



# FPLW001

## Law 1

IBT1 2015

*Macquarie City Campus*

## Contents

<u>General Information</u>	2
<u>Learning Outcomes</u>	3
<u>General Assessment Information</u>	3
<u>Assessment Tasks</u>	6
<u>Delivery and Resources</u>	9
<u>Unit Schedule</u>	11
<u>Policies and Procedures</u>	16
<u>Graduate Capabilities</u>	20

### Disclaimer

Macquarie University has taken all reasonable measures to ensure the information in this publication is accurate and up-to-date. However, the information may change or become out-dated as a result of change in University policies, procedures or rules. The University reserves the right to make changes to any information in this publication without notice. Users of this publication are advised to check the website version of this publication [or the relevant faculty or department] before acting on any information in this publication.

## General Information

Unit convenor and teaching staff

Lecturer in Charge

Bruce Derwent

[bruce.derwent@mqc.edu.au](mailto:bruce.derwent@mqc.edu.au)

Contact via [bruce.derwent@mqc.edu.au](mailto:bruce.derwent@mqc.edu.au)

City Campus

Contact lecturer

Tutor

Winnie Murray

[winifred.murray@mqc.edu.au](mailto:winifred.murray@mqc.edu.au)

Contact via [winifred.murray@mqc.edu.au](mailto:winifred.murray@mqc.edu.au)

City Campus

Contact Lecturer

Tutor

Julian Dight

[julian.dight@mq.edu.au](mailto:julian.dight@mq.edu.au)

Contact via [julian.dight@mq.edu.au](mailto:julian.dight@mq.edu.au)

City Campus

Contact Lecturer

Echo Oh

[echo.oh@mqc.edu.au](mailto:echo.oh@mqc.edu.au)

Credit points

3

Prerequisites

Corequisites

Co-badged status

### Unit description

This unit focuses on the way in which law is generated, how it is structured and how it operates in Australian and international contexts. It covers the nature of crime, the criminal investigative and trial processes and sentencing and punishment. Problem cases of miscarriages of justice, young offenders, international crime and human rights law are also examined. This unit aims to introduce students to the Australian legal system to allow them to investigate the way our society operates and the influences that shape it. It encourages students to engage their analytical and critical skills and reflect on a diverse range of controversial legal issues.

## 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 the key features of Australian law including its principles, origins, sources and sources

Understand the nature, causes and categories of crime and discuss criminal responsibility, punishment and sentencing at the national and international level.

Discuss & evaluate the effectiveness of the national and international legal system in addressing issues, achieving justice and responding to change

Locate, select and organise legal information from a variety of sources and perspectives including legislation, cases, media, international instruments and documents and present in a well-structured response

Define human rights and investigate international and national measures to monitor and protect human rights.

## General Assessment Information

### Missed Assessments

The only exception to not sitting an in-class test or examination at the designated time or handing in an assessment on the due date is because of a serious or unavoidable disruption.

Students who miss a formal assessment held in class or a final examination due to a serious and unavoidable disruption which commenced after the start of the study period must lodge a [Disruption to Studies](#) Notification via [ask.mq.edu.au](https://ask.mq.edu.au) within five (5) working days of the commencement of the disruption in order to apply for Special Consideration. The notification must be supported by appropriate [evidence](#).

In submitting a Disruption to Studies Notification, a student is acknowledging that they may be

required to undertake additional work. The time and date, deadline or format of any required extra assessable work as a result of a Disruption to Studies Notification is not negotiable. Further, in submitting a Disruption to Studies Notification, a student is agreeing to make themselves available so that they can complete any extra work as required.

Students will be advised of the outcome of their [Disruption to Studies](#) Application via [ask.mq.edu.au](mailto:ask.mq.edu.au).

Please refer to the [Disruption to Studies Policy](#) for further details.

## Extensions & Late Submissions

To apply for an extension of time for submission of an assessment item, students must submit a notification of Disruptions to Studies via [ask.mq.edu.au](mailto:ask.mq.edu.au).

Grounds for extensions are usually serious illness, accident, disability, bereavement or other compassionate circumstances and must be substantiated with relevant evidence (e.g. professional authority form).

Late submissions without an approved extension will be penalised at a rate of **10% per day (weekend inclusive)**. This applies to assessments completed outside of class such as essays and assignments.

## Final Examinations and Final Assessment Tasks

Final exams and final assessments typically take place in Week 13 and the first 3 days of week 14. **Please note that you must pass the final exam or final assessment task in order to pass this unit.** You are expected to present yourself for examination at the time and place designated in the Final Examination Timetable. Please note that no special consideration will be given to students who have booked flights out of the country prior to the conclusion of the examination period.

The Final Examination Timetable will be available in provisional form on the MQC Student Portal Noticeboard at <https://student.mqc.edu.au/NoticeBoard.htm> in approximately week 10 of this Session. You will have 1 week to give feedback to the Student Administration Manager should you have concerns or note any clashes in your final exam timetable. From week 12, you will also be able to view your personal final exam timetable via the [MQC Student Portal](#).

The examination timetable is produced to provide the maximum number of students with the least number of consecutive examinations. It is not uncommon for students of Macquarie University at both the City and North Ryde Campuses to be required to sit two consecutive examinations. A maximum of three consecutive exams is also permitted (for example, two on one day, and one the following morning). However, no student is required to sit four consecutive exams and if any student discovers their examination timetable contains four consecutive exams, they should immediately contact the [Student Administration Manager](#) to have an exam rescheduled.

Prior to the examination period, you should ensure that you are familiar with the [Examination Rules](#). You can find these under Exam Information on the MQC [Student Portal Noticeboard](#). A breach in any of these rules will lead to disciplinary action being undertaken.

**Students who miss a final exam or final assessment will be awarded a mark of 0 for the task and cannot pass the unit**, except for cases where a Disruption to Studies Notification is lodged and a Special Consideration is awarded. Please note that in submitting a Disruption to Studies Notification, a student is acknowledging that they may be required to undertake additional work. The time and date, deadline or format of any required extra assessable work as a result of a Disruption to Studies Notification is not negotiable.

## Supplementary Examinations

Supplementary final examinations are held during the scheduled Supplementary Final exam Period in the lead up to the subsequent teaching period.

Please note that results for supplementary exams may not be available until the conclusion of Week 2 of the subsequent teaching session and until supplementary results are released, continuing students may be prevented from enrolling in certain units in the subsequent teaching session.

Students in their final semester of study who undertake supplementary final exams should note that Formal Completion of the Foundation Program will not be possible until supplementary results are released and this may impact on their ability to enrol subsequent programs of study on time.

## Retention of Originals

It is the responsibility of the student to retain a copy of any work submitted and produce another copy of all work submitted if requested. Copies should be retained until after the release of final results each Session.

In the event that a student is asked to produce another copy of work submitted and is unable to do so, they may be awarded zero (0) for that particular assessment task.

The University also reserves the right to request and retain the originals of any documentation/ evidence submitted to support notifications of disruptions to studies. Requests for original documentation will be sent to the applicant's University email address within six (6) months of notification by the student. Students must retain all original documentation for the duration of this six (6) month period and must supply original documents to the University within ten (10) working days of such a request being made.

## Turnitin

Students may be requested to submit assessments via Turnitin and in such instances any hard copies submitted without a Turnitin Report will not be marked.

Step by step guidance for Turnitin submissions can be found [here](#). Should you experience any difficulties with Turnitin submission, please see a Lab Demonstrator in Lab 311 at MQC.

If you experience difficulties submitting through Turnitin on the due date, you must email your work in electronic format to your lecturer using the email address provided in the unit guide. Late submissions will be penalised at 10% per day.

## Grading & Requirements to pass

This unit will use the following grading system:

- S – Satisfactory (50-100)
- F – Fail (0-49)

Grade descriptors and other information concerning grading are contained in the Macquarie University Grading Policy which is available at: <http://www.mq.edu.au/policy/docs/grading/policy.html>

To pass this unit, you must attempt all assessable components of the unit, pass the final exam and attain an overall mark of at least 50%. Failure to do so will result in an F (fail) grade being recorded.

## Provision of Feedback

Marks awarded for assessment items will generally be available within fourteen (14) days of the due date.

If you wish to receive further feedback from your instructor, you should contact them directly using the contact details provided in this guide.

Students may seek general feedback about their performance in a unit up to 6 months following results release.

## Contacting Staff and Getting Help

Foundation students may approach teaching staff for one-on-one help in one of three ways:

- During Consultation sessions. For details about consultation sessions and Consultation times, please refer to timetabled provided on the Macquarie [City Campus Portal Noticeboard](#).
- Using the "Questions for your instructor" dialogue provided in Week 0 of the respective unit in [iLearn](#).
- Using the instructor's email address provided in the Unit Guide of the respective unit.

For all university related correspondence, students are required to use their official MQ student email account which may be accessed via the [Macquarie University Student Portal](#). Enquiries from personal email accounts will not be replied to.

## Assessment Tasks

Name	Weighting	Due
<a href="#">Quiz</a>	10%	Week 4
<a href="#">Mock Trial</a>	20%	Week 6

Name	Weighting	Due
<u>Class Test</u>	15%	Week 9
<u>Law Reform Project</u>	20%	Week 11
<u>Final Examination</u>	35%	Final Exam Period

## Quiz

Due: **Week 4**

Weighting: **10%**

These will be a short quiz containing multiple choice and/or short answer questions based on content covered in the preceding weeks. The quiz will take place either in the Lecture or the Tutorial (this will be confirmed in class / via iLearn) and will begin at the start of the lesson. No additional time to complete the quiz will be awarded to students who arrive after the commencement of the quiz. Students who arrive after the conclusion of the task will not be permitted to undertake the assessment without an approved application for special consideration.

On successful completion you will be able to:

- Describe the key features of Australian law including its principles, origins, sources and sources
- Locate, select and organise legal information from a variety of sources and perspectives including legislation, cases, media, international instruments and documents and present in a well-structured response

## Mock Trial

Due: **Week 6**

Weighting: **20%**

Students will work in small teams to present short legal arguments based on a court case given in class. They will also be required to respond to the arguments put forward by an opposing team. Each student will be required to speak for at least 2 minutes and there will be 2 minutes per student allocated to rebuttal against other team. A few PowerPoint slides must be produced by each group and emailed to the lecturer and instructor at least 24 hours prior to the presentation time.

It is essential that students are present on the date of their group's presentation as no additional opportunities will be given to present unless grounds for special consideration exist.

On successful completion you will be able to:

- Understand the nature, causes and categories of crime and discuss criminal

responsibility, punishment and sentencing at the national and international level.

## Class Test

Due: **Week 9**

Weighting: **15%**

The test will be based on readings and lecture notes covered in Weeks 1-7 and it will be held during class time. The test will begin promptly at the start of the lesson. No additional time to complete the class test will be awarded to students who arrive after the commencement of the test. Students who arrive after the conclusion of the test will not be permitted to undertake the assessment unless they submit and get an approval for special consideration.

On successful completion you will be able to:

- Describe the key features of Australian law including its principles, origins, sources and sources
- Discuss & evaluate the effectiveness of the national and international legal system in addressing issues, achieving justice and responding to change

## Law Reform Project

Due: **Week 11**

Weighting: **20%**

Students will work in teams to research and present a topic chosen from a list of problematic court cases and legal issues. The presentation will be 5 minutes per student and there will be 3 minutes allocated to questions from the audience. PowerPoint slides must be produced by each group and emailed to the instructor at least 24 hours prior to the presentation time.

Both individual and group marks will be awarded for this assessment so it is essential that students are present on the date of their group's presentation as otherwise they may be penalised up to 100% of the group mark. In cases where grounds for special consideration exist, students may be asked to present their individual component of the assessment in a specified consultation session.

On successful completion you will be able to:

- Discuss & evaluate the effectiveness of the national and international legal system in addressing issues, achieving justice and responding to change
- Locate, select and organise legal information from a variety of sources and perspectives including legislation, cases, media, international instruments and documents and present in a well-structured response

## Final Examination

Due: **Final Exam Period**



Weighting: **35%**

The final examination will be based on all the content and materials (the textbook, any handout notes, lecture notes, tutorial videos, etc.) covered in the course. The exam will be of 2 hours duration with 10 minutes reading time and it will contain multiple choice, short answer and extended response questions. The final exam will be held during the final examination period in either Week 13 or 14 at the City Campus. **Please note that you must pass the final exam in order to pass this unit.**

On successful completion you will be able to:

- Describe the key features of Australian law including its principles, origins, sources and sources
- Understand the nature, causes and categories of crime and discuss criminal responsibility, punishment and sentencing at the national and international level.
- Discuss & evaluate the effectiveness of the national and international legal system in addressing issues, achieving justice and responding to change
- Locate, select and organise legal information from a variety of sources and perspectives including legislation, cases, media, international instruments and documents and present in a well-structured response
- Define human rights and investigate international and national measures to monitor and protect human rights.

## Delivery and Resources

### Classes

Weekly contact will be 5 hours consisting of a 2 hour lecture, a 2 hour tutorial and 1 hour consultation session.

During Lectures, new content will typically be presented and explained by the lecturer. During tutorials participants will have more opportunities to engage in discussion and activities.

In the one-hour consultation session, students will be given individual guidance and assistance with their assessment and homework tasks and assignments. This hour is also an opportunity for students to engage in independent research and reading related to the unit, complete additional tasks to extend their knowledge of the field or catch up on any work they have missed.

Attendance of all three sessions (lectures, tutorials and consultation sessions) is compulsory and students must attend at least one consultation session per week.

Timetables for lectures and tutorials as well as consultation sessions can be found on the Noticeboard on the [City Campus Student Portal](#).

If any scheduled class falls on a public holiday a make-up lesson may be scheduled, usually on a Saturday. Where appropriate, the instructor may instead organise an online make-up lesson which would require students to access online learning materials and/or complete activities

outside of class rather than attending a make-up lesson. Scheduled make-up days are noted in the Teaching Schedule and attendance is taken for both weekend and online make-up lessons.

## Learning and Teaching Activities

Due to the nature of law, this unit will involve a significant amount of group and class discussion based on material covered in lectures and tutorials. As such, students will be required to actively participate in lessons by asking questions and contributing their own viewpoints. Students will also be required to work independently as well as in small groups. Some sessions may be dedicated entirely to work on group assignments.

It is expected that all students purchase the prescribed text and read in advance to ensure that they are well prepared for the content covered in each lecture.

iLearn will also be used to post lecture and tutorial materials and also communicate with students so it is expected that students will check this resource on a regular basis.

## Excursion

An excursion will be organised to visit the Supreme Court in Week 8. This is an opportunity for real life experience in the operation of the courts. Attendance is compulsory and work on the excursion may be included in the final examination.

Please note that to participate in the excursion, you will need to sign a participation form. If you are under 18 years of age, you will need your parent or guardian's written permission to participate in the excursion.

## iLearn

[iLearn](#) is Macquarie's online learning management systems. The following unit specific information will be available on the website:

- Announcements
- Staff contact details
- Lecture notes and recordings
- Learning and teaching activities and resources
- Assessment information
- Tutorial questions and solutions
- Assessment submission tools such as Turnitin
- Other relevant material

Please note that you must enrol in a unit via [eStudent](#) in gain access to the unit in iLearn.

You are required to regularly check the website and use it as an information and resource centre to assist with your learning.

Ensure that when you have finished using the website, you log out. Failure to do so could allow unauthorised access to your account.

Please contact the IT helpdesk (Ph. 02 9850 4357) or lodge a ticket using [OneHelp](#) if you need assistance accessing iLearn.

## Required and Recommended Texts and Materials

### Prescribed textbook:

- *Hamper, D et al. (2010), Legal Studies HSC 3rd Ed.* Pearson, South Melbourne

### Recommended textbook:

- *Cambridge Legal Studies HSC Pack with CD-Rom and Study Guide, 3rd ed, Paul Milgate et al., 2014, Cambridge University Press, ISBN 13: 9781107694606.*

All prescribed textbooks will be made available to students to purchase at the Phillip Street Coop Bookshop.

Students can view a full list of textbooks for all units on the Macquarie [City Campus Student Portal Noticeboard](#).

### Technology Used and Required

- Internet access in order to conduct research for assessments (available in MQC computer laboratories and library)
- iLearn access to retrieve unit materials and assessment details & submit assessments through Turnitin (<http://ilearn.mq.edu.au/>). Although some important announcements are made during lectures and tutorials, reminders are sent constantly via iLearn. Students need to ensure that they log in to iLearn at least 2 times per week.
- Student email access to contact lecturers (<http://students.mq.edu.au/home/>).
- Access to the Macquarie University Library & Databases: [http://www.mq.edu.au/on\\_campus/library/](http://www.mq.edu.au/on_campus/library/). (Students will need to login using their OneID.)

## Unit Schedule

Week	Topic	Readings
Beginning:		

<b>Week 1</b>  Mon 23 February	<b>The Constitution, and the Doctrine of the Separation of Powers</b>  <b>Basic Principles and Sources of Australian law</b>  <b>common law</b>  British origins and fundamental concepts, including: <ul style="list-style-type: none"><li>• concept of the rule of law</li><li>• concept of the separation of powers</li><li>• federal system of government</li><li>• development of common law</li><li>• equity, precedent</li><li>• adversarial system of trial</li></ul> <b>Statute law</b> <ul style="list-style-type: none"><li>• role and structure of parliament</li><li>• legislative process</li><li>• delegated legislation</li><li>• common and civil law systems</li><li>• types of law</li></ul> <b>The Courts</b> <ul style="list-style-type: none"><li>• jurisdiction of state and federal courts</li><li>• criminal and civil court procedures including legal personnel</li></ul>	Materials prepared by lecturer in charge
---	--	---

<p><b>Week 2</b></p> <p>Mon 2 March</p> <p><b>&amp;</b></p> <p><b>Week 3</b></p> <p>Mon 9 March</p>	<p><b>The nature of crime</b></p> <ul style="list-style-type: none"> <li>elements of crime: actus reus, mens rea, causation</li> <li>strict liability offences</li> </ul> <p><b>Categories of crime including</b></p> <ul style="list-style-type: none"> <li>offences against the person,</li> <li>offences against the sovereign,</li> <li>economic offences (property/white collar/computer),</li> <li>drug, driving, and public order offences</li> <li>preliminary crimes (attempts and conspiracy)</li> <li>summary and indictable offences</li> </ul> <p><b>Parties to a crime including</b></p> <ul style="list-style-type: none"> <li>principal in the first degree,</li> <li>principal in the second degree,</li> <li>accessory before the fact, accessory after the fact</li> </ul> <p><b>Factors affecting criminal behaviour</b></p> <p><b>Crime prevention:</b></p> <ul style="list-style-type: none"> <li>situational prevention &amp; social prevention strategies</li> </ul>	<p>Text</p> <p>Chapter 1</p> <p>pp 2-10</p> <p>Text</p> <p>Chapter 1 pp11-21</p>
<p><b>Week 4</b></p> <p>Mon 16 March</p> <p><b>&amp;</b></p> <p><b>Week 5</b></p> <p>Mon 23 March</p>	<p><b>The criminal investigation process</b></p> <ul style="list-style-type: none"> <li>police powers</li> <li>reporting crime</li> </ul> <p>investigating crime: gathering evidence, use of technology, search and seizure, use of warrants</p> <ul style="list-style-type: none"> <li>arrest and charge, summons, warrants</li> <li>bail or remand</li> <li>detention and interrogation, rights of suspects</li> </ul>	<p>Text</p> <p>Chapter 2 pp22-26</p> <p><b>Quiz 1 in Week 4 (10%)</b></p> <p>Text</p> <p>Chapter 2 pp26-31</p> <p>Week 4: Mock trial exercise given to students</p>

<p><b>Week 6</b></p> <p>Mon 30 March</p> <p>&amp;</p> <p><b>Week 7</b></p> <p>Tue 7 April</p>	<p><b>Criminal trial process</b></p> <ul style="list-style-type: none"> <li>· court jurisdiction</li> <li>· the adversary system versus the inquisitorial system</li> <li>· legal personnel: magistrate, judge, police prosecutor, Director of Public Prosecution, Public Defenders</li> <li>· pleas, charge negotiation</li> <li>· legal representation, including legal aid</li> <li>· burden and standard of proof</li> <li>· use of evidence, including witnesses</li> <li>· defences to criminal charges: complete and partial defences to murder and other crimes</li> <li>· the role of juries, including verdicts</li> </ul>	<p>Text</p> <p>Chapter 3 pp32-42</p> <p>Text</p> <p>Chapter 3 pp42-49</p> <p><b>Mock Trial Presentation due Week 6 (20%)</b></p>
<p><b>Week 8</b></p> <p>Mon 13 April</p> <p>&amp;</p> <p><b>Week 9</b></p> <p>Mon 20 April</p>	<p><b>Sentencing and punishment</b></p> <ul style="list-style-type: none"> <li>· statutory and judicial guidelines</li> <li>· the purposes of punishment: deterrence (specific and general), retribution, rehabilitation, incapacitation</li> <li>· factors affecting a sentencing decision: aggravating and mitigating circumstances</li> <li>· the role of the victim in sentencing</li> <li>· appeals</li> <li>· types of penalties including: no conviction recorded, caution, fine, bond, suspended sentence, probation, Criminal Infringement Notice, penalty units, community service order, home detention, Intensive Correction Orders, forfeiture of assets, imprisonment, diversionary programs</li> <li>· alternative methods of sentencing including circle sentencing, restorative justice</li> <li>· post-sentencing considerations, including security classification, protective custody, parole, preventative detention, continued detention, sexual offenders registration, deportation</li> </ul>	<p>Text</p> <p>Chapter 4 pp50-55</p> <p>Text</p> <p>Chapter 4 pp56-65</p> <p>Week 8: Law Reform project delivered to students</p> <p><b>Week 8: Excursion to Supreme Court Bail Court commencing during tutorial</b></p> <p><b>Class Test Week 9 (15%)</b></p>

<p><b>Week 10</b></p> <p>Mon 27 April</p>	<ul style="list-style-type: none"> <li>· <b>Young Offenders</b></li> <li>· age of criminal responsibility</li> <li>· the rights of children when questioned or arrested</li> <li>· Children's Court – procedures and operation             <ul style="list-style-type: none"> <li>• penalties for children</li> <li>• alternatives to court</li> </ul> </li> </ul> <p><b>Miscarriage of Justice</b></p> <ul style="list-style-type: none"> <li>· Areas of miscarriage:</li> <li>· arrest</li> <li>· role of police and forensic scientists</li> <li>· investigation of evidence</li> <li>· interrogation of suspects</li> <li>· interviewing complainants</li> <li>· management of evidence</li> <li>· bail</li> <li>· trial</li> <li>· appeal</li> </ul>	<p>Text Ch 5 pp 66-84</p> <p>Texts on the following case documentaries prepared by the lecturer:</p> <p><i>Every Family's Nightmare</i> and <i>Saving Andrew Mallard</i></p>
<p><b>Week 11</b></p> <p>Mon 4 May</p>	<p><b>International crime</b></p> <ul style="list-style-type: none"> <li>· categories of international crime, including:             <ul style="list-style-type: none"> <li>– crimes against the international community</li> <li>– transnational crimes</li> </ul> </li> <li>· dealing with international crime:             <ul style="list-style-type: none"> <li>– domestic and international measures</li> <li>– limitations of international criminal law</li> </ul> </li> </ul>	<p>Text</p> <p>Chapter 6 pp85-102</p> <p><b>Law Reform Project Team Presentation (20%)</b></p>
<p><b>Week 12</b></p> <p>Mon 11 May</p>	<p><b>Human Rights</b></p> <ul style="list-style-type: none"> <li>· defining human rights and the developing recognition of human rights</li> <li>· formal statements of human rights</li> <li>· promoting and enforcing human rights</li> <li>· role of state sovereignty</li> <li>· the role of key human rights institutions</li> <li>· incorporation of human rights law into domestic law</li> </ul> <p><b>Review and Revision &amp; Completion of LEU surveys in class</b></p>	<p>Text</p> <p>Chapter 7</p> <p>pp103-139</p>

<b>Week 13</b>	<b>Review and Revision &amp; Final Exam</b>	Notes provided by lecturer
Mon 18 May	<b>Please note that you must pass the final exam in order to pass this unit.</b>	

## Other Important Dates

<p><b>Public holidays &amp; make-up days</b></p> <p>Good Friday Make-up: Saturday 28 March</p> <p>Easter Monday Make-up: Saturday 11 April</p> <p>(Please note that online lessons may be organised in lieu of make-up day).</p>
<p><b>Census Dates</b></p> <p>Financial Census Date (last day to withdraw without financial penalty) - Friday Week 4, 20 March</p> <p>Academic Census Date (last day to withdraw without academic penalty) - Friday Week 8, 17 April</p>
<p><b>Exam Period:</b></p> <p>Monday 18 May 2015 – Wednesday 27 May 2015 inclusive.</p>
<p><b>Results Release:</b></p> <p>Session 1 2015 results are scheduled to be released to students via e-Student and MQC Student Portal on Friday 12 June 2015</p>

## 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](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](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](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/](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](http://ask.mq.edu.au).

## Academic Honesty

The nature of scholarly endeavour, dependent as it is on the work of others, binds all members of the University community to abide by the principles of academic honesty. Its fundamental principle is that all staff and students act with integrity in the creation, development, application and use of ideas and information. This means that:

- all academic work claimed as original is the work of the author making the claim
- all academic collaborations are acknowledged
- academic work is not falsified in any way
- when the ideas of others are used, these ideas are acknowledged appropriately.

Further information on the academic honesty and schedule of penalties that will apply to breaches please consult the [Academic Honesty Policy](#).

If you are unsure about how to incorporate scholarly sources into your own work, please speak to your Instructor or the Student Services team well in advance of your assessment. You may also enrol in [StudyWise](#) or visit the University's [Library Webpage](#) for more resources.

## Final Examination Script Viewings and Grade Appeals

If, at the conclusion of the unit, you have performed below expectations, and are considering lodging an appeal of grade and/or viewing your final exam script please refer to [http://www.city.mq.edu.au/new\\_and\\_current\\_students/appeals/](http://www.city.mq.edu.au/new_and_current_students/appeals/) for information about associated cut off dates.

Please note that any requests to view exam papers must be booked in immediately following results release.

Before submitting a Grade Appeal, please ensure that you read the [Grade Appeal Policy](#) and noted valid grounds for appeals.

## Attendance

Please refer to the [Attendance Policy for Foundation Students](#).

A minimum level of 80% attendance is compulsory for all classes, including consultation sessions and any make-up classes scheduled on weekends. Attendance will be recorded in

every lesson and note made of any lateness or period of absence from class.

Where a student is present for only for a minor portion of a lesson (for example arrives late, leaves early, leaves the class frequently or for lengthy periods, engages in inappropriate or unrelated activities or does not participate actively in the majority of the lesson) the instructor reserves the right to mark a student absent for that particular lesson and make note of such incidents.

Students should note that absenteeism (including partial absenteeism) not only has a negative impact on not only their overall attendance record and their academic progress, but could also have ramifications for their visas or eligibility for social benefits where relevant.

In cases of unavoidable non-attendance due to illness or circumstances beyond control, students are advised to lodge a [Disruption to Studies](#) Notification via [ask.mq.edu.au](http://ask.mq.edu.au) even if they have not missed a formal assessment task so that appropriate records of the reasons for unavoidable attendance can be made on their record.

## Course Progression

Macquarie City Campus monitors Foundation students' course progress. Please refer to the [Course Progress Policy](#).

To maintain satisfactory program performance students are required to pass 50% or more of their enrolled units in each session.

Students who fail to make satisfactory course progress will be classified as "at risk" students and may have conditions placed upon their enrolment.

International students must comply with the Course Progress policy in order to meet the conditions of their visa.

## 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](http://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 Support at Macquarie City Campus

Macquarie City Campus students who require assistance or support are encouraged to contact Student Services ([studentadvisor@city.mq.edu.au](mailto:studentadvisor@city.mq.edu.au)) or make an appointment to see a student advisor at Reception on Level 2.

Macquarie University Campus Wellbeing services are also available at the City Campus. If you would like to make an appointment, please email [info@city.mq.edu.au](mailto:info@city.mq.edu.au) or visit their website at: <http://www.campuslife.mq.edu.au/campuswellbeing>.

## Academic Support at Macquarie City Campus

Macquarie city campus provides free tutoring / support classes to its student. Support is available for Accounting, numeracy and essay and report writing, research presentation and referencing skills.

Students who are experiencing difficulties in these areas are advised to attend these classes on a drop-in basis. So that the tutor can assist best, students must bring the work (e.g. assignment draft, essay draft, homework problem) with which that they are having difficulties.

For further information about tutoring services, please refer to the [City Campus Portal Noticeboard](#) under Timetables, Tutor Availability.

If you require additional support with university skills, you may also consider enrolling in [UNIWISE](#). UNIWISE is an iLearn resource which provides:

- Online learning resources and academic skills workshops
- What is expected of you as a student at Macquarie University
- Personal assistance with your learning & study related questions
- Key strategies and tips that you can use to achieve successful learning both in and out of the classroom
- The definitions and examples of the types of assignments you will encounter in your units

Additional study spaces are also available on Level 1.

## 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](http://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.

If you need IT support with any of the Macquarie University Systems please see <http://informatics.mq.edu.au/it-support>

[s.mq.edu.au/help/](https://s.mq.edu.au/help/), [lodge a One Help](#) ticket or call 02 9850-4357.

Students must use their Macquarie University email addresses to communicate with staff as it is University policy that the University issued email account is used for official University communication.

## IT Help at Macquarie City Campus

A lab demonstrator is situated in Lab 311 and can help you with any usage of university systems or resetting your password.

You may also refer to the Online Systems Password Document which has been made available on the [City Campus Student Portal Noticeboard](#).

Whilst utilising the City Campus IT facilities, students are expected to act responsibly. The following regulations apply to the use of computing facilities and online services:

- Accessing inappropriate web sites or downloading inappropriate material is not permitted.
- Material that is not related to coursework for approved unit is deemed inappropriate.
- Downloading copyright material without permission from the copyright owner is illegal, and strictly prohibited. Students detected undertaking such activities will face disciplinary action, which may result in criminal proceedings.

Non-compliance with these conditions may result in disciplinary action without further notice.

## Equipment available for loan

Students may borrow headphones for use in the Macquarie City Campus computer labs (210, 307, 311, 608) or a video recorder.

Please ask at Level 2 Reception for details. You will be required to provide your MQC Student ID card which will be held as a deposit while using the equipment.

## 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

- Locate, select and organise legal information from a variety of sources and perspectives including legislation, cases, media, international instruments and documents and present in a well-structured response

- Define human rights and investigate international and national measures to monitor and protect human rights.

## Assessment tasks

- Quiz
- Law Reform Project
- Final Examination

## 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 the key features of Australian law including its principles, origins, sources and sources
- Understand the nature, causes and categories of crime and discuss criminal responsibility, punishment and sentencing at the national and international level.
- Discuss & evaluate the effectiveness of the national and international legal system in addressing issues, achieving justice and responding to change
- Locate, select and organise legal information from a variety of sources and perspectives including legislation, cases, media, international instruments and documents and present in a well-structured response
- Define human rights and investigate international and national measures to monitor and protect human rights.

## Assessment tasks

- Quiz
- Mock Trial
- Class Test
- Law Reform Project
- 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**

- Locate, select and organise legal information from a variety of sources and perspectives including legislation, cases, media, international instruments and documents and present in a well-structured response
- Define human rights and investigate international and national measures to monitor and protect human rights.

## **Assessment tasks**

- Quiz
- Law Reform Project
- Final Examination

## **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 the key features of Australian law including its principles, origins, sources and sources
- Understand the nature, causes and categories of crime and discuss criminal responsibility, punishment and sentencing at the national and international level.
- Discuss & evaluate the effectiveness of the national and international legal system in addressing issues, achieving justice and responding to change
- Locate, select and organise legal information from a variety of sources and perspectives including legislation, cases, media, international instruments and documents and present in a well-structured response
- Define human rights and investigate international and national measures to monitor and protect human rights.

## Assessment tasks

- Quiz
- Mock Trial
- Class Test
- Law Reform Project
- 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 the key features of Australian law including its principles, origins, sources and sources
- Understand the nature, causes and categories of crime and discuss criminal responsibility, punishment and sentencing at the national and international level.
- Discuss & evaluate the effectiveness of the national and international legal system in addressing issues, achieving justice and responding to change
- Locate, select and organise legal information from a variety of sources and perspectives including legislation, cases, media, international instruments and documents and present in a well-structured response
- Define human rights and investigate international and national measures to monitor and protect human rights.

## Assessment tasks

- Quiz
- Mock Trial
- Class Test
- Law Reform Project
- 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**

- Discuss & evaluate the effectiveness of the national and international legal system in addressing issues, achieving justice and responding to change
- Locate, select and organise legal information from a variety of sources and perspectives including legislation, cases, media, international instruments and documents and present in a well-structured response
- Define human rights and investigate international and national measures to monitor and protect human rights.

## **Assessment tasks**

- Quiz
- Class Test
- Law Reform Project
- 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**

- Describe the key features of Australian law including its principles, origins, sources and sources
- Understand the nature, causes and categories of crime and discuss criminal responsibility, punishment and sentencing at the national and international level.
- Discuss & evaluate the effectiveness of the national and international legal system in addressing issues, achieving justice and responding to change
- Locate, select and organise legal information from a variety of sources and perspectives including legislation, cases, media, international instruments and documents and present in a well-structured response
- Define human rights and investigate international and national measures to monitor and



protect human rights.

## Assessment tasks

- Quiz
- Mock Trial
- Class Test
- Law Reform Project
- 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

- Describe the key features of Australian law including its principles, origins, sources and sources
- Understand the nature, causes and categories of crime and discuss criminal responsibility, punishment and sentencing at the national and international level.
- Discuss & evaluate the effectiveness of the national and international legal system in addressing issues, achieving justice and responding to change
- Locate, select and organise legal information from a variety of sources and perspectives including legislation, cases, media, international instruments and documents and present in a well-structured response
- Define human rights and investigate international and national measures to monitor and protect human rights.

## Assessment tasks

- Quiz
- Mock Trial
- Class Test
- Law Reform Project
- 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

- Describe the key features of Australian law including its principles, origins, sources and sources
- Understand the nature, causes and categories of crime and discuss criminal responsibility, punishment and sentencing at the national and international level.
- Discuss & evaluate the effectiveness of the national and international legal system in addressing issues, achieving justice and responding to change
- Locate, select and organise legal information from a variety of sources and perspectives including legislation, cases, media, international instruments and documents and present in a well-structured response
- Define human rights and investigate international and national measures to monitor and protect human rights.

### Assessment tasks

- Quiz
- Mock Trial
- Class Test
- Law Reform Project
- Final Examination