



PICT816

Internship

S1 Day 2015

Dept of Policing, Intelligence & Counter-Terrorism

Contents

<u>General Information</u>	2
<u>Learning Outcomes</u>	2
<u>Assessment Tasks</u>	3
<u>Delivery and Resources</u>	4
<u>Unit Schedule</u>	5
<u>Policies and Procedures</u>	5
<u>Graduate Capabilities</u>	7

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

Unit Convenor

Rebecca Vogel

rebecca.vogel@mq.edu.au

Contact via rebecca.vogel@mq.edu.au

PICT Offices, Level 2, Building Y3A

By appointment

Credit points

4

Prerequisites

Admission to MPICT or PGDipPICT or MPICTMIntSecSt or MIntSecStud or PGDipIntSecStud and GPA of 3.0 (out of 4.0) and permission of Executive Dean of Faculty

Corequisites

Co-badged status

Unit description

This unit provides students the opportunity to complete an approximately 12 week internship program and engage in critical academic reflection of practice-based pedagogies. The internship integrates practical experience and learning for postgraduate students within a business or organization, either private or public that focuses on an aspect of security. All students will be required to engage in at least one substantial piece of self-reflective evaluation and one major analytical research project. The placement and academic exercises will allow students to explore issues internal to the organization such as its goals, structure, management and work practices. In addition, they will be expected to investigate in what ways their workplace experience draws on, reinforces or otherwise, the academic material delivered in their wider program. Students will be considered for enrolment into this unit after the successful completion of a minimum of three units with a 70% Credit average.

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:

Synthesise learning from professional and academic sources in order to produce a

research paper integrating contextualised practice and academic research.

Develop professional technical competence, and appraise workplace learning using reflective practice and academic literature.

Apply knowledge gained during student's program of study to complex workplace situations; work independently and to professional standards.

Assessment Tasks

Name	Weighting	Due
<u>Organisational Review</u>	15%	End of Week 4 - 22 March 2015
<u>Placement Report</u>	15%	End of Week 8 - 3 May 2015
<u>Research Essay</u>	40%	End of Week 11 - 24 May 2015
<u>Workplace Supervisor's Report</u>	30%	End of Week 13 - 5 June 2015

Organisational Review

Due: **End of Week 4 - 22 March 2015**

Weighting: **15%**

Detailed information about this assessment item can be found on the iLearn site for this unit.

On successful completion you will be able to:

- Develop professional technical competence, and appraise workplace learning using reflective practice and academic literature.
- Apply knowledge gained during student's program of study to complex workplace situations; work independently and to professional standards.

Placement Report

Due: **End of Week 8 - 3 May 2015**

Weighting: **15%**

Detailed information about this assessment item can be found on the iLearn site for this unit.

On successful completion you will be able to:

- Develop professional technical competence, and appraise workplace learning using reflective practice and academic literature.

Research Essay

Due: **End of Week 11 - 24 May 2015**

Weighting: **40%**

Detailed information about this assessment item can be found on the iLearn site for this unit.

On successful completion you will be able to:

- Synthesise learning from professional and academic sources in order to produce a research paper integrating contextualised practice and academic research.
- Apply knowledge gained during student's program of study to complex workplace situations; work independently and to professional standards.

Workplace Supervisor's Report

Due: **End of Week 13 - 5 June 2015**

Weighting: **30%**

Detailed information about this assessment item can be found on the iLearn site for this unit.

On successful completion you will be able to:

- Apply knowledge gained during student's program of study to complex workplace situations; work independently and to professional standards.

Delivery and Resources

UNIT REQUIREMENTS AND EXPECTATIONS

There are no lectures for this subject however regular attendance at the student's host organisation for the duration of the internship is required. The unit convenor will liaise on a fortnightly basis with both the student and the workplace to assess progress. Contact with the student's workplace supervisor allows PICT to monitor the experience from both perspectives.

The unit convenor will be available, either via email, phone or in person to offer guidance and feedback on the conception and completion of the student's research essay.

REQUIRED READINGS

There are no prescribed texts or materials for this unit.

RECOMMENDED READINGS

While there is no prescribed textbook for this unit students may consider obtaining a copy of Collins, A. (ed) *Contemporary Security Studies*, Oxford University Press, Oxford, 3rd Edition, 2013.

TECHNOLOGY USED AND REQUIRED

Personal PC and internet access are essential for this unit. Basic computer skills and skills in word processing are also a requirement.

The unit can only be accessed by enrolled students online through <http://ilearn.mq.edu.au>

SUBMITTING ASSESSMENT TASKS

All assessment tasks are to be submitted, marked and returned electronically. This will only happen through the unit iLearn site.

Assessment tasks must be submitted either as a PDF or MS word document by the due date.

All assessment tasks will be subject to a 'Turnitin' review as an automatic part of the submission process.

The granting of extensions of up to one week are at the discretion of the unit convenor. Any requests for extensions must be made in writing before the due date for the submission of the assessment task. Extensions beyond one week are subject to special consideration. The policy for this is detailed under Policy and Procedures.

LATE SUBMISSION OF ASSESSMENT TASKS

There is a penalty for the late submission of assessment tasks. If an assignment is submitted late it will initially be marked as if it had been submitted on time. However, **5%** of the weighting allocated for the assignment will then be deducted from the mark the student initially achieves in the assessment task for each day it is late. For example if the assessment task's weighting is 20, 1.00 mark per day will be deducted from the initial mark given per day it is late ie a task initially given 15/20 but which is submitted four days late will lose 4 x 1.00 marks. That means 15/20-4marks=11/20. It is this second mark which will be recorded in gradebook.

Unit Schedule

There are no classes for this subject however student attendance at their partnered workplace is required. At a minimum, students enrolled in the internship program should be present at their host organisation for the equivalent of one day per week for 12 weeks, however the specific structure of their attendance is a matter for negotiation between the two parties, as are the specific workplace activities the student engages in during their placement. At all times students should be working towards the assessable requirements of the unit.

This is a 4 credit point unit with significant assessment requirements. In accordance with normal Macquarie University expectations this means the student should spend on average at least 12 hours per week on this unit (i.e. three hours per credit point).

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

PG - Capable of Professional and Personal Judgment and Initiative

Our postgraduates will demonstrate a high standard of discernment and common sense in their professional and personal judgment. They will have the ability to make informed choices and decisions that reflect both the nature of their professional work and their personal perspectives.

This graduate capability is supported by:

Learning outcomes

- Develop professional technical competence, and appraise workplace learning using reflective practice and academic literature.
- Apply knowledge gained during student's program of study to complex workplace situations; work independently and to professional standards.

Assessment tasks

- Placement Report
- Workplace Supervisor's Report

PG - Discipline Knowledge and Skills

Our postgraduates will be able to demonstrate a significantly enhanced depth and breadth of knowledge, scholarly understanding, and specific subject content knowledge in their chosen fields.

This graduate capability is supported by:

Learning outcomes

- Synthesise learning from professional and academic sources in order to produce a research paper integrating contextualised practice and academic research.
- Apply knowledge gained during student's program of study to complex workplace situations; work independently and to professional standards.

Assessment tasks

- Research Essay
- Workplace Supervisor's Report

PG - Critical, Analytical and Integrative Thinking

Our postgraduates will be capable of utilising and reflecting on prior knowledge and experience, of applying higher level critical thinking skills, and of integrating and synthesising learning and knowledge from a range of sources and environments. A characteristic of this form of thinking is the generation of new, professionally oriented knowledge through personal or group-based

critique of practice and theory.

This graduate capability is supported by:

Learning outcomes

- Synthesise learning from professional and academic sources in order to produce a research paper integrating contextualised practice and academic research.
- Develop professional technical competence, and appraise workplace learning using reflective practice and academic literature.
- Apply knowledge gained during student's program of study to complex workplace situations; work independently and to professional standards.

Assessment tasks

- Organisational Review
- Research Essay
- Workplace Supervisor's Report

PG - Research and Problem Solving Capability

Our postgraduates will be capable of systematic enquiry; able to use research skills to create new knowledge that can be applied to real world issues, or contribute to a field of study or practice to enhance society. They will be capable of creative questioning, problem finding and problem solving.

This graduate capability is supported by:

Learning outcomes

- Synthesise learning from professional and academic sources in order to produce a research paper integrating contextualised practice and academic research.
- Develop professional technical competence, and appraise workplace learning using reflective practice and academic literature.
- Apply knowledge gained during student's program of study to complex workplace situations; work independently and to professional standards.

Assessment tasks

- Organisational Review
- Research Essay
- Workplace Supervisor's Report

PG - Effective Communication

Our postgraduates will be able to communicate effectively and convey their views to different social, cultural, and professional audiences. They will be able to use a variety of technologically

supported media to communicate with empathy using a range of written, spoken or visual formats.

This graduate capability is supported by:

Learning outcomes

- Synthesise learning from professional and academic sources in order to produce a research paper integrating contextualised practice and academic research.
- Develop professional technical competence, and appraise workplace learning using reflective practice and academic literature.
- Apply knowledge gained during student's program of study to complex workplace situations; work independently and to professional standards.

Assessment tasks

- Organisational Review
- Placement Report
- Research Essay
- Workplace Supervisor's Report

PG - Engaged and Responsible, Active and Ethical Citizens

Our postgraduates will be ethically aware and capable of confident transformative action in relation to their professional responsibilities and the wider community. They will have a sense of connectedness with others and country and have a sense of mutual obligation. They will be able to appreciate the impact of their professional roles for social justice and inclusion related to national and global issues

This graduate capability is supported by:

Learning outcomes

- Develop professional technical competence, and appraise workplace learning using reflective practice and academic literature.
- Apply knowledge gained during student's program of study to complex workplace situations; work independently and to professional standards.

Assessment tasks

- Placement Report
- Workplace Supervisor's Report