General Information

Unit convenor and teaching staff
Convenor
Dr Iliana Skrebneva
iliana.skrebneva@mq.edu.au
Contact via email
29 WW, room 242
by appointment

Credit points
10

Prerequisites
(ECHE340 or ECHE3400) and (ECHP327 or ECHP3270 or ECHP324)

Corequisites

Co-badged status

Unit description
In this unit, students extend their capacity to connect pedagogy and planning, developing units of work, and integrated learning. As a capstone unit, ECHE4500 enables students to bring together their knowledge, skills and experiences as a university student to assist them in making the transition to the next stage in their career. This unit gives students the opportunity to consolidate what they have learnt, reflect on and assess their professional strengths and skills in the context of their future career path.

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: Undertake candid self-assessment of progress towards both the Macquarie University Graduate Capabilities and the Professional Teaching Standards.

ULO2: Recognise the importance of socially just practices in educational settings, by recognising and connecting with children’s families, valuing community and cultural contexts, including Indigenous Perspectives.

ULO3: Critically evaluate and utilise relevant theoretical and practical literature that
addresses effective teaching and assessment, including literacy and numeracy learning.

**ULO4:** Synthesise knowledge and skills developed throughout the program to apply sound pedagogical knowledge within prior-to-school and primary school educational settings through planning, facilitation and evaluation of children’s learning.

**ULO5:** Articulate awareness of the legislation and regulations required in both the prior to school and school settings.

**ULO6:** Communicate effectively as ethical, reflective and informed practitioners when working with colleagues, children, families, and other education and community stakeholders.

### General Assessment Information

**MORE DETAILED INFORMATION ABOUT ASSESSMENTS, INCLUDING DETAILED INSTRUCTIONS AND RUBRICS, ARE LOCATED ON THE iLEARN WEBSITE**

- Students should be aware of and apply the University policy on academic honesty (see: [https://policies.mq.edu.au/document/view.php?id=3](https://policies.mq.edu.au/document/view.php?id=3))

- Unless a Special Consideration (see: [https://students.mq.edu.au/study/assessment-exams/special-consideration](https://students.mq.edu.au/study/assessment-exams/special-consideration)) request has been submitted and approved, a 5% penalty (of the total possible mark) will be applied each day a written assessment is not submitted, up until the 7th day (including weekends). After the 7th day, a mark of 0 (zero) will be awarded even if the assessment is submitted. Submission time for all written assessments is set at 11:55pm. A 1-hour grace period is provided to students who experience a technical issue. This late penalty will apply to non-timed sensitive assessment (incl essays, reports, posters, portfolios, journals, recordings etc).

- Late submission of time sensitive tasks (such as tests/exams, performance assessments/presentations, scheduled practical assessments/labs etc) will only be addressed by the unit convenor in a Special consideration application. Special Consideration outcome may result in a new question or topic.

- Please format assessments using 12-point font and 1.5 spacing.

- All assessments are submitted electronically. Turnitin plagiarism detection software is used to check all written assessments.

- Students can use Turnitin’s Originality Report as a learning tool to improve their academic writing if this option is made available in the unit.

- Students should carefully check that they submit the correct file for an assessment as no
re-submissions will be accepted after the due date and time, including instances where students upload an incorrect file in error.

- Word limits are strictly applied. Work above the word limit will not be marked.
- All assessments are marked using a clear marking scheme or a rubric.
- Marking of all assessments is moderated by the Unit Convenor.
- Applications for extensions must be made via AskMQ (https://ask.mq.edu.au/).
- It is not the responsibility of unit staff to contact students who have failed to submit assessments. If you have any missing items of assessment, it is your responsibility to make contact with the unit convenor.

**University policy on grading**

**Criteria for awarding grades for assessment tasks**

Assignments will be awarded grades ranging from HD to F according to guidelines set out in the University's Grading Policy. The following descriptive criteria are included for your information.

**Descriptive Criteria for awarding grades in the unit**

In order to meet the unit outcomes and successfully pass this unit, students must make a genuine attempt at all assessment tasks. Where any submitted assessment task is considered to be unsatisfactory in this regard, the highest possible final grade that can be awarded for the unit will be 45.

<table>
<thead>
<tr>
<th>Grade</th>
<th>Descriptor</th>
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<tbody>
<tr>
<td>HD (High Distinction)</td>
<td>Provides consistent evidence of deep and critical understanding in relation to the learning outcomes. There is substantial originality and insight in identifying, generating and communicating competing arguments, perspectives or problem-solving approaches; critical evaluation of problems, their solutions and their implications; creativity in application as appropriate to the discipline.</td>
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<tr>
<td>D (Distinction)</td>
<td>Provides evidence of integration and evaluation of critical ideas, principles and theories, distinctive insight and ability in applying relevant skills and concepts in relation to learning outcomes. There is demonstration of frequent originality in defining and analysing issues or problems and providing solutions; and the use of means of communication appropriate to the discipline and the audience.</td>
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<tr>
<td>Cr (Credit)</td>
<td>Provides evidence of learning that goes beyond replication of content knowledge or skills relevant to the learning outcomes. There is demonstration of substantial understanding of fundamental concepts in the field of study and the ability to apply these concepts in a variety of contexts; convincing argumentation with appropriate coherent justification; communication of ideas fluently and clearly in terms of the conventions of the discipline.</td>
</tr>
<tr>
<td>P (Pass)</td>
<td>Provides sufficient evidence of the achievement of learning outcomes. There is demonstration of understanding and application of fundamental concepts of the field of study; routine argumentation with acceptable justification; communication of information and ideas adequately in terms of the conventions of the discipline. The learning attainment is considered satisfactory or adequate or competent or capable in relation to the specified outcomes</td>
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Note: If you fail a unit with a professional experience component, the fail grade will be on your transcript irrespective of the timing of the placement.

Withdrawing from this unit

If you are considering withdrawing from this unit, please seek academic advice via https://ask.mq.edu.au before doing so as this unit may be a co-requisite or prerequisite for units in the following sessions and may impact your course progression.

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.

Assessment Tasks

<table>
<thead>
<tr>
<th>Name</th>
<th>Weighting</th>
<th>Hurdle</th>
<th>Due</th>
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<tbody>
<tr>
<td>Professional Teaching Standards</td>
<td>30%</td>
<td>No</td>
<td>23:55 14/08/2023</td>
</tr>
<tr>
<td>Education for Tomorrow</td>
<td>30%</td>
<td>No</td>
<td>23:55 20/09/2023</td>
</tr>
<tr>
<td>Teaching Philosophy</td>
<td>40%</td>
<td>No</td>
<td>23:55 29/10/2023</td>
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Professional Teaching Standards

Assessment Type 1: Qualitative analysis task
Indicative Time on Task 2: 30 hours
Due: 23:55 14/08/2023
Weighting: 30%

Professional Teaching Standards: 30%.

In this assessment pre-service teachers focus on their progress towards the Professional Teaching Standards.

Word limit: 1600.

On successful completion you will be able to:
• Undertake candid self-assessment of progress towards both the Macquarie University Graduate Capabilities and the Professional Teaching Standards.

• Recognise the importance of socially just practices in educational settings, by recognising and connecting with children’s families, valuing community and cultural contexts, including Indigenous Perspectives.

• Critically evaluate and utilise relevant theoretical and practical literature that addresses effective teaching and assessment, including literacy and numeracy learning.

• Synthesise knowledge and skills developed throughout the program to apply sound pedagogical knowledge within prior-to-school and primary school educational settings through planning, facilitation and evaluation of children’s learning.

• Articulate awareness of the legislation and regulations required in both the prior to school and school settings.

• Communicate effectively as ethical, reflective and informed practitioners when working with colleagues, children, families, and other education and community stakeholders.

Education for Tomorrow

Assessment Type 1: Presentation
Indicative Time on Task 2: 20 hours
Due: 23:55 20/09/2023
Weighting: 30%

Education for Tomorrow: 30%.

Part A: Using lecture content from weeks 1-4, you are to work in groups of 3-4 and select an area of interest that you would like to research further.

Part B: This part of the assessment is individual work. You are to take notes and reflections on what your peers present in tutorials. Part B is due one week following the presentation. Word limit: 350.

On successful completion you will be able to:

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• Critically evaluate and utilise relevant theoretical and practical literature that addresses
effective teaching and assessment, including literacy and numeracy learning.

• Synthesise knowledge and skills developed throughout the program to apply sound pedagogical knowledge within prior-to-school and primary school educational settings through planning, facilitation and evaluation of children's learning.
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• Communicate effectively as ethical, reflective and informed practitioners when working with colleagues, children, families, and other education and community stakeholders.

Teaching Philosophy

Assessment Type 1: Professional writing
Indicative Time on Task 2: 30 hours
Due: 23:55 29/10/2023
Weighting: 40%

Teaching Philosophy Weighting: 40%. Produce a succinct statement that might appear at the front of your Professional Portfolio. Word limit: 500.

On successful completion you will be able to:
• Undertake candid self-assessment of progress towards both the Macquarie University Graduate Capabilities and the Professional Teaching Standards.
• Recognise the importance of socially just practices in educational settings, by recognising and connecting with children's families, valuing community and cultural contexts, including Indigenous Perspectives.
• Critically evaluate and utilise relevant theoretical and practical literature that addresses effective teaching and assessment, including literacy and numeracy learning.
• Synthesise knowledge and skills developed throughout the program to apply sound pedagogical knowledge within prior-to-school and primary school educational settings through planning, facilitation and evaluation of children's learning.
• Articulate awareness of the legislation and regulations required in both the prior to school and school settings.

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

https://unitguides.mq.edu.au/unit_offerings/156470/unit_guide/print
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

Information about the unit iLearn site

This unit has a full web presence through iLearn.

Students will need regular access to a computer and the Internet to complete this unit.

Weekly access to iLearn is compulsory for all students. Important assessment information will be posted here, as will other relevant unit notices and materials, including a reading template and guide to lecture note taking to assist your studies.

Various activities and materials for discussion and critical reflection are included and students are encouraged to use this web component. Electronic links and suggested references will be included in the Resources section. Please check the iLearn unit regularly.

Weekly lectures are available on the web through the ECHO360 lecture component. You must listen to and make notes for all lectures.

PowerPoint slides are available in iLearn in advance of the weekly lecture and/or are available in the Active Learning Tool.

Access and technical assistance

Information for students about access to the online component of this unit is available at https://iLearn.mq.edu.au/login/index.php. You will need to enter your student username and password.

Please do NOT contact the Unit Convenor regarding iLearn technical help.

Assistance is available from IT Helpdesk
Ph: 9850 4357 or 1800 67 4357
Email: help.mq.edu.au.

On Campus: Ground floor at 18 Wally’s Walk

Structure

The unit structure can be found in the university timetable https://timetables.mq.edu.au/2023/

During on-campus days, students will discuss issues and questions arising from the lectures and prescribed readings. They are expected to base their arguments/discussions on evidence from published research and other relevant material. There will be a supporting iLearn site for the unit providing additional readings, links and materials. Lectures will also be available through Echo in iLearn from the following website link: http://iLearn.mq.edu.au

The weekly program for the course with the accompanying readings/ preparation is available on the unit iLearn site.
Unit Schedule

The schedule of learning and teaching (including weekly readings) is located in iLearn.

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
- Assessment Procedure
- Complaints Resolution 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

Academic Integrity

At Macquarie, we believe academic integrity – honesty, respect, trust, responsibility, fairness and courage – is at the core of learning, teaching and research. We recognise that meeting the expectations required to complete your assessments can be challenging. So, we offer you a range of resources and services to help you reach your potential, including free online writing and maths support, academic skills development and wellbeing consultations.
Student Support
Macquarie University provides a range of support services for students. For details, visit http://students.mq.edu.au/support/

The Writing Centre
The Writing Centre provides resources to develop your English language proficiency, academic writing, and communication skills.

- Workshops
- Chat with a WriteWISE peer writing leader
- Access StudyWISE
- Upload an assignment to Studiosity
- Complete the 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
Macquarie University offers a range of Student Support Services including:

- IT Support
- Accessibility and disability support with study
- Mental health support
- Safety support to respond to bullying, harassment, sexual harassment and sexual assault
- Social support including information about finances, tenancy and legal issues
- Student Advocacy provides independent advice on MQ policies, procedures, and processes

Student Enquiries
Got a question? Ask us via AskMQ, or contact Service Connect.

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.
School of Education Procedures
In addition, the following policies and procedures of the School of Education are applicable in this unit.

Attendance for undergraduate units
See the university timetable for information about when classes begin in this unit.
https://timetables.mq.edu.au/2023/

Activities completed during on campus days (external/INFQ mode) are essential for building the core knowledge and/or skills required to demonstrate the learning outcomes of this unit [and to meet the AITSL Graduate Teacher Standards and/or ACECQA requirements]. Attendance at all on campus days is expected and the roll will be taken.

Electronic Communication
It is the student’s responsibility to check all electronic communication on a regular weekly basis. Communication may occur via:

- Official MQ Student Email Address
- The Dialogue function on iLearn
- Other iLearn communication functions

On-campus sessions (external/infrequent mode)
Information about the dates of the on-campus sessions can be found in the university timetable.
https://timetables.mq.edu.au/2023/

- The on-campus sessions are essential to student engagement and learning and attendance on all days is expected. Failure to attend or to have an approved Special Consideration may result in a Fail grade for the unit. Please see attendance requirements in this unit guide.

- Prior to the on-campus sessions, you should have read the prescribed readings and listened to the lectures. Summarise the main points and make a note of the key terms and definitions. Prepare any discussion questions of your own that you wish to share.

- Please make effective use of the online component of the unit and access iLearn regularly. Keep up to date with listening to the lectures on a weekly basis.

- Further specific details and any updates about times and locations will be posted on iLearn as an Announcement during first half of the semester.

Fail Rule
General Coursework Rule 17 stipulates that where a student is enrolled in a practical, clinical or Professional course with fitness to practice requirements:

- if a student fails one practical, clinical or professional activity they may be permanently excluded from that course; or
• if a student fails an essential unit twice or fails the equivalent of 20 credit points they may be permanently excluded from further enrolment in that course.

Students completing a double degree will be able to continue with their other degree program provided they meet the academic progression requirements of the Academic Progression Policy.

Students completing a single Education degree (such as the BTeach/MTeach) are advised to seek academic advice.

5Rs Framework

The 5Rs Framework, developed by the School of Education at Macquarie University, is embedded throughout your teacher education course. Your use of the 5Rs Framework will help you develop the capabilities that will make your teaching career sustainable and fulfilling. In this unit, you will learn using the 5Rs framework in the following important ways:

Resilient: Critically articulate awareness of the legislation and regulations required in both the prior to school and school settings.

Reflexive: Critically evaluate and utilise relevant theoretical and practical literature that addresses effective teaching and assessment, including literacy and numeracy learning.

Responsive: Recognise the importance of socially just practices in educational settings, by recognising and connecting with children’s families, valuing community and cultural contexts, including Indigenous Perspectives.

Ready to learn: Undertake candid self-assessment of progress towards both the Macquarie University Graduate Capabilities and the Professional Teaching Standards.

Research engaged: Synthesise knowledge and skills developed throughout the program to apply sound pedagogical knowledge within prior-to-school and primary school educational settings through planning, facilitation and evaluation of children’s learning.