



ENVS3463

PACE: Environmental Management Project

Session 2, In person-scheduled-weekday, North Ryde 2026

School of Natural Sciences

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General Information

Unit convenor and teaching staff

Convenor

Alexandra Ralph

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Teaching staff

Raelene Sheppard

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Credit points

10

Prerequisites

(130cp at 1000 level or above) and (Admission to BEnv or by Permission by Special Approval)

Corequisites

Co-badged status

Unit description

This is a simulated work experience unit, where small groups undertake major projects on matters of environmental concern under the supervision of Macquarie staff and external industry partners.

Students are assessed individually and as groups on their ability to work well with the industry partner and successfully complete a mutually designed project.

Much of the project work is undertaken independently and outside formal class hours (the class does not meet every week but there are frequent opportunities for additional advice and supervision with the course convenor).

Visit [Employability Connect](#) for important information on this unit including required preparation and closing dates for PACE activities.

Learning in this unit enhances student understanding of global challenges identified by the United Nations Sustainable Development Goals ([UNSDGs](#)) Sustainable Cities and Communities; Climate Action; Life on Land

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: Design and implement a research project in collaboration with a project partner or supervisor

ULO2: Work effectively in small teams by implementing collaboration and teamwork skills to achieve the project goals

ULO3: Produce a professional document of the size and complexity required of consultants

ULO4: Demonstrate communication skills by preparing and presenting information in a professional and confident manner

ULO5: Demonstrate high levels of social and environmental awareness by evaluating the implications of research

General Assessment Information

RELEASE:

Assessment task 1: Grades to be released no later than 30th August.

Assessment task 2: Grades to be released no later than 25th October.

Assessment task 3: Grades to be released no later than 22nd November.

REQUIREMENTS TO PASS THIS UNIT:

To pass this unit, you must achieve a mark great than or equal to 50%.

Late Assessment Submission Penalty

Unless a Special Consideration request has been submitted and approved, a 5% penalty (of the total possible mark of the task) will be applied for each day a written report or presentation assessment is not submitted, up until the 7th day (including weekends). After the 7th day, a grade of '0' will be awarded even if the assessment is submitted. The submission time for all uploaded assessments is **11:55 pm**. A 1-hour grace period will be provided to students who experience technical concerns. For any late submission of time-sensitive tasks, such as scheduled tests/exams, performance assessments/presentations, and/or scheduled practical assessments/labs, please apply for [Special Consideration](#). For example, if the assignment is worth 8 marks (of the entire unit) and your submission is late by 19 hours (or 23 hours 59 minutes 59 seconds), 0.4 marks (5% of 8 marks) will be deducted. If your submission is late by 24 hours (or 47 hours 59 minutes 59 seconds), 0.8 marks (10% of 8 marks) will be deducted, and so on.

Assessments where Late Submissions will be accepted

Assessments 1 and 3 - YES, Standard Late Penalty applies

Assessment 2 is a presentation in class time, and so cannot be submitted late. If you have a reason for missing this class, please consider whether you can pre-record your part of the group presentation, and reach out to teaching staff to organise a workaround.

Special Consideration

The [Special Consideration Policy](#) aims to support students who have been impacted by short-term circumstances or events that are serious, unavoidable and significantly disruptive, and which may affect their performance in assessment. If you experience circumstances or events that affect your ability to complete the assessments in this unit on time, please inform the convenor and submit a Special Consideration request through <http://connect.mq.edu.au/>.

Assessment Tasks

Name	Weighting	Hurdle	Due	Groupwork/Individual	Short Extension	AI Approach
Project Scoping Document	20%	No	09/08/2026	Individual	Yes	Open
Presentation of Preliminary Findings	30%	No	12/10/2026	Individual and Group	No	Observed
Final Report	50%	No	01/11/2026	Individual and Group	No	Open

Project Scoping Document

Assessment Type ¹: Professional task

Indicative Time on Task ²: 15 hours

Due: **09/08/2026**

Weighting: **20%**

Groupwork/Individual: Individual

Short extension ³: Yes

AI Approach: Open

Tests student ability to understand their project scope, to research the topic, develop a plan for project completion, and communicate their project plan to their peers.

On successful completion you will be able to:

- Design and implement a research project in collaboration with a project partner or supervisor
- Work effectively in small teams by implementing collaboration and teamwork skills to

achieve the project goals

- Demonstrate communication skills by preparing and presenting information in a professional and confident manner

Presentation of Preliminary Findings

Assessment Type ¹: Presentation task

Indicative Time on Task ²: 20 hours

Due: **12/10/2026**

Weighting: **30%**

Groupwork/Individual: Individual and Group

Short extension ³: No

AI Approach: Observed

Students will present preliminary findings to the class and to their industry partners, receiving formative feedback to shape their final report.

On successful completion you will be able to:

- Work effectively in small teams by implementing collaboration and teamwork skills to achieve the project goals
- Produce a professional document of the size and complexity required of consultants
- Demonstrate communication skills by preparing and presenting information in a professional and confident manner
- Demonstrate high levels of social and environmental awareness by evaluating the implications of research

Final Report

Assessment Type ¹: Professional task

Indicative Time on Task ²: 40 hours

Due: **01/11/2026**

Weighting: **50%**

Groupwork/Individual: Individual and Group

Short extension ³: No

AI Approach: Open

Tests student ability to work in a group to produce a written report of the style and complexity expected of a consultant. A written report will be provided to the industry partner, and students will communicate the key findings from their reports as part of our industry showcase session at the end of session.

On successful completion you will be able to:

- Work effectively in small teams by implementing collaboration and teamwork skills to

achieve the project goals

- Produce a professional document of the size and complexity required of consultants
 - Demonstrate communication skills by preparing and presenting information in a professional and confident manner
 - Demonstrate high levels of social and environmental awareness by evaluating the implications of research
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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
- [Academic Success](#) 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.

³ An automatic short extension is available for some assessments. Apply through the [Service Connect Portal](#).

Delivery and Resources

Class starts in week 1

There are four compulsory workshops in this unit, with the first workshop timetabled for Monday of Week 1. In this first workshop you will meet your group members and plan the rest of the semester, so it is critically important that you attend. This workshop will not be recorded because it is not a lecture.

Methods of Communication

We will communicate with you via your university email and through announcements on iLearn. Queries to convenors can either be placed on the iLearn discussion board or sent to the unit convenor via the contact email on iLearn. Please consider posting your question to the General Discussion board if possible, so that others can benefit from the answer received (if they have the same question).

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) (<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) (<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 connect.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/>

Academic Success

[Academic Success](#) provides resources to develop your English language proficiency, academic writing, and communication skills.

- [Ask a Study Coach](#)
- [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 the [Service Connect Portal](#), or contact [Service Connect](#).

IT Help

For help with University computer systems and technology, visit <https://students.mq.edu.au/support/technology/service-desk>.

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 from Previous Offering

We value student feedback to be able to continually improve the way we offer our units. As such we encourage students to provide constructive feedback via student surveys, to the teaching staff directly, or via the FSE Student Experience & Feedback link in the iLearn page.

Student feedback from the previous offering of this unit was very positive overall, with students pleased with the clarity around assessment requirements and the level of support from teaching staff. As such, no change to the delivery of the unit is planned, however we will continue to strive to improve the level of support and the level of student engagement.

Unit information based on version 2026.03 of the [Handbook](#)