ENGL8036

Manuscript Project B

Session 2, Weekday attendance, North Ryde 2021

Department of Media, Communications, Creative Arts, Language and Literature

Contents

Disclaimer

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Session 2 Learning and Teaching Update

The decision has been made to conduct study online for the remainder of Session 2 for all units WITHOUT mandatory on-campus learning activities. Exams for Session 2 will also be online where possible to do so.

This is due to the extension of the lockdown orders and to provide certainty around arrangements for the remainder of Session 2. We hope to return to campus beyond Session 2 as soon as it is safe and appropriate to do so.

Some classes/teaching activities cannot be moved online and must be taught on campus. You should already know if you are in one of these classes/teaching activities and your unit convenor will provide you with more information via iLearn. If you want to confirm, see the list of units with mandatory on-campus classes/teaching activities.

Visit the MQ COVID-19 information page for more detail.

General Information

Unit convenor and teaching staff
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Credit points
10

Prerequisites
40 credit points

Corequisites

Co-badged status

Unit description
In Manuscript Project B students finish a 25,000 word creative manuscript (or equivalent in the case of poetry), which may be a complete work such as a themed collection of poetry or short stories, creative nonfiction essays, the opening chapters of a longer work such as a novella or novel, or a digital interactive text-based work. Together the two units (Manuscript Project A and Manuscript Project B) provide an opportunity for a sustained piece of writing to be developed over two sessions. There are no classes or workshops: students work independently with regular written and verbal feedback from a writing supervisor. At the completion of this unit, students will have completed either a full manuscript or the opening 25,000 words of a longer work. It is expected that the final work will be of a potentially publishable standard. Application is open to students who have demonstrated excellent progress in their writing units and have submitted a compelling and potentially publishable project plan. Contact the Course Director for further information on how to apply for entry to this unit.

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: Plan, commence and sustain the writing of a manuscript in the genres of novella,

novel, short story collection or poetry sequence.

ULO2: Exercise higher level editorial abilities through independent reflection, revision and rewriting of the manuscript.

ULO3: Locate and appraise appropriate resources to develop the manuscript.

ULO4: Utilise professional and mature communication skills and capacity to respond to feedback.

ULO5: Identify and resolve ethical and/or copyright issues in relation to the creative work's subject matter, sources or potential audience.

General Assessment Information

Submission

All assessments are submitted to the Turnitin links in iLearn.

The purpose of the two 20% assessment tasks is to document your progress and enhance your reflection on your overall project. This work should begin in the first part of the project, Part A.

The 'Planning and Conceptualisation of manuscript' task must include your project plan and documentation of planning discussions with your supervisor. You may submit extracts of email discussions or meetings, but you should focus on summarising your progress, providing extracts of emails as evidence, rather than simply compiling all of your emails in the document. This will include work done on this aspect of the MP in the first and second semesters of your project.

The 'Reflection' should document your own evaluation of your work over the full term of the project - what you have aimed to do and what you have achieved in your work in progress. Include a discussion of challenges, missteps, achievements, resolutions, outcomes. You may draw on email or meeting discussions with your supervisor where relevant, but aim to summarise your reflective evaluation of your own work for the project.

Late submission of Assignments

Please note that the University and the Faculty of Arts have launched a new assessment policy effective as of 1 July 2021. This new policy particularly affects **LATE SUBMISSION OF ASSIGNMENTS**.

The Faculty policy in relation to late assessment submissions is as follows:

Unless a Special Consideration request has been submitted and approved, (a) a penalty for lateness will apply – 10 marks out of 100 credit will be deducted per day for assignments submitted after the due date – and (b) no assignment will be accepted seven days (incl. weekends) after the original submission deadline. No late submissions will be accepted for timed assessments – e.g. quizzes, online tests, etc.

To be very clear:

- Unless you have applied for special consideration and had your application approved, for

each day your assignment is late, 10 marks will be deducted. For example, if you submit your assignment 7 days late, 70 marks will be deducted, which means you will fail that assignment.

- If your assignment is more than 7 days late (including weekends), you will get 0 for your assignment.

These are serious penalties that will substantially alter your final grade and even determine whether you pass or fail this unit. Please make every effort to submit your assignment by the due date.

If you find you cannot submit your assignment on time, please apply for Special Consideration through AskMQ. Make sure you read Macquarie University's policy regarding Special Consideration requests before you apply:

https://students.mq.edu.au/study/assessment-exams/special-consideration

Assessment Tasks

Name	Weighting	Hurdle	Due
Reflection	20%	No	29/10/2021
Manuscript Planning and Conceptualisation	20%	No	29/10/2021
Manuscript	60%	No	29/10/2021

Reflection

Assessment Type [1]: Reflective Writing
Indicative Time on Task [2]: 25 hours
Due: **29/10/2021**
Weighting: **20%**

Critical evaluation of work in progress, student's writing and editing processes and ability to appraise and utilise feedback.

On successful completion you will be able to:

- Exercise higher level editorial abilities through independent reflection, revision and rewriting of the manuscript.
- Utilise professional and mature communication skills and capacity to respond to feedback.

Manuscript Planning and Conceptualisation

Assessment Type [1]: Plan
Indicative Time on Task [2]: 25 hours
Due: **29/10/2021**
Weighting: **20%**

Students will plan a major creative manuscript (or equivalent in the case of poetry).

On successful completion you will be able to:
- Plan, commence and sustain the writing of a manuscript in the genres of novella, novel, short story collection or poetry sequence.
- Exercise higher level editorial abilities through independent reflection, revision and rewriting of the manuscript.
- Locate and appraise appropriate resources to develop the manuscript.
- Utilise professional and mature communication skills and capacity to respond to feedback.
- Identify and resolve ethical and/or copyright issues in relation to the creative work's subject matter, sources or potential audience.

Manuscript

Assessment Type [1]: Creative work
Indicative Time on Task [2]: 100 hours
Due: **29/10/2021**
Weighting: **60%**

Students will finish a major creative manuscript (or equivalent in the case of poetry).

On successful completion you will be able to:
- Plan, commence and sustain the writing of a manuscript in the genres of novella, novel, short story collection or poetry sequence.
- Exercise higher level editorial abilities through independent reflection, revision and rewriting of the manuscript.
- Locate and appraise appropriate resources to develop the manuscript.
- Utilise professional and mature communication skills and capacity to respond to

feedback.

- Identify and resolve ethical and/or copyright issues in relation to the creative work's subject matter, sources or potential audience.

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[1] 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.

[2] 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

Students work with a supervisor from the Department of MCCALL's creative writing staff. Supervision commences at the start of the Session. During supervision, you communicate one-on-one with your supervisor. There are no campus or online classes. There is an iLearn unit site through which you can communicate with other students and organise your own workshopping group, post news, share achievements etc.

There are no required texts for this unit.

Policies and Procedures

Macquarie University policies and procedures are accessible from Policy Central (https://policies.mq.edu.au). 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

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

To find other policies relating to Teaching and Learning, visit Policy Central (https://policies.mq.edu.au) and use the search tool.

Student Code of Conduct

Macquarie University students have a responsibility to be familiar with the Student Code of Conduct: https://students.mq.edu.au/admin/other-resources/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.

Changes since First Published

Date	Description
08/07/2021	Corrected the date for an assessment task.

Changes since First Published