered in the unit, including the weekly readings.

On successful completion you will be able to:
- Describe basic linguistic principles that can be applied to communication in social institutions and professional practice
- Explain common features of "what goes on" and "what goes wrong" in communication in social institutions
- Identify appropriate analytic tools and techniques used to understand communication

Delivery and Resources

LING289 is taught on campus, in a 2 hour lecture and a 1 hour tutorial. The lecture is on Wednesdays from 3-5pm in E7B T3. Tutorials are on Wednesdays and Thursdays. Attendance at 80% of tutorials is expected unless in the case of documented illness or misadventure. Please let your tutor know if you have any difficulty in attending tutorials.

Lectures will be recorded on ECHO.

The iLearn site will be used for announcements, posting of lecture/tutorial material, and for the online quiz in Week 4 of the semester.

There is no set textbook for this unit. Readings will be provided via iLearn or available on e-

reserve.

Unit Schedule

Please see the LING289 iLearn website for the Unit Schedule.

Policies and Procedures

Macquarie University policies and procedures are accessible from Policy Central. Students should be aware of the following policies in particular with regard to Learning and Teaching:

Academic Honesty Policy http://mq.edu.au/policy/docs/academic_honesty/policy.html

Assessment Policy http://mq.edu.au/policy/docs/assessment/policy.html

Grading Policy http://mq.edu.au/policy/docs/grading/policy.html

Grade Appeal Policy http://mq.edu.au/policy/docs/gradeappeal/policy.html

Grievance Management Policy http://mq.edu.au/policy/docs/grievance_management/policy.html

Disruption to Studies Policy http://www.mq.edu.au/policy/docs/disruption_studies/policy.html *The Disruption to Studies Policy is effective from March 3 2014 and replaces the Special Consideration Policy.*

In addition, a number of other policies can be found in the Learning and Teaching Category of Policy Central.

Student Code of Conduct

Macquarie University students have a responsibility to be familiar with the Student Code of Conduct: https://students.mq.edu.au/support/student_conduct/

Results

Results shown in *iLearn*, or released directly by your Unit Convenor, are not confirmed as they are subject to final approval by the University. Once approved, final results will be sent to your student email address and will be made available in eStudent. For more information visit ask.mq.edu.au.

Student Support

Macquarie University provides a range of support services for students. For details, visit http://students.mq.edu.au/support/

Learning Skills

Learning Skills (mq.edu.au/learningskills) provides academic writing resources and study strategies to improve your marks and take control of your study.

- Workshops
- StudyWise
- Academic Integrity Module for Students

- Ask a Learning Adviser

Student Services and Support

Students with a disability are encouraged to contact the Disability Service who can provide appropriate help with any issues that arise during their studies.

Student Enquiries

For all student enquiries, visit Student Connect at ask.mq.edu.au

IT Help

For help with University computer systems and technology, visit http://informatics.mq.edu.au/help/.

When using the University's IT, you must adhere to the Acceptable Use Policy. The policy applies to all who connect to the MQ network including students.

Graduate Capabilities

Creative and Innovative

Our graduates will also be capable of creative thinking and of creating knowledge. They will be imaginative and open to experience and capable of innovation at work and in the community. We want them to be engaged in applying their critical, creative thinking.

This graduate capability is supported by:

Learning outcomes

- Explain common features of "what goes on" and "what goes wrong" in communication in social institutions
- Apply analytic tools and techniques used to understand communication

Assessment tasks

- Tutorial participation
- Linguistic analysis/commentary

Capable of Professional and Personal Judgement and Initiative

We want our graduates to have emotional intelligence and sound interpersonal skills and to demonstrate discernment and common sense in their professional and personal judgement. They will exercise initiative as needed. They will be capable of risk assessment, and be able to handle ambiguity and complexity, enabling them to be adaptable in diverse and changing environments.

This graduate capability is supported by:

Learning outcomes

- Describe basic linguistic principles that can be applied to communication in social institutions and professional practice
- Explain common features of "what goes on" and "what goes wrong" in communication in social institutions
- Identify appropriate analytic tools and techniques used to understand communication
- Apply analytic tools and techniques used to understand communication

Assessment tasks

- Tutorial participation
- Linguistic analysis/commentary
- Final examination

Commitment to Continuous Learning

Our graduates will have enquiring minds and a literate curiosity which will lead them to pursue knowledge for its own sake. They will continue to pursue learning in their careers and as they participate in the world. They will be capable of reflecting on their experiences and relationships with others and the environment, learning from them, and growing - personally, professionally and socially.

This graduate capability is supported by:

Learning outcomes

- Describe basic linguistic principles that can be applied to communication in social institutions and professional practice
- Explain common features of "what goes on" and "what goes wrong" in communication in social institutions
- Identify appropriate analytic tools and techniques used to understand communication
- Apply analytic tools and techniques used to understand communication

Assessment tasks

- Tutorial participation
- Linguistic analysis/commentary

Discipline Specific Knowledge and Skills

Our graduates will take with them the intellectual development, depth and breadth of knowledge, scholarly understanding, and specific subject content in their chosen fields to make them competent and confident in their subject or profession. They will be able to demonstrate, where relevant, professional technical competence and meet professional standards. They will be able to articulate the structure of knowledge of their discipline, be able to adapt discipline-specific

knowledge to novel situations, and be able to contribute from their discipline to inter-disciplinary solutions to problems.

This graduate capability is supported by:

Learning outcomes

- Describe basic linguistic principles that can be applied to communication in social institutions and professional practice
- Explain common features of "what goes on" and "what goes wrong" in communication in social institutions
- Identify appropriate analytic tools and techniques used to understand communication
- Apply analytic tools and techniques used to understand communication

Assessment tasks

- Online Quiz
- Tutorial participation
- Linguistic analysis/commentary
- Final examination

Critical, Analytical and Integrative Thinking

We want our graduates to be capable of reasoning, questioning and analysing, and to integrate and synthesise learning and knowledge from a range of sources and environments; to be able to critique constraints, assumptions and limitations; to be able to think independently and systemically in relation to scholarly activity, in the workplace, and in the world. We want them to have a level of scientific and information technology literacy.

This graduate capability is supported by:

Learning outcomes

- Describe basic linguistic principles that can be applied to communication in social institutions and professional practice
- Explain common features of "what goes on" and "what goes wrong" in communication in social institutions
- Identify appropriate analytic tools and techniques used to understand communication
- Apply analytic tools and techniques used to understand communication

Assessment tasks

- Tutorial participation
- Linguistic analysis/commentary
- Final examination

Problem Solving and Research Capability

Our graduates should be capable of researching; of analysing, and interpreting and assessing data and information in various forms; of drawing connections across fields of knowledge; and they should be able to relate their knowledge to complex situations at work or in the world, in order to diagnose and solve problems. We want them to have the confidence to take the initiative in doing so, within an awareness of their own limitations.

This graduate capability is supported by:

Learning outcomes

- Describe basic linguistic principles that can be applied to communication in social institutions and professional practice
- Explain common features of "what goes on" and "what goes wrong" in communication in social institutions
- Identify appropriate analytic tools and techniques used to understand communication
- Apply analytic tools and techniques used to understand communication

Assessment tasks

- Tutorial participation
- Linguistic analysis/commentary
- Final examination

Effective Communication

We want to develop in our students the ability to communicate and convey their views in forms effective with different audiences. We want our graduates to take with them the capability to read, listen, question, gather and evaluate information resources in a variety of formats, assess, write clearly, speak effectively, and to use visual communication and communication technologies as appropriate.

This graduate capability is supported by:

Learning outcomes

- Explain common features of "what goes on" and "what goes wrong" in communication in social institutions
- Identify appropriate analytic tools and techniques used to understand communication
- Apply analytic tools and techniques used to understand communication

Assessment tasks

- Tutorial participation
- Linguistic analysis/commentary
- Final examination

Engaged and Ethical Local and Global citizens

As local citizens our graduates will be aware of indigenous perspectives and of the nation's historical context. They will be engaged with the challenges of contemporary society and with knowledge and ideas. We want our graduates to have respect for diversity, to be open-minded, sensitive to others and inclusive, and to be open to other cultures and perspectives: they should have a level of cultural literacy. Our graduates should be aware of disadvantage and social justice, and be willing to participate to help create a wiser and better society.

This graduate capability is supported by:

Learning outcomes

- Explain common features of "what goes on" and "what goes wrong" in communication in social institutions
- Identify appropriate analytic tools and techniques used to understand communication
- Apply analytic tools and techniques used to understand communication

Assessment tasks

- Tutorial participation
- Linguistic analysis/commentary
- Final examination

Socially and Environmentally Active and Responsible

We want our graduates to be aware of and have respect for self and others; to be able to work with others as a leader and a team player; to have a sense of connectedness with others and country; and to have a sense of mutual obligation. Our graduates should be informed and active participants in moving society towards sustainability.

This graduate capability is supported by:

Learning outcomes

- Explain common features of "what goes on" and "what goes wrong" in communication in social institutions
- Apply analytic tools and techniques used to understand communication

Assessment tasks

- Tutorial participation
- Linguistic analysis/commentary

Changes since First Published

Date	Description
24/02/2015	An error in the dates has been corrected (the dates for 2 assessments was listed as 2014, this has been changed to 2015).