ICOM892
Public Diplomacy and International Public Relations
S1 Day 2016

Department of Media, Music, Communication and Cultural Studies

Contents

General Information 2
Learning Outcomes 2
Assessment Tasks 3
Delivery and Resources 8
Unit Schedule 9
Learning and Teaching Activities 11
Policies and Procedures 12
Graduate Capabilities 13
Assignment Submission 17
Requirements to Complete the Unit Satisfactorily 17

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.

https://unitguides.mq.edu.au/unit_offerings/54837/unit_guide/print
General Information

Unit convenor and teaching staff
Convenor
Dr. Li Ji
li.ji@mq.edu.au
Contact via li.ji@mq.edu.au
165K, Y3A
2-3pm Wednesdays or by appointment

Credit points
4

Prerequisites
Admission to MIntComm or MIntRel or MIntCommMIntRel or MIntBusMIntComm or MIntPubDip or GradDipIntRel

Corequisites

Co-badged status

Unit description
The unit provides theoretical frameworks and practical learning exercises for image analysis and construction by international actors – intergovernmental, state, corporate and non-government. The concepts of symbolic interactionism, soft power, public diplomacy, international public relations, framing, image and branding are examined from strategic and ethical communication perspectives. Theory is related to practice through analysis of existing international public relations campaigns and the design of new ones. Through weekly simulations of press conferences regarding current events, students develop practical skills in analysing strategic opportunities for presenting their organisation to publics.

Important Academic Dates
Information about important academic dates including deadlines for withdrawing from units are available at https://students.mq.edu.au/important-dates

Learning Outcomes

1. Evaluate and analyse theories and debates about international public relations, image, frames and public diplomacy.
2. Evaluate the relationship between hard and soft public diplomacy, soft power and international public relations.
3. Analyse international public relations/public diplomacy campaigns.
4. Communicate effectively an international public relations/public diplomacy campaign in an international political context.

5. Apply practical research and interview skills in IPR/public diplomacy contexts.

**Assessment Tasks**

<table>
<thead>
<tr>
<th>Name</th>
<th>Weighting</th>
<th>Due</th>
</tr>
</thead>
<tbody>
<tr>
<td>Task 1 Frame Analysis</td>
<td>20%</td>
<td>1 April (Week 5)</td>
</tr>
<tr>
<td>Task 2 Critical Essay</td>
<td>40%</td>
<td>Week 12 or Week 13</td>
</tr>
<tr>
<td>Task 3 Individual Presentation</td>
<td>20%</td>
<td>Week 12 or Week 13</td>
</tr>
<tr>
<td>Task 4 Participation</td>
<td>20%</td>
<td>Ongoing</td>
</tr>
</tbody>
</table>

**Task 1 Frame Analysis**

*Due: 1 April (Week 5)*  
*Weighting: 20%*

*Use framing analysis to analyse Country A’s national image in media discourse in Country B or international media discourse.*

The objective of the assignment is to analyse and evaluate two main theories (image and framing), and apply an analytical tool (framing analysis) to analyse national image in media discourse.

**Specific requirements for this essay:**

1. Review the notions of national image and framing theory
2. Select 8-10 news articles from two mainstream media in Country B or global dominant media (e.g. BBC, CNN)
3. Apply framing analysis to analyse the selected news articles
4. Discuss the findings or frames of Country A’s image in the analysis

Word limit: 1000 words (exclusive of references)

*Due in Week 5 (1 April)*

**Assessment Criteria are:**

1. Sophisticated analysis and evaluation of the international public relations concepts (image and framing)
2. Correct application of the research method for the analysis of media discourse
3. Sound interpretation of research findings
4. Clear and well-organised essay structure, and consistent referencing including in-text

[https://unitguides.mq.edu.au/unit_offerings/54837/unit_guide/print](https://unitguides.mq.edu.au/unit_offerings/54837/unit_guide/print)
This Assessment Task relates to the following Learning Outcomes:

- Evaluate and analyse theories and debates about international public relations, image, frames and public diplomacy.
- Apply practical research and interview skills in IPR/public diplomacy contexts.

**Task 2 Critical Essay**

**Due:** Week 12 or Week 13  
**Weighting:** 40%

**Option A**

The objective of the assignment is to research, describe, analyse and evaluate an international public relations/public diplomacy campaign. Analyse a specific international public relations/public diplomacy campaign by a state, a Non-Government Organisation or a large business operating internationally. This is essentially an exercise in analysis. You may consider questions such as What was the campaign and what did the actor hope to achieve? What did it do and why? What were the obstacles and the advantages it had? Was it successful? Why or why not? Could it have been improved? How? Make sure that your topic is relevant to the course; if you have any doubts, please ask me.

**Remember it must have the following features:**

* **It must be an international campaign.** i.e. the PR campaigner’s target audience should not be its own domestic audience. The audience should be outside the campaigning institution’s own national borders. Such audiences could include members of diasporas. The campaign must have been commissioned by a government, government agency, intergovernmental organisation, nongovernmental organisation or large business; It must be a specific campaign conducted for a specific purpose at a specific time; It must be a public relations or soft public diplomacy exercise, not a hard diplomacy or behind-closed doors diplomatic one, the latter being more relevant to international relations.

* **Relate what you say about this specific case to some of the general theory that we have discussed in class.** In other words, what wider lessons can we learn from this case study and/or how does theory illuminate your case study? Most people do what is, in effect, a case study, so make sure that your conclusion sets out what you think your case study tells us about international public relations and/or public diplomacy in general: What can we learn from this case study? Pay attention to structure, logical flow and conclusions which flow from what you have analysed. You will find that the use of headings helps your setting out because it forces you into some kind of structure. Make sure your conclusion follows from your argument. The most common mistakes students make are: poor structure; too much description and not enough analysis; the conclusion is too general and/or does not follow from the argument in the paper.
Word limit: 2,000 words (exclusive of references)

Due in Week 12 (3 June) & Week 13 (10 June) by arrangement (Week 13 if your presentation is in Week 12 and week 12 if your presentation is in Week 13).

Assessment Criteria are:
1. Research skills and application
2. Analyse and evaluate an existing campaign using theoretical models
3. Originality of, and rigorous argumentation about, their campaign recommendations
4. Style of writing and grammatical skills

Option B

The objective of the assignment is to write a review article for *The Journal of International Communication*.

You will need to select three or four articles (chapters) from unit readings, read them carefully, summarise them (in terms of propositions, methods, findings, conclusions) and subject them to a critical (weaknesses), comparative discussion (commonalities, differences, resonances with other literature, innovativeness) and synthesise new knowledge. The highest quality review articles will produce new insights, begin to develop new frameworks, and point to new directions for further inquiry. Provide an introduction, summary of each article, critical comparative discussion and a conclusion.

Word limit: 2,000 words (exclusive of references)

Due in Week 12 (3 June) & Week 13 (10 June) by arrangement (Week 13 if your presentation is in Week 12 and week 12 if your presentation is in Week 13).

Assessment Criteria are:
1. Succinct summary of articles (in terms of propositions, methods, findings, conclusions)
2. Critical analysis of articles
3. Inclusion and discussion of appropriate literature in the field
4. Innovative and original arguments about the articles
5. Writing style and grammatical skills

This Assessment Task relates to the following Learning Outcomes:

- Evaluate and analyse theories and debates about international public relations, image, frames and public diplomacy.
- Evaluate the relationship between hard and soft public diplomacy, soft power and international public relations.
- Analyse international public relations/public diplomacy campaigns.
Task 3 Individual Presentation

Due: Week 12 or Week 13
Weighting: 20%

The objective of this assignment is to develop and present a creative international public relations/public diplomacy campaign to promote an issue or image for an international client who might be an individual, corporation, NGO, government or IGO for whom international image is important. This differs from assignment 3(Option A) in that now you are presenting your own campaign instead of criticising that of someone else. It is a sales pitch, not an academic paper, but needs to be well researched. You present your campaign proposal to your prospective client. Remember that you must identify and describe who you are – that is your PR agency and who your prospective client is. For instance, if Australia is experiencing an image problem in Indonesia, your prospective client may be the Australian Department of Foreign Affairs and Trade. You need to analyse the client’s image problem and the specific audience in the country where the image problem exists. Saying ‘people of Indonesia’ will not suffice. **Use Diffusion Theory to analyse the audience strategically and identify opinion leaders.** Remember it must be an international campaign (e.g. Australian campaign in Indonesia), not a domestic one (e.g. Australian campaign in Australia). It can be public relations, public diplomacy or advertising but it must be a specific campaign.

10 mts. plus 7 Powerpoint slides, one containing references.

If you are in Week 12 for your presentation, your due date for Assignment 3 will be in Week 13 (10 June). If you are in Week 13 for your presentation, your due date for Assignment 3 will be in Week 12 (3 June).

**Assessment Criteria are:**

1. Demonstrate appropriate and independent research
2. Identify and describe actors
3. Contextualise the actor’s image problem
4. Application of Diffusion Theory to analyse the target audience and opinion leaders
5. Design of a new campaign strategy
6. Effectiveness of PPT slides
7. Succinctness of the delivery of the campaign pitch

This Assessment Task relates to the following Learning Outcomes:

- Communicate effectively an international public relations/public diplomacy campaign in an international political context.
- Apply practical research and interview skills in IPR/public diplomacy contexts.
Task 4 Participation

Due: Ongoing  
Weighting: 20%

Participation

- Please remember that in standards-based assessment, it is through assessment tasks that students demonstrate the unit Learning Outcomes. In this unit, participation will be assessed using a rubric.

Attendance

- Students are required to sign the name sheet in each seminar.  
- But please remember that turning up is not a learning outcome.

Basic requirements for seminars and the weight of each criterion are:

- Participation in discussions in seminars (10%)  
- Group research on simulation topics and simulation performance in seminars (10%)

Assessment Criteria are:

1. Demonstrates good preparation for the assigned topics
2. Initiates critical discussions about assigned topics and provides comments that advance the level and depth of dialogue (consistent)
3. Demonstrates an active role in discussions
4. Contributes to ongoing discussions
5. Demonstrates group research collaboration and research skills
6. Demonstrates diplomatic skills and interview skills in the simulated press conferences

This Assessment Task relates to the following Learning Outcomes:

- Evaluate and analyse theories and debates about international public relations, image, frames and public diplomacy.
- Evaluate the relationship between hard and soft public diplomacy, soft power and international public relations.
- Analyse international public relations/public diplomacy campaigns.
- Communicate effectively an international public relations/public diplomacy campaign in an international political context.
- Apply practical research and interview skills in IPR/public diplomacy contexts.
Delivery and Resources

CLASSES

SEMINAR 1: Friday 11:00am-1:00pm  E7B146 Tutorial Rm
SEMINAR 2: Friday 2:00pm-4:00pm  W5C211 Tutorial Rm

TECHNOLOGY USED AND REQUIRED

Online units can be accessed at iLearn: http://ilearn.mq.edu.au

iLearn is the main platform for material sharing, communication and assignment submission.

PC and Internet access are required. Basic computer skills (e.g., Internet browsing) and skills in word processing are also a requirement. Please consult teaching staff for any further, more specific requirements.

TEACHING AND LEARNING STRATEGY

Theory is related to practice through analysis of existing international public relations campaigns and the design of new ones. Through weekly discussion of current international affairs and review of the publicity of the affairs, students develop practical skills in analysing strategic opportunities for presenting their organisation to publics.

To complete the readings is vitally important in order to benefit from the unit to the fullest extent. It is recommended that you read the articles listed for class discussion before each seminar and discuss them both in class and on iLearn Forum.

REQUIRED READING AND RECOMMENDED TEXTS AND/OR MATERIALS

Required Readings

Please refer to unit schedule and iLearn for the reading list; Electronic copies of the readings can be found on e-Reserve on the university library website.

Recommended Readings


More reading materials will be uploaded on iLearn.
# Unit Schedule

<table>
<thead>
<tr>
<th>Week 1</th>
<th>World-making and news values</th>
</tr>
</thead>
<tbody>
<tr>
<td>(4 Mar)</td>
<td>In this seminar we will firstly give a brief introduction to the field of International Communication and a few core concepts in relation to public diplomacy. Then we will understand how news agencies represent the world.</td>
</tr>
<tr>
<td>Note: Tutorials commence this week.</td>
<td></td>
</tr>
<tr>
<td>Tutorial: Look at the course outline and assignments, and introduce simulation instructions.</td>
<td></td>
</tr>
<tr>
<td>READINGS</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Week 2</th>
<th>The world in our heads</th>
</tr>
</thead>
<tbody>
<tr>
<td>(11 Mar)</td>
<td>In this session we will concentrate on the theory of symbolic interactionism to understand how we interact and construct the social world.</td>
</tr>
<tr>
<td>Tutorial: Class discussion in relation to theories discussed in the lecture and IPR simulation.</td>
<td></td>
</tr>
<tr>
<td>READINGS</td>
<td></td>
</tr>
<tr>
<td>- Pettman, Ralph. 2000. “Conclusion: A constructed world”. In Commonsense constructivism or the making of world affairs. New York: M. E. Sharpe, 210-239.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Week 3</th>
<th>Image and frames</th>
</tr>
</thead>
<tbody>
<tr>
<td>(18 Mar)</td>
<td>Based on symbolic interactionism theory, we will continue to explore the concepts of images and frames.</td>
</tr>
<tr>
<td>Tutorial: Class discussion in relation to theories discussed in the lecture and IPR simulation.</td>
<td></td>
</tr>
<tr>
<td>READINGS</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Week 4</th>
<th>Actors, skills, venues, and transactions</th>
</tr>
</thead>
<tbody>
<tr>
<td>(25 Mar)</td>
<td>In this session, we will focus on the actors and skills in public diplomacy.</td>
</tr>
<tr>
<td>Tutorial: Class discussion in relation to theories discussed in the lecture and IPR simulation.</td>
<td></td>
</tr>
<tr>
<td>READINGS</td>
<td></td>
</tr>
</tbody>
</table>
| Week 5 | Public opinion and the ‘global public sphere’  
This session will introduce Habermas’ concept of the public sphere in global context, and understand how the public diplomats influence public opinion in the global public sphere.  
_Tutorial:_ Class discussion in relation to theories discussed in the lecture and IPR simulation.  
**READINGS**  
| --- | --- |
| **Week 6**  | Strategic and dialogic communication  
This session is dedicated to two communication approaches in public diplomacy practice.  
_Tutorial:_ Class discussion in relation to theories discussed in the lecture and IPR simulation.  
**READINGS**  
| **Week 7**  | Soft power and leadership (guest lecture: TBA)  
This session will concentrate on soft power and leadership.  
_Tutorial:_ Class discussion in relation to theories discussed in the lecture and IPR simulation.  
**READINGS**  
| **Week 8**  | Public diplomacy and international public relations (guest lecture: TBA)  
This week is dedicated to public diplomacy and international public relations. An experienced diplomat or former diplomat will be invited to give a guest lecture.  
_Tutorial:_ Class discussion in relation to theories discussed in the lecture and IPR simulation.  
**READINGS**  
<table>
<thead>
<tr>
<th>Week 9</th>
<th>Diasporic communication</th>
</tr>
</thead>
<tbody>
<tr>
<td>(13 May)</td>
<td>This session will introduce diaspora and diasporic communication.</td>
</tr>
<tr>
<td></td>
<td><strong>Tutorial:</strong> Class discussion in relation to theories discussed in the lecture and IPR simulation.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Week10</th>
<th>Media and foreign policy (guest lecture:TBA)</th>
</tr>
</thead>
<tbody>
<tr>
<td>(20 May)</td>
<td>This session aims to explore the role of media in foreign policy.</td>
</tr>
<tr>
<td></td>
<td><strong>Tutorial:</strong> Class discussion in relation to theories discussed in the lecture and IPR simulation.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Week 11</th>
<th>Guest Lecture: Soft Power and Public Diplomacy Practices (TBA)</th>
</tr>
</thead>
<tbody>
<tr>
<td>(27 May)</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Week 12</th>
<th>Individual Assignment 4 presentations</th>
</tr>
</thead>
<tbody>
<tr>
<td>(3 Jun)</td>
<td>Week 13 presenters submit Assignment 3 by Friday</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Week 13</th>
<th>Individual Assignment 4 presentations</th>
</tr>
</thead>
<tbody>
<tr>
<td>(10 Jun)</td>
<td>Week 12 presenters submit Assignment 3 by Friday</td>
</tr>
</tbody>
</table>

### Learning and Teaching Activities

**Lectures**  
Lectures from staff and guest lecturers

**Discussion**  
Discussion during seminars

**Group research**  
Group research activities during seminars

**Simulation**  
Simulation sessions during seminars
Policies and Procedures

Macquarie University policies and procedures are accessible from Policy Central. Students should be aware of the following policies in particular with regard to Learning and Teaching:

Academic Honesty Policy http://mq.edu.au/policy/docs/academic_honesty/policy.html


Disruption to Studies Policy http://www.mq.edu.au/policy/docs/disruption_studies/policy.html The Disruption to Studies Policy is effective from March 3 2014 and replaces the Special Consideration Policy.

In addition, a number of other policies can be found in the Learning and Teaching Category of 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/support/student_conduct/

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.

Additional Information

MMCCS website https://www.mq.edu.au/about_us/faculties_and_departments/faculty_of_arts/department_of_media_music_communication_and_cultural_studies/

MMCCS Session Re-mark Application http://www.mq.edu.au/pubstatic/public/download/?id=167914

Information is correct at the time of publication

For a full list of minimum requirements to include, please refer to: http://www.mq.edu.au/policy/docs/unit_guide/policy.html
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 improve your marks and take control of your study.

- Workshops
- StudyWise
- Academic Integrity Module for Students
- Ask a Learning Adviser

Student Enquiry Service
For all student enquiries, visit Student Connect at ask.mq.edu.au

Equity 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.

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.

Graduate Capabilities
PG - Capable of Professional and Personal Judgment and Initiative

Our postgraduates will demonstrate a high standard of discernment and common sense in their professional and personal judgment. They will have the ability to make informed choices and decisions that reflect both the nature of their professional work and their personal perspectives.

This graduate capability is supported by:

Learning outcomes
- Analyse international public relations/public diplomacy campaigns.
- Communicate effectively an international public relations/public diplomacy campaign in an international political context.
- Apply practical research and interview skills in IPR/public diplomacy contexts.
Assessment tasks

• Task 1 Frame Analysis
• Task 2 Critical Essay
• Task 3 Individual Presentation
• Task 4 Participation

Learning and teaching activities

• Discussion during seminars
• Group research activities during seminars
• Simulation sessions during seminars

PG - Discipline Knowledge and Skills

Our postgraduates will be able to demonstrate a significantly enhanced depth and breadth of knowledge, scholarly understanding, and specific subject content knowledge in their chosen fields.

This graduate capability is supported by:

Learning outcomes

• Evaluate and analyse theories and debates about international public relations, image, frames and public diplomacy.
• Evaluate the relationship between hard and soft public diplomacy, soft power and international public relations.
• Analyse international public relations/public diplomacy campaigns.
• Apply practical research and interview skills in IPR/public diplomacy contexts.

Assessment tasks

• Task 1 Frame Analysis
• Task 2 Critical Essay
• Task 3 Individual Presentation
• Task 4 Participation

Learning and teaching activities

• Lectures from staff and guest lecturers
• Discussion during seminars
• Group research activities during seminars
• Simulation sessions during seminars
PG - Critical, Analytical and Integrative Thinking
Our postgraduates will be capable of utilising and reflecting on prior knowledge and experience, of applying higher level critical thinking skills, and of integrating and synthesising learning and knowledge from a range of sources and environments. A characteristic of this form of thinking is the generation of new, professionally oriented knowledge through personal or group-based critique of practice and theory.

This graduate capability is supported by:

**Learning outcomes**

- Evaluate and analyse theories and debates about international public relations, image, frames and public diplomacy.
- Evaluate the relationship between hard and soft public diplomacy, soft power and international public relations.
- Analyse international public relations/public diplomacy campaigns.

**Assessment tasks**

- Task 1 Frame Analysis
- Task 2 Critical Essay
- Task 4 Participation

**Learning and teaching activities**

- Lectures from staff and guest lecturers
- Discussion during seminars
- Group research activities during seminars

PG - Research and Problem Solving Capability
Our postgraduates will be capable of systematic enquiry; able to use research skills to create new knowledge that can be applied to real world issues, or contribute to a field of study or practice to enhance society. They will be capable of creative questioning, problem finding and problem solving.

This graduate capability is supported by:

**Learning outcomes**

- Evaluate and analyse theories and debates about international public relations, image, frames and public diplomacy.
- Evaluate the relationship between hard and soft public diplomacy, soft power and international public relations.
- Analyse international public relations/public diplomacy campaigns.
• Apply practical research and interview skills in IPR/public diplomacy contexts.

**Assessment tasks**

• Task 1 Frame Analysis
• Task 2 Critical Essay
• Task 3 Individual Presentation
• Task 4 Participation

**Learning and teaching activities**

• Lectures from staff and guest lecturers
• Group research activities during seminars

**PG - Effective Communication**

Our postgraduates will be able to communicate effectively and convey their views to different social, cultural, and professional audiences. They will be able to use a variety of technologically supported media to communicate with empathy using a range of written, spoken or visual formats.

This graduate capability is supported by:

**Learning outcomes**

• Analyse international public relations/public diplomacy campaigns.
• Communicate effectively an international public relations/public diplomacy campaign in an international political context.
• Apply practical research and interview skills in IPR/public diplomacy contexts.

**Assessment tasks**

• Task 3 Individual Presentation
• Task 4 Participation

**Learning and teaching activities**

• Discussion during seminars
• Group research activities during seminars
• Simulation sessions during seminars

**PG - Engaged and Responsible, Active and Ethical Citizens**

Our postgraduates will be ethically aware and capable of confident transformative action in relation to their professional responsibilities and the wider community. They will have a sense of connectedness with others and country and have a sense of mutual obligation. They will be able to appreciate the impact of their professional roles for social justice and inclusion related to national and global issues
This graduate capability is supported by:

Learning outcomes

- Evaluate and analyse theories and debates about international public relations, image, frames and public diplomacy.
- Communicate effectively an international public relations/public diplomacy campaign in an international political context.
- Apply practical research and interview skills in IPR/public diplomacy contexts.

Assessment tasks

- Task 2 Critical Essay
- Task 3 Individual Presentation
- Task 4 Participation

Learning and teaching activities

- Discussion during seminars
- Group research activities during seminars
- Simulation sessions during seminars

Assignment Submission

No Hard Copy submissions, all the assignments will be submitted to Turnitin on iLearn. Information about how to submit work online can be accessed through the iLearn unit.

Return of marked work

During semester, marked work will be returned to students via Turnitin on iLearn.

Late Penalties

Any assessment task that is handed in late, that is after the due date, will incur a late penalty of 2% per day (including weekends), unless the student has applied for 'Disruption to Studies' for the assessment tasks.

Requirements to Complete the Unit Satisfactorily

- Timely submission of assessment tasks

Assessment tasks are aligned to the unit Learning Outcomes. Timely submission of assessment tasks is a unit requirement or penalties apply. 2% per day (including weekends) will be deducted for all late submissions unless Disruption to Studies (including a request for an extension) is approved.

- Participation in tutorials
You are required to attend all tutorials. As participation in the process of Learning is linked to and underpins the unit Learning Outcomes, you will need to either apply for Disruption to Studies to cover any missed tutorial (if the disruption is greater than three consecutive days) or supply appropriate documentation to your unit convenor for any missed tutorial (if less than three consecutive days).