



COMP8851

Industry Based Internship A

Session 1, Weekday attendance, North Ryde 2020

Department of Computing

Contents

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

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

Amin Beheshti

amin.beheshti@mq.edu.au

Contact via +61 (2) 9850 6344

Room 365, BD Building

By Appointment

Yan Wang

yan.wang@mq.edu.au

Credit points

20

Prerequisites

((Admission to MDataSc and 40cp at 8000 level) or (Admission to MInfoTechNetworking or MInfoSysMgmt or MInfoTechCyberSec and 60cp at 8000 level)) and WAM ≥ 75

Corequisites

Co-badged status

Unit description

The industry-based internship unit helps students gain experience in industry. Students work with both industry and academic supervisors to complete a major project or a few smaller projects in situ. Project topics will be agreed between the university, the student and the industry partner. Candidates may complete the project work at the industry partner's location or their own place of employment, subject to University approval. Assessment will be based on a combination of written reports and presentations. This unit provides an opportunity for students to complete an internship working part-time over the course of a semester.

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:

ULO1: Evaluate ethical issues related to working in a IT environment.

ULO2: Critically evaluate the experience gained while undertaking the internship.

ULO3: Apply lessons learned from previous units of study to workplace tasks.

ULO4: Demonstrate an understanding of cross-cultural issues in the workplace when dealing with people of different backgrounds.

Assessment Tasks

Coronavirus (COVID-19) Update

Assessment details are no longer provided here as a result of changes due to the Coronavirus (COVID-19) pandemic.

Students should consult [iLearn](#) for revised unit information.

[Find out more about the Coronavirus \(COVID-19\) and potential impacts on staff and students](#)

General Assessment Information

The unit is assessed through three components: Mid-term Report & Presentation, Internship Presentation, and Internship final report. The unit does not have hurdle assessments.

This is a **part-time internship** unit (20 Credit Points). The student works 2.5 days/week at the work place.

Marking Criteria for the Internship Unit:

85-100 (High Distinction):

The Company offers a job to the candidate after internship: The student's quality of work exceeded the company expectation, the student's effort was well above Company's expectations, the student was very professional and the student strongly desired to improve and learn.

75-84 (Distinction):

The Company would shortlist the candidate and invite him/her for an interview, after the internship: The student's quality of work met the company expectations, the student's effort was sufficient, the student was sufficiently professional, and the student sufficiently desired improvement and learning.

65-74 (Credit):

The Company would shortlist the candidate but NOT invite him/her for an interview, after the internship: The student's quality of work was below standard but met the company expectations, the student's effort was poor, the student was not professional, the student had little desire for improvement and learning.

50-64 (Pass):

The student's quality of work didn't met the company expectations but the student's effort Provided sufficient evidence of the achievement of projects's learning outcomes.

0-49 (Fail):

The student's quality of work didn't meet the company expectations and the student's effort did not provide evidence of attainment of project's learning outcomes.

Late Submission

No extensions will be granted without an approved application for Special Consideration. There will be a deduction of 10% of the total available marks made from the total awarded mark for each 24 hour period or part thereof that the submission is late. For example, 25 hours late in submission for an assignment worth 10 marks – 20% penalty or 2 marks deducted from the total. No submission will be accepted after solutions have been posted.

Delivery and Resources

Coronavirus (COVID-19) Update

Any references to on-campus delivery below may no longer be relevant due to COVID-19.

Please check here for updated delivery information: https://ask.mq.edu.au/account/pub/display/unit_status

Part-Time vs. Full-Time Internship:

This is a **part-time internship** unit (20 Credit Points). The student works 2.5 days/week at the work place.

For details of days, times and rooms consult the [timetables webpage](#).

Provided by the workplace (Monday to Friday).

Report submissions and presentations have to be submitted on ilearn.

Presentations are held in week5 and week13 in a Postgraduate workshop and schedule will be declared on ilearn.

Unit Schedule

Coronavirus (COVID-19) Update

The unit schedule/topics and any references to on-campus delivery below may no longer be relevant due to COVID-19. Please consult [iLearn](#) for latest details, and check here for updated delivery information: https://ask.mq.edu.au/account/pub/display/unit_status

Monday to Friday is typically spent at the workplace.

Student must schedule either a meeting with the convenor of the course or send emails

fortnightly on the progress of the internship.

Week5 and week13 presentations are compulsory for the students.

There is no final examination but you are expected to submit an Internship report. If you apply for Disruption to Study for your final report, you must make yourself available for weeks 5 and 13. If you are not available at that time, there is no guarantee an additional examination time will be offered. Specific examination dates and times will be determined at a later date.

There are no hurdles in this unit. Second-chance hurdle examinations will also be offered in the week 14. Results will be released by end of week 14. You will be notified shortly after that date of your eligibility for a hurdle retry and you must also make yourself available during that week to take advantage of this opportunity.

Policies and Procedures

Macquarie University policies and procedures are accessible from [Policy Central \(https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policy-central\)](https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policy-central). Students should be aware of the following policies in particular with regard to Learning and Teaching:

- [Academic Appeals Policy](#)
- [Academic Integrity Policy](#)
- [Academic Progression Policy](#)
- [Assessment Policy](#)
- [Fitness to Practice Procedure](#)
- [Grade Appeal Policy](#)
- [Complaint Management Procedure for Students and Members of the Public](#)
- [Special Consideration Policy](#) (**Note:** *The Special Consideration Policy is effective from 4 December 2017 and replaces the Disruption to Studies Policy.*)

Students seeking more policy resources can visit the [Student Policy Gateway \(https://students.mq.edu.au/support/study/student-policy-gateway\)](https://students.mq.edu.au/support/study/student-policy-gateway). It is your one-stop-shop for the key policies you need to know about throughout your undergraduate student journey.

If you would like to see all the policies relevant to Learning and Teaching visit [Policy Central \(https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policy-central\)](https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/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/study/getting-started/student-conduct>

Results

Results published on platform other than [eStudent](#), (eg. iLearn, Coursera etc.) 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 or if you are a Global MBA student contact globalmba.support@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 help you improve your marks and take control of your study.

- [Getting help with your assignment](#)
- [Workshops](#)
- [StudyWise](#)
- [Academic Integrity Module](#)

The Library provides online and face to face support to help you find and use relevant information resources.

- [Subject and Research Guides](#)
- [Ask a Librarian](#)

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

If you are a Global MBA student contact globalmba.support@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.