



# PICT3020

## Ethical Practice in Security Studies

Session 2, Special circumstance 2020

*Department of Security Studies and Criminology*

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#### **Notice**

As part of [Phase 3 of our return to campus plan](#), most units will now run tutorials, seminars and other small group learning activities on campus for the second half-year, while keeping an online version available for those students unable to return or those who choose to continue their studies online.

To check the availability of face-to-face and online activities for your unit, please go to [timetable viewer](#). To check detailed information on unit assessments visit your unit's iLearn space or consult your unit convenor.

## General Information

Unit convenor and teaching staff

Fred Smith

[fred.smith@mq.edu.au](mailto:fred.smith@mq.edu.au)

Credit points

10

Prerequisites

50cp at 2000 level or above and permission by Special Approval

Corequisites

Co-badged status

Unit description

As the Professional and Community Engagement (PACE) unit for the Department of Security Studies and Criminology, PICT3020 partners students with organisations drawn from government, industry, and civil society. Teams of students will work on projects designed both to contribute to the mission of their partner organisation and to give students the opportunity to apply the insights they have developed over the course of their program to a practical problem in their field. Mentors from the partner organisations will provide guidance to the student teams during the unit. Alongside their PACE project work, students will undertake some complementary career development exercises and consider what it means to think and act ethically in their chosen careers. Applications to undertake PICT3020 in Session 2 will open at the start of Session 1 and close at the end of Week 5 in Session 1. The process for enrolling in PICT3020 is to submit a request for an on-line application form by emailing [arts.pace@mq.edu.au](mailto:arts.pace@mq.edu.au). If your application is approved you will be advised to submit an application for Special Approval to finalise your enrolment in the unit. The Special Approval Permission Waiver is the last stage in the process, so you do not need to submit this until advised.

## 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:** Examine the major ethical, moral, and legal paradigms of thought within the field

of Security Studies and Criminology.

**ULO2:** Discuss and critically evaluate challenging questions of security and criminology policy and practice.

**ULO3:** Apply ethical and professional standards expected of those working in the security sector, including during the course of their PACE activity.

**ULO4:** Understand and apply the theory of teamwork and project management during the course of their PACE activity.

**ULO5:** Through reflective practice, consider and apply career development and job application strategies.

## Assessment Tasks

Name	Weighting	Hurdle	Due
<a href="#">Constructive Engagement Quiz</a>	20%	No	End of Week 4, End of Week 7
<a href="#">PACE Project Work</a>	60%	No	Week 6 (Plan, Reflection & peer review); Week 11 (Final)
<a href="#">Mock Job Application</a>	20%	No	Week 13

### Constructive Engagement Quiz

Assessment Type <sup>1</sup>: Quiz/Test

Indicative Time on Task <sup>2</sup>: 10 hours

Due: **End of Week 4, End of Week 7**

Weighting: **20%**

Two online quizzes administered to assess knowledge and understanding of assigned unit materials, including lectures, readings, and other resources.

On successful completion you will be able to:

- Examine the major ethical, moral, and legal paradigms of thought within the field of Security Studies and Criminology.
- Discuss and critically evaluate challenging questions of security and criminology policy and practice.
- Apply ethical and professional standards expected of those working in the security sector, including during the course of their PACE activity.

- Understand and apply the theory of teamwork and project management during the course of their PACE activity.

## PACE Project Work

Assessment Type <sup>1</sup>: Project

Indicative Time on Task <sup>2</sup>: 40 hours

Due: **Week 6 (Plan, Reflection & peer review); Week 11 (Final)**

Weighting: **60%**

Students working in small teams assigned to work on projects set by partner organisations from public, private, or not-for-profit sector. Teams work mostly independently, supervised by mentors from sponsoring partner organizations who provide guidance and direction in collaborative environment.

On successful completion you will be able to:

- Discuss and critically evaluate challenging questions of security and criminology policy and practice.
- Apply ethical and professional standards expected of those working in the security sector, including during the course of their PACE activity.
- Understand and apply the theory of teamwork and project management during the course of their PACE activity.

## Mock Job Application

Assessment Type <sup>1</sup>: Participatory task

Indicative Time on Task <sup>2</sup>: 10 hours

Due: **Week 13**

Weighting: **20%**

Students will prepare and present mock job applications designed to prepare them for applying and interviewing for jobs in the security profession.

On successful completion you will be able to:

- Through reflective practice, consider and apply career development and job application strategies.

<sup>1</sup> If you need help with your assignment, please contact:

- the academic teaching staff in your unit for guidance in understanding or completing this type of assessment
- the [Writing Centre](#) for academic skills support.

<sup>2</sup> Indicative time-on-task is an estimate of the time required for completion of the assessment task and is subject to individual variation

## **Delivery and Resources**

### DELIVERY AND RESOURCES

#### UNIT REQUIREMENTS AND EXPECTATIONS

- You should spend an average of 12 hours per week on this unit. This includes listening to lectures prior to seminar or tutorial, reading weekly required materials as detailed in iLearn, participating in iLearn discussion forums and preparing assessments.
- Internal students are expected to attend all seminar or tutorial sessions, and external students are expected to make significant contributions to on-line activities.
- In most cases students are required to attempt and submit all major assessment tasks in order to pass the unit.

#### REQUIRED READINGS

- The citations for all the required readings for this unit are available to enrolled students through the unit iLearn site, and at Macquarie University's library site. Electronic copies of required readings may be accessed through the library or will be made available by other means.

#### TECHNOLOGY USED AND REQUIRED

- Computer and internet access are essential for this unit. Basic computer skills and skills in word processing are also a requirement.
- 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.
- Information about IT used at Macquarie University is available at [http://students.mq.edu.au/it\\_services/](http://students.mq.edu.au/it_services/)

## SUBMITTING ASSESSMENT TASKS

- All text-based assessment tasks are to be submitted, marked and returned electronically. This will only happen through the unit iLearn site.
- Assessment tasks must be submitted as a MS word document by the due date.
- Most assessment tasks will be subject to a 'Turnitin' review as an automatic part of the submission process.
- The granting of extensions is subject to the university's Special Consideration Policy. Extensions will not be granted by unit conveners or tutors, but must be lodged through Special Consideration: <https://students.mq.edu.au/study/my-study-program/special-consideration>

## LATE SUBMISSION OF ASSESSMENT TASKS

- Unless a Special Consideration request has been submitted and approved, (a) **a penalty for lateness will apply** – two (2) marks out of 100 will be deducted per day for assignments submitted after the due date – and (b) **no assignment will be accepted seven (7) days (incl. weekends) after the original submission deadline**. No late submissions will be accepted for timed assessments – e.g. quizzes, online tests.

## WORD LIMITS FOR ASSESSMENT TASKS

- Stated word limits include footnotes and footnoted references, but not bibliography, or title page.
- Word limits can generally deviate by 10% either over or under the stated figure.
- If the number of words exceeds the limit by more than 10%, then penalties will apply. These penalties are 5% of the awarded mark for every 100 words over the word limit. If a paper is 300 words over, for instance, it will lose  $3 \times 5\% = 15\%$  of the total mark awarded for the assignment. This percentage is taken off the total mark, i.e. if a paper was graded at a credit (65%) and was 300 words over, it would be reduced by 15 marks to a pass (50%).
- The application of this penalty is at the discretion of the course convener.

## REASSESSMENT OF ASSIGNMENTS DURING THE SEMESTER

- Macquarie University operates a Grade Appeal Policy in cases where students feel their

work was graded inappropriately: <http://www.mq.edu.au/policy/docs/gradeappeal/policy.html>

- In accordance with the Grade Appeal Policy, individual works are not subject to regrading.

#### STAFF AVAILABILITY

- Department staff will endeavour to answer student enquiries in a timely manner. However, emails or iLearn messages will not usually be answered over the weekend or public holiday period.
- Students are encouraged to read the Unit Guide and look at instructions posted on the iLearn site before sending email requests to staff.

## 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](mailto: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](http://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](mailto: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/](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.