



ITL 211

Intermediate Italian II

S2 Day 2016

Dept of International Studies

Contents

<u>General Information</u>	2
<u>Learning Outcomes</u>	2
<u>Assessment Tasks</u>	3
<u>Delivery and Resources</u>	6
<u>Unit Schedule</u>	7
<u>Policies and Procedures</u>	8
<u>Graduate Capabilities</u>	10
<u>Additional Information</u>	17
<u>Late submissions</u>	19

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General Information

Unit convenor and teaching staff

Unit Convenor

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W6A205

Credit points

3

Prerequisites

ITL210

Corequisites

Co-badged status

Unit description

This unit is a continuation in the second half-year of ITL210. The unit aims to further develop students' competence in understanding and speaking, reading and writing standard Italian.

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:

To hear, speak, read and write modern Italian language in a variety of registers.

To read, listen to, comprehend and discuss a variety of Italian texts.

To attain a good level of spoken and written Italian through practice in class and completion of exercises and assignments.

To revise grammatical structures previously studied and learn new structures essential to oral and written fluency and accuracy.

To understand and gain proficiency in the mechanics of writing Italian.

To gain an appreciation of the Italian culture through textual (including literature) and aural material introduced in the class resources and discussed in class as well as online.

The unit aims at fostering language skills to level B1, described as follows in the

Common European Framework of Reference (CEFR): Can understand the main points of clear standard input on familiar matters regularly encountered in work, school, leisure, etc. Can deal with most situations likely to arise whilst travelling in an area where the language is spoken. Can produce simple connected text on topics which are familiar or of personal interest. Can describe experiences and events, dreams, hopes and ambitions and briefly give reasons and explanations for opinions and plans.

Assessment Tasks

Name	Weighting	Due
<u>Participation</u>	10%	Ongoing
<u>Listening comprehension</u>	10%	TBA
<u>Oral test</u>	10%	TBA
<u>Assignments</u>	40%	TBA
<u>Exam</u>	30%	TBA

Participation

Due: **Ongoing**

Weighting: **10%**

Class and iLearn participation (including completion of homework tasks and in-class activities, initiating discussion, asking questions, speaking in Italian)

On successful completion you will be able to:

- To hear, speak, read and write modern Italian language in a variety of registers.
- To read, listen to, comprehend and discuss a variety of Italian texts.
- To attain a good level of spoken and written Italian through practice in class and completion of exercises and assignments.
- To revise grammatical structures previously studied and learn new structures essential to oral and written fluency and accuracy.
- To understand and gain proficiency in the mechanics of writing Italian.
- To gain an appreciation of the Italian culture through textual (including literature) and aural material introduced in the class resources and discussed in class as well as online.
- The unit aims at fostering language skills to level B1, described as follows in the Common European Framework of Reference (CEFR): Can understand the main points of clear standard input on familiar matters regularly encountered in work, school, leisure,

etc. Can deal with most situations likely to arise whilst travelling in an area where the language is spoken. Can produce simple connected text on topics which are familiar or of personal interest. Can describe experiences and events, dreams, hopes and ambitions and briefly give reasons and explanations for opinions and plans.

Listening comprehension

Due: **TBA**

Weighting: **10%**

-

On successful completion you will be able to:

- To hear, speak, read and write modern Italian language in a variety of registers.
- To read, listen to, comprehend and discuss a variety of Italian texts.
- To attain a good level of spoken and written Italian through practice in class and completion of exercises and assignments.
- The unit aims at fostering language skills to level B1, described as follows in the Common European Framework of Reference (CEFR): Can understand the main points of clear standard input on familiar matters regularly encountered in work, school, leisure, etc. Can deal with most situations likely to arise whilst travelling in an area where the language is spoken. Can produce simple connected text on topics which are familiar or of personal interest. Can describe experiences and events, dreams, hopes and ambitions and briefly give reasons and explanations for opinions and plans.

Oral test

Due: **TBA**

Weighting: **10%**

-

On successful completion you will be able to:

- To hear, speak, read and write modern Italian language in a variety of registers.
- To read, listen to, comprehend and discuss a variety of Italian texts.
- To attain a good level of spoken and written Italian through practice in class and completion of exercises and assignments.
- To gain an appreciation of the Italian culture through textual (including literature) and aural material introduced in the class resources and discussed in class as well as online.
- The unit aims at fostering language skills to level B1, described as follows in the Common European Framework of Reference (CEFR): Can understand the main points of clear standard input on familiar matters regularly encountered in work, school, leisure, etc. Can deal with most situations likely to arise whilst travelling in an area where the

language is spoken. Can produce simple connected text on topics which are familiar or of personal interest. Can describe experiences and events, dreams, hopes and ambitions and briefly give reasons and explanations for opinions and plans.

Assignments

Due: **TBA**

Weighting: **40%**

3 online quizzes, 3 written assignments and 1 email exchange

On successful completion you will be able to:

- To hear, speak, read and write modern Italian language in a variety of registers.
- To read, listen to, comprehend and discuss a variety of Italian texts.
- To attain a good level of spoken and written Italian through practice in class and completion of exercises and assignments.
- To revise grammatical structures previously studied and learn new structures essential to oral and written fluency and accuracy.
- To understand and gain proficiency in the mechanics of writing Italian.
- To gain an appreciation of the Italian culture through textual (including literature) and aural material introduced in the class resources and discussed in class as well as online.
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Exam

Due: **TBA**

Weighting: **30%**

End of semester final written exam

On successful completion you will be able to:

- To hear, speak, read and write modern Italian language in a variety of registers.
- To read, listen to, comprehend and discuss a variety of Italian texts.

- To understand and gain proficiency in the mechanics of writing Italian.
- The unit aims at fostering language skills to level B1, described as follows in the Common European Framework of Reference (CEFR): Can understand the main points of clear standard input on familiar matters regularly encountered in work, school, leisure, etc. Can deal with most situations likely to arise whilst travelling in an area where the language is spoken. Can produce simple connected text on topics which are familiar or of personal interest. Can describe experiences and events, dreams, hopes and ambitions and briefly give reasons and explanations for opinions and plans.

Delivery and Resources

Required Texts

The prescribed texts are available from the Macquarie University Co-op bookshop.

- Balì, M. & G. Rizzo (2004) *Espresso 2. Corso di italiano. Libro dello studente ed esercizi*. Florence: Alma

Note: external students must also order the Espresso listening cd

DVD: L. Pieraccioni, *Io & Marilyn*, 2009, Medusa Video

- Denise De Rome (2010) *Soluzioni. A practical Grammar of Contemporary Italian. 2nd ed.* London: Hodder Education.

Recommended references

- **Monolingual dictionary:** **Zingarelli**, Vocabolario della lingua italiana (copies in the library and Italian/French/Greek workroom)
- **Bilingual dictionary:** **Collins** English-Italian, **Italian-English** dictionary (copies in the library and Italian/French/Greek workroom)

The *Espresso* answer key is in the back of the book, and you will be given answer keys to *Nuova grammatica comunicativa*.

Note: The tasks set from *Nuova grammatica comunicativa* may not always correspond exactly to the grammar learned in *Espresso*. The tasks from *Nuova grammatica comunicativa* are intended to extend your understanding and usage of grammar.

Access

Student must have access to a computer and the internet in order to submit assignments and complete on-line components.

Unit webpage

This unit has an online presence. Login is via: <https://ilearn.mq.edu.au/>

Students are required to have regular access to a computer and the internet. Mobile devices alone are not sufficient.

- For technical support go to: http://mq.edu.au/about_us/offices_and_units/informatics/help
- For student quick guides on the use of iLearn go to: http://mq.edu.au/iLearn/student_info/guides.htm

External students will need to regularly access Blackboard for communication with the tutor and other students, for grammar questions, to hand in assignments, for the discussion assignment, extra activities, and student pages.

Unit Schedule

	Libro di testo: Espresso 2	Libro di testo: Soluzioni	Homework	Assessment	Film <i>Io e Marilyn</i>
Wk 1	Ripasso generale Grammatica Espresso	Ripasso generale	Note: Spend this week revising Chapters 1-5 of <i>Espresso</i> Focus on vocabulary and grammatical rules.		Visione del film (prima parte)
Wk 2	6. A tavola pp 84-88 p 93 l'imperativo informale + pronomi	Soluzioni Ch 22	<i>Espresso</i> pp 196-198		Visione del film (seconda parte)
Wk 3	6. A tavola pp 89-96 p 93 <i>servire, quello che</i>	Soluzioni Ch 22	<i>Espresso</i> pp 199-201		Lavoro sul film
Wk 4	7. Come va? pp 97 – 103 p 107 l'imperativo formale + pronomi	The imperative Soluzioni, Ch 22	<i>Espresso</i> pp 202-205 (es. 7)	Online quiz 1	Lavoro sul film
Wk 5	7. Come va? pp 104-109 comparativo e superlativo di <i>buono</i> e <i>bene</i>	Soluzioni, Ch 5	<i>Espresso</i> pp 205-207		Lavoro sul film

Wk 6	8. Egregio Dottor... pp 114-119 p 125 Il futuro semplice, verbi con l'oggetto diretto e indiretto	The future tense Soluzioni Ch 19	Espresso pp 210-213	Written assignment 1	Lavoro sul film
Wk 7	8. Egregio Dottor... pp 120-128 p 125 La particella <i>ne, bisogna</i> , il periodo ipotetico della realtà (<i>se + presente o futuro</i>)	Soluzioni, pp. 115-117	Espresso pp 214-215	Online quiz 2	Lavoro sul film
BREAK	BREAK	BREAK	BREAK	BREAK	BREAK
BREAK	BREAK	BREAK	BREAK	BREAK	BREAK
Wk 8	ripasso e attivazione	ripasso e attivazione		Written assignment 2	Lavoro sul film
Wk 9	9. Colpo di fulmine. pp 130 – 135 p 139 <i>Stare + infinito; mentre/durante;</i> passato prossimo dei verbi modali	Soluzioni, pp. 240-244 + 256	Espresso pp 216-219		Lavoro sul film
Wk 10	9. Colpo di fulmine. pp 135 – 142 p 119 <i>Stare + infinito; mentre/durante;</i> passato prossimo dei verbi modali	Soluzioni, pp. 240-244 + 256	Espresso pp 220-222	Online quiz 3	Lavoro sul film
Wk 11	10. casa dolce casa pp 144-149 p 153 <i>Il congiuntivo presente - bello - il comparativo</i>	The subjunctive: Ch 24	Espresso pp 223-226	Written assignment 3	Lavoro sul film
Wk 12	10. casa dolce casa pp 150-155 p 153 <i>Il congiuntivo presente - bello - il comparativo</i>	The subjunctive: doubt, disbelief, and possibility Ch 24	Espresso pp 227-229		Lavoro sul film
Wk 13	ripasso e attivazione	ripasso e attivazione		Speaking test	

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

New Assessment Policy in effect from Session 2 2016 http://mq.edu.au/policy/docs/assessment/policy_2016.html. For more information visit http://students.mq.edu.au/events/2016/07/19/new_assessment_policy_in_place_from_session_2/

Assessment Policy prior to Session 2 2016 <http://mq.edu.au/policy/docs/assessment/policy.html>

Grading Policy prior to Session 2 2016 <http://mq.edu.au/policy/docs/grading/policy.html>

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

Complaint Management Procedure for Students and Members of the Public http://www.mq.edu.au/policy/docs/complaint_management/procedure.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://www.mq.edu.au/about_us/offices_and_units/information_technology/help/.

When using the University's IT, you must adhere to the [Acceptable Use of IT Resources Policy](#). The policy applies to all who connect to the MQ network including students.

Graduate Capabilities

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

- To read, listen to, comprehend and discuss a variety of Italian texts.
- To attain a good level of spoken and written Italian through practice in class and completion of exercises and assignments.
- To understand and gain proficiency in the mechanics of writing Italian.
- To gain an appreciation of the Italian culture through textual (including literature) and aural material introduced in the class resources and discussed in class as well as online.
- The unit aims at fostering language skills to level B1, described as follows in the Common European Framework of Reference (CEFR): Can understand the main points of clear standard input on familiar matters regularly encountered in work, school, leisure, etc. Can deal with most situations likely to arise whilst travelling in an area where the language is spoken. Can produce simple connected text on topics which are familiar or of personal interest. Can describe experiences and events, dreams, hopes and ambitions and briefly give reasons and explanations for opinions and plans.

Assessment tasks

- Participation
- Oral test
- Assignments

- Exam

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

- To hear, speak, read and write modern Italian language in a variety of registers.
- To attain a good level of spoken and written Italian through practice in class and completion of exercises and assignments.
- To revise grammatical structures previously studied and learn new structures essential to oral and written fluency and accuracy.
- To understand and gain proficiency in the mechanics of writing Italian.
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Assessment tasks

- Participation
- Listening comprehension
- Assignments
- Exam

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

- To hear, speak, read and write modern Italian language in a variety of registers.
- To read, listen to, comprehend and discuss a variety of Italian texts.
- To attain a good level of spoken and written Italian through practice in class and completion of exercises and assignments.
- To revise grammatical structures previously studied and learn new structures essential to oral and written fluency and accuracy.
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Assessment tasks

- Participation
- Listening comprehension
- Oral test
- Assignments
- Exam

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

- To hear, speak, read and write modern Italian language in a variety of registers.
- To read, listen to, comprehend and discuss a variety of Italian texts.
- To attain a good level of spoken and written Italian through practice in class and completion of exercises and assignments.
- To revise grammatical structures previously studied and learn new structures essential to oral and written fluency and accuracy.
- To understand and gain proficiency in the mechanics of writing Italian.
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Assessment tasks

- Participation
- Listening comprehension
- Oral test
- Assignments
- Exam

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

- To read, listen to, comprehend and discuss a variety of Italian texts.
- To attain a good level of spoken and written Italian through practice in class and completion of exercises and assignments.

- To revise grammatical structures previously studied and learn new structures essential to oral and written fluency and accuracy.
- To understand and gain proficiency in the mechanics of writing Italian.
- To gain an appreciation of the Italian culture through textual (including literature) and aural material introduced in the class resources and discussed in class as well as online.
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Assessment tasks

- Participation
- Listening comprehension
- Assignments
- Exam

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

- To hear, speak, read and write modern Italian language in a variety of registers.
- To read, listen to, comprehend and discuss a variety of Italian texts.
- To attain a good level of spoken and written Italian through practice in class and completion of exercises and assignments.
- To revise grammatical structures previously studied and learn new structures essential to oral and written fluency and accuracy.
- To understand and gain proficiency in the mechanics of writing Italian.
- To gain an appreciation of the Italian culture through textual (including literature) and aural material introduced in the class resources and discussed in class as well as online.
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Assessment tasks

- Participation
- Listening comprehension
- Oral test
- Assignments
- Exam

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

- To hear, speak, read and write modern Italian language in a variety of registers.
- To read, listen to, comprehend and discuss a variety of Italian texts.
- To attain a good level of spoken and written Italian through practice in class and completion of exercises and assignments.
- To revise grammatical structures previously studied and learn new structures essential to oral and written fluency and accuracy.
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ambitions and briefly give reasons and explanations for opinions and plans.

Assessment tasks

- Participation
- Oral test
- Assignments
- Exam

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

- To hear, speak, read and write modern Italian language in a variety of registers.
- To read, listen to, comprehend and discuss a variety of Italian texts.
- To attain a good level of spoken and written Italian through practice in class and completion of exercises and assignments.
- To revise grammatical structures previously studied and learn new structures essential to oral and written fluency and accuracy.
- To gain an appreciation of the Italian culture through textual (including literature) and aural material introduced in the class resources and discussed in class as well as online.
- The unit aims at fostering language skills to level B1, described as follows in the Common European Framework of Reference (CEFR): Can understand the main points of clear standard input on familiar matters regularly encountered in work, school, leisure, etc. Can deal with most situations likely to arise whilst travelling in an area where the language is spoken. Can produce simple connected text on topics which are familiar or of personal interest. Can describe experiences and events, dreams, hopes and ambitions and briefly give reasons and explanations for opinions and plans.

Assessment tasks

- Participation
- Oral test
- Assignments
- Exam

Additional Information

Unit requirements and expectations

This unit will assess students' progress regarding the skills of listening, speaking, reading, writing and grammar. The assessment aims to cover each skill and to offer fair and varied types of evaluation. You will need to attend all four language classes and actively participate in all. The language of instruction is mainly Italian. You will be expected to regularly access ILearn for extra revision and task completion. Those of you who do not have a computer at home can work in the University's computer labs. It is expected that all external students use a computer, preferably with high-speed internet to facilitate access to the online resources.

Homework is to be completed on a continual basis. Remember that language-learning is cumulative, and it is in your best interest to regularly complete homework tasks. You will regularly be given exercises to complete at home from both texts.

Please hand in your written assignments typed and double-spaced. This is necessary for marking purposes. Hand-written assignments will only be accepted by previous arrangement with the tutor.

We value student feedback, and take student comments into serious consideration when revising our courses. During the semester you will be asked to participate in formal and informal feedback sessions. Feedback is voluntary and anonymous, and comments on your experience of the Unit of Study are much appreciated.

Form of Assessment	% Weighting	Note for External Students
Class and ILearn participation (including completion of homework tasks and in-class activities, initiating discussion, asking questions, speaking in Italian)	10%	For external students, more weight will be placed on ILearn participation
1 listening comprehension	10%	External students to complete this task at home
1 oral test	10%	External students to complete this task over the phone
3 online quizzes, 3 written assignments and 1 email exchange	40%	External students to attach their written assignments as Word documents in the ILearn discussion board by the due date
End of semester final written exam	30%	External students to sit this exam at various locations

Attendance at all classes is compulsory for on-campus students. Students absent due to illness or other valid reasons should notify the relevant staff member or Ms Jennifer Heward, Department Administrator, W6A 217, phone: +61 2 9850 7005. Repeated unexplained absences will result in the exclusion from the course.

Assignments are compulsory and must be handed in at the time specified. Assignments handed in late (without valid reason) will not be accepted. Repeated failure to hand in assignments will result in loss of a percentage of your final assessment mark and/or exclusion from the final examination. Assignments must have a Division cover sheet, signed by the student.

Preparation: Students are expected to prepare the course work to be covered in class in advance, as set out in programs or announced in class.

Punctuality: Please arrive on time for classes. Arriving late is very disruptive. All classes start five minutes past the hour. If you should arrive late, it is your responsibility to find out what you have missed.

Examination Period: Students enrolled in units that require them to sit for compulsory examinations (to be held during business hours) during the official examination period must **not arrange to go away before the end of the exam period**. Exams could be scheduled for Saturdays during that period. Do not expect that alternative examination arrangements can be made for you. The only exceptions to this are:

- a) members of the armed forces who must go away on duty;
- b) students representing Australia or the University in a national or international sporting or cultural event;
- c) students proceeding to a period of study in a foreign country, associated with their Macquarie program of study.

Plagiarism

Assignments are to be your own work. Using someone else's words (either another student's, from a book, a journal article or a website) without clear acknowledgement is plagiarism and can incur serious penalties. The University defines plagiarism in its rules: "Plagiarism involves using the work of another person and presenting it as one's own." Plagiarism is a serious breach of the University's rules and carries significant penalties. Information about plagiarism can be found in the *Handbook of Undergraduate Studies*, on the web at <http://www.student.mq.edu.au/plagiarism> and on the Division cover sheet, which you must sign before you submit your assignments. If you are in doubt consult your lecturer or tutor.

Grading

The university has a set of guidelines on the distribution of grades across the range from fail to high distinction.

HD	High Distinction which denotes work of outstanding quality . This may be demonstrated in areas such as criticism, logical argument, interpretation of materials or use of methodology. This grade may also be awarded to recognise a high order of originality or creativity in student performance;
D	Distinction which denotes work of superior quality in the same areas of performance as above. This grade may also be awarded to recognise particular originality or creativity in student performance;
Cr	Credit which denotes work of predominantly good quality , demonstrating a sound grasp of content together with efficient organisation, selectivity and use of techniques;
P	Pass which denotes a clear pass and satisfactory achievement of unit objectives;
PC	Conceded Pass which denotes a pass which is marginal;
F	Fail which denotes that a candidate has failed to complete a unit satisfactorily.

The guidelines are designed to ensure comparability across the University

Student support services

The University provides many different kinds of support services for you. Contact your tutor if you need help and see the range of services (such as counseling and writing skills) available at <http://www.student.mq.edu.au>.

Late submissions

Assignments are compulsory and must be submitted on time. As a general rule, extensions will not be granted without a valid and documented reason (e.g. medical certificate). Late submissions will be penalised by 5% for each day (including weekends) the assignment task is late. No assignments will be accepted after assignments have been corrected and feedback has been provided. Assignment tasks handed in early will not be marked and returned before the due date.