



BHIS3001

PACE: Working with History

Session 2, Online-flexible 2026

School of Humanities

Contents

<u>General Information</u>	2
<u>Learning Outcomes</u>	3
<u>General Assessment Information</u>	3
<u>Assessment Tasks</u>	4
<u>Delivery and Resources</u>	6
<u>Policies and Procedures</u>	6

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

Unit Convenor

Susan Lupack

susan.lupack@mq.edu.au

Contact via email

25WW, room B158

By appointment

Lecturer, Tutor

Genevieve Le Ban

genevieve.leban@mq.edu.au

Contact via email

Credit points

10

Prerequisites

120cp at 1000 level or above

Corequisites

Co-badged status

Unit description

This PACE unit will provide students with practical, real-world experiences by applying their disciplinary knowledge of history and heritage within community or professional settings. These units are designed to enhance employability and citizenship skills. Students participating in the unit will be divided into streams according to their major. PACE units foster the development of skills relevant to the workplace, including communication, teamwork, problem-solving, and critical thinking. PACE provides opportunities to explore potential career paths and build professional networks. Students will be required to undertake a placement either in the cultural heritage or public history sectors (e.g., museums, galleries, archives, libraries, heritage consultancies, etc), in order to learn directly from professional practitioners and to practice their skills in a real-world environment. Visit Employability Connect for important information on this unit including required preparation and closing dates for PACE activities.

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: Articulate knowledge about cultural heritage and public history management.

ULO2: Identify and analyse important concepts and principles associated with cultural heritage and public history.

ULO3: Critically evaluate current issues in the study of cultural heritage and public history.

ULO4: Demonstrate independent research and synthesis of acquired knowledge and skills.

ULO5: Model best practice and demonstrate commitment to an ethical, reflective approach in a professional context.

General Assessment Information

Journal Task

10 weekly written journal entries - due 11.55pm Sunday, Weeks 2-11.

Final Submission Due: Sunday 11.55pm, Week 11, 25 October 2026

Weight: 50%

Each week (Weeks 2-11) you need to reflect on your learning in the unit and comment on your internship experience. In Week 11 you will upload a compilation of your journal entries for marking as one piece of work. You can feel free to edit the entries that you include in your final submission in Week 11 - they do not have to be the exact same as the ones you've written in that week.

Placement Project

Due: Sunday 11.55pm, Week 13, 8 November 2026

Weight: 50%

Word Length: Negotiable but **ca. 2000 words depending on format**

This assessment involves the production of a creative output or industry-related report (e.g., newspaper story, written report, website, etc) that communicates the PACE project and its value.

IMPORTANT PENALTIES TO BE APPLIED

Rubrics and other guidance for the Assessments will be posted on our iLearn site and discussed in class. To complete the unit successfully you will need a minimum mark of 50% overall, and you will have to attempt all the assessments. F / FA: 0-49% P: 50-64% CR: 65-74% D: 75-84%

HD: 85-100%

LATE SUBMISSION OF ASSESSMENT TASKS Please always let one of us know ahead of time if you are having difficulty completing an assessment or if you will not be able to attend class or complete the online tutorial task. It's just good for us to know what is going on with you -- it is not necessary to give specifics of your situation -- but it helps to hear from you, partly because Special Considerations get be delayed in busy times.

Most importantly though, please make sure to apply for a Special Consideration if you are not able to submit a task on time. That will help us to help you. I highly recommend that you become familiar with the procedure before you are in the position of having to use it - so that it does not become another challenging hurdle when you are already experiencing difficulties.

Here is the link to the webpage that will talk you through the requirements and process of Special Considerations.

<http://connect.mq.edu.au>

LATE ASSESSMENT SUBMISSION PENALTY: Unless a 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. For further information on Special Considerations, use this link <https://students.mq.edu.au/study/assessment-exams/special-consideration>

IMPORTANT NOTE ON MARKS Grading decisions for each assessment task will be moderated against the set criteria and standards before task results are released.

Assessment Tasks

Name	Weighting	Hurdle	Due	Groupwork/Individual	Short Extension	AI Approach
Placement Project	50%	No	08/11/2026	Individual	Yes	Open
Journal task	50%	No	25/10/2026	Individual	Yes	Open

Placement Project

Assessment Type ¹: Creative task

Indicative Time on Task ²: 26 hours

Due: **08/11/2026**

Weighting: **50%**

Groupwork/Individual: Individual

Short extension ³: Yes

AI Approach: Open

Production of a creative output or industry specific report (e.g., heritage report, newspaper story, written report, website, podcast etc) that communicates the relevance of the PACE activity undertaken to the wider community.

On successful completion you will be able to:

- Articulate knowledge about cultural heritage and public history management.
- Identify and analyse important concepts and principles associated with cultural heritage and public history.
- Critically evaluate current issues in the study of cultural heritage and public history.
- Demonstrate independent research and synthesis of acquired knowledge and skills.
- Model best practice and demonstrate commitment to an ethical, reflective approach in a professional context.

Journal task

Assessment Type ¹: Portfolio

Indicative Time on Task ²: 24 hours

Due: **25/10/2026**

Weighting: **50%**

Groupwork/Individual: Individual

Short extension ³: Yes

AI Approach: Open

Weekly reflective blogs/research diary to track progress through their placements..

On successful completion you will be able to:

- Articulate knowledge about cultural heritage and public history management.
- Identify and analyse important concepts and principles associated with cultural heritage and public history.
- Critically evaluate current issues in the study of cultural heritage and public history.

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

PACE Placements and Workshops

Your PACE placement will be your main experience of this unit - you will devote 75 hours to this placement, and another 50 on the two assessments, which are linked to the placement. Please be aware of these expected time commitments.

We also look forward to meeting you in three workshops across the semester in **Week 1, Week 5, and Week 12**. These will scaffold your learning and help you really reap the opportunities of your internships.

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 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.

Unit information based on version 2026.09 of the [Handbook](#)