



# LAWS899

## Professional and Community Engagement

S3 Day 2018

*Dept of Law*

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#### **Disclaimer**

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## General Information

Unit convenor and teaching staff Acting Convenor Paul Maluga <a href="mailto:paul.maluga@mq.edu.au">paul.maluga@mq.edu.au</a> Contact via Email
Credit points 4
Prerequisites 48cp in LAW or LAWS units at 600 level or above and permission by special approval
Corequisites
Co-badged status
Unit description This unit will fulfil the professional and community engagement (PACE) criteria for JD students through student involvement in new and existing, local and international partnerships between Macquarie University and the legal profession and community through participation in a variety of workplace experiences including law firms, legal centres, community-based legal organisations and services, government agencies and not-for-profit organisations. There will be a variety of ways that students will be able to engage with the real world application of legal skills and principles developed in earlier units of study either through internships, clerkships and voluntary or paid legally related employment. In line with the university's PACE initiatives, the unit aims to provide students with a broad social perspective, critical thinking skills and the technical competence that employers value.

## 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:

Demonstrate an advanced understanding of the social, political, ethical and legal issues involved in the provision of legal advice and services either through private practice or through public advocacy; or community legal centre practices

Demonstrate a high level appreciation of the personal and professional demands on, and

expectations of, a lawyer in practice. In particular issues of honesty, trust and professional ethical duties to clients, the court and to society in general are addressed.

Identify and respond to ethical issues appropriately

Critique current practices and regulation of the legal profession.

Where appropriate apply practical skills necessary in legal practice, including: •

preparing file notes • drafting legal correspondence • preparing court documents •

conducting client interviewing • conducting legal research

Apply the cognitive, interpersonal and communication skills necessary in legal practice,

including: • the ability to engage in reflection and be self-aware • constructive

engagement with work colleagues • willing and collaborative participation in the work

environment • effective communication • capacity for critical analysis

## Assessment Tasks

Name	Weighting	Hurdle	Due
<u>Placement Participation</u>	0%	Yes	Ongoing
<u>Skills and Goals</u>	5%	No	Friday 07 December 2018
<u>Regulation Exercises</u>	35%	No	Monday 07 January 2019
<u>Research Essay</u>	40%	No	Monday 21 January 2019
<u>Reflective Report</u>	20%	No	Monday 28 January 2019

### Placement Participation

Due: **Ongoing**

Weighting: **0%**

**This is a hurdle assessment task (see assessment policy for more information on hurdle assessment tasks)**

**This is a pass/fail component. It is a hurdle requirement meaning that students must pass this component in order to pass the course.**

To indicate satisfactory attendance and participation, the placement supervisor will certify to the unit convenor that each student:

- attended each day;
- responded to directions and carried out required tasks;
- participated constructively in discussions;
- acted ethically, i.e respectfully, with apparent honesty, and was aware of potential conflicts of interest.

On successful completion you will be able to:

- Demonstrate an advanced understanding of the social, political, ethical and legal issues involved in the provision of legal advice and services either through private practice or through public advocacy; or community legal centre practices
- Demonstrate a high level appreciation of the personal and professional demands on, and expectations of, a lawyer in practice. In particular issues of honesty, trust and professional ethical duties to clients, the court and to society in general are addressed.
- Identify and respond to ethical issues appropriately
- Where appropriate apply practical skills necessary in legal practice, including: • preparing file notes • drafting legal correspondence • preparing court documents • conducting client interviewing • conducting legal research
- Apply the cognitive, interpersonal and communication skills necessary in legal practice, including: • the ability to engage in reflection and be self-aware • constructive engagement with work colleagues • willing and collaborative participation in the work environment • effective communication • capacity for critical analysis

## Skills and Goals

Due: **Friday 07 December 2018**

Weighting: **5%**

This assessment involves assessing your own skills, and setting goals for your placement. This must be completed in week 1.

This goal setting exercise involves the following stages completed on templates that are provided on iLearn:

1. Skills Checklist - complete around the time of reviewing the first seminar. You must have completed a skills checklist prior to setting your goals.
2. 'My Goals' goal Setting Exercise - complete after the skills checklist, and after listening to the recorded lecture.

### Skills Checklist and 'My Goals' Submission

The due time and date for this assessment **23:59 on Friday 07 December 2018**. It should be submitted via the link on iLearn.

On successful completion you will be able to:

- Demonstrate an advanced understanding of the social, political, ethical and legal issues involved in the provision of legal advice and services either through private practice or through public advocacy; or community legal centre practices
- Demonstrate a high level appreciation of the personal and professional demands on, and

expectations of, a lawyer in practice. In particular issues of honesty, trust and professional ethical duties to clients, the court and to society in general are addressed.

- Identify and respond to ethical issues appropriately
- Critique current practices and regulation of the legal profession.

## Regulation Exercises

Due: **Monday 07 January 2019**

Weighting: **35%**

This assessment requires completion of set readings and 2 x 1000 word exercises on ethics and regulation of the legal profession. You should commence the readings in week 2 for submission in weeks 4.

Details of exercises will be discussed in the recorded lecture, and full details will be provided on iLearn.

### Participation Exercise Submission

The due time and date for this assessment **23:59 on Monday 07 January 2019**. It should be submitted via the link on iLearn.

On successful completion you will be able to:

- Demonstrate a high level appreciation of the personal and professional demands on, and expectations of, a lawyer in practice. In particular issues of honesty, trust and professional ethical duties to clients, the court and to society in general are addressed.
- Apply the cognitive, interpersonal and communication skills necessary in legal practice, including:
  - the ability to engage in reflection and be self-aware
  - constructive engagement with work colleagues
  - willing and collaborative participation in the work environment
  - effective communication
  - capacity for critical analysis

## Research Essay

Due: **Monday 21 January 2019**

Weighting: **40%**

You will be required to complete a research critique of current practices, regulation and/or controversial issues in the legal profession.

Questions will be provided on iLearn.

### Research Essay Submission

The due time and date for this assessment is **23:59 on Monday 21 January 2019**. It should be submitted via the Turnitin link on iLearn

This Assessment Task relates to the following Learning Outcomes:

- Identify and respond to ethical issues appropriately
- Critique current practices and regulation of the legal profession.

On successful completion you will be able to:

- Identify and respond to ethical issues appropriately
- Critique current practices and regulation of the legal profession.

## Reflective Report

Due: **Monday 28 January 2019**

Weighting: **20%**

This 1000 word assessment task requires you to assess whether you achieved the goals you set for your session 3 placement, and to reflect on your placement as a whole. The assessment is in 2 parts:

1. Assessment of goals, and setting future short and long term goals (5 marks);
2. A personal report that reflects on your placement experience (15 marks).

Full details of this exercise, including guidelines and assessment criteria will be discussed in the recorded 'Reflective Thinking and Writing' tutorial, and are on iLearn.

### Reflective Report Submission

The due time and date for this assessment is **23:59 on Monday 28 January 2019**. It should be submitted via the link on iLearn.

On successful completion you will be able to:

- Demonstrate a high level appreciation of the personal and professional demands on, and expectations of, a lawyer in practice. In particular issues of honesty, trust and professional ethical duties to clients, the court and to society in general are addressed.
- Apply the cognitive, interpersonal and communication skills necessary in legal practice, including:
  - the ability to engage in reflection and be self-aware
  - constructive engagement with work colleagues
  - willing and collaborative participation in the work environment
  - effective communication
  - capacity for critical analysis

## Delivery and Resources

This unit is delivered entirely online.

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

PC and Internet access are required. Basic computer skills (e.g., internet browsing) and skills in word processing are also a requirement.

## Unit Schedule

## Policies and Procedures

Macquarie University policies and procedures are accessible from [Policy Central](https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policy-central) (<https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policy-central>). 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](#) (**Note:** *The Special Consideration Policy is effective from 4 December 2017 and replaces the Disruption to Studies Policy.*)

Undergraduate students seeking more policy resources can visit the [Student Policy Gateway](https://students.mq.edu.au/support/study/student-policy-gateway) (<https://students.mq.edu.au/support/study/student-policy-gateway>). It is your one-stop-shop for the key policies you need to know about throughout your undergraduate student journey.

If you would like to see all the policies relevant to Learning and Teaching visit [Policy Central](https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policy-central) (<https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/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/study/getting-started/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](https://ask.mq.edu.au).

## Student Support

Macquarie University provides a range of support services for students. For details, visit <https://students.mq.edu.au/support/>

## Learning Skills

Learning Skills ([mq.edu.au/learningskills](http://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 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](http://ask.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/](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

- Demonstrate an advanced understanding of the social, political, ethical and legal issues involved in the provision of legal advice and services either through private practice or through public advocacy; or community legal centre practices
- Demonstrate a high level appreciation of the personal and professional demands on, and expectations of, a lawyer in practice. In particular issues of honesty, trust and professional ethical duties to clients, the court and to society in general are addressed.
- Apply the cognitive, interpersonal and communication skills necessary in legal practice, including:
  - the ability to engage in reflection and be self-aware
  - constructive



engagement with work colleagues • willing and collaborative participation in the work environment • effective communication • capacity for critical analysis

## **Assessment tasks**

- Placement Participation
- Skills and Goals
- Regulation Exercises

## **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 outcome**

- Where appropriate apply practical skills necessary in legal practice, including: • preparing file notes • drafting legal correspondence • preparing court documents • conducting client interviewing • conducting legal research

## **Assessment tasks**

- Placement Participation
- Research Essay

## **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 outcome**

- Critique current practices and regulation of the legal profession.

## **Assessment tasks**

- Skills and Goals
- Research Essay

## **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 outcome**

- Critique current practices and regulation of the legal profession.

## **Assessment tasks**

- Skills and Goals
- Research Essay

## **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**

- Critique current practices and regulation of the legal profession.
- Apply the cognitive, interpersonal and communication skills necessary in legal practice, including:
  - the ability to engage in reflection and be self-aware
  - constructive engagement with work colleagues
  - willing and collaborative participation in the work environment
  - effective communication
  - capacity for critical analysis

## **Assessment tasks**

- Placement Participation
- Skills and Goals
- Regulation Exercises
- Research Essay
- Reflective Report

## **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**

- Identify and respond to ethical issues appropriately
- Critique current practices and regulation of the legal profession.

## **Assessment tasks**

- Placement Participation
- Skills and Goals
- Reflective Report