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1. INFORMATION ABOUT THE COURSE

1.3. Assumed Knowledge

This course assumes that a student:

is currently enrolled in the Mining Engineering single degree program or a Mining Engineering double degree program at UNSW; and

has satisfactorily completed all the courses in Stages 1 to 2 of the Mining Engineering single degree program or equivalent in the Mining Engineering double degree program and is in the

3.3. Other Resources (ifapplicable)

The Learning Centre. A number of resources are available at the UNSW Learning Centre website to assist students in preparing the various assessment tasks including:

MEA Report Writing Guide for Mining Engineers. P Hagan and P Mort (Mining Education Australia (MEA)). (Latest edition available for download from the School website or a hardcopy version is available from the UNSW Bookshop)

Surfer 8

Microsoft Excel

Geostatistics for Windows / Vulcan / Datamine

Videos are often provided to students as a web stream within the Moodle learning management system. Videos are not available for download by students, unless approved by the Course Convenor <u>and</u> either the Undergraduate or Postgraduate Coursework Director. Special consideration can be provided for students to access videos off-line (eg. working remotely). Note that UNSW reserves the right to deliver videos as a web stream rather than off-line and cannot provide videos that are copyright from other providers.

3.4. *Guide to Authors.* (Australasian Institute of Mining and Metallurgy: Melbourne) (Available for download from the AusIMM website) Online Resources

3.5. Report Writing Guide

The School has a report writing guide (RWG) available. A copy of this is available on the course Moodle site.

the due date: five (5) percentile points of the maximum possible mark for each day or part thereof that the assessment is overdue.

For example, if a student submitted the Project Progress Report five days after the due date and the unadjusted mark was 68% then the final adjustment mark for the assignment would be 43%; that is the raw mark of 68% less 25 percentile points (5 days @ 5 percentile points per day).

9.7. Special Consideration

You can apply for special consideration through <u>UNSW Student Central</u> when illness or other circumstances interfere with your assessment performance. Sckness, misadventure or other circumstances beyond your control may:

Prevent you from completing a course requirement, Keep you from attending an assessable activity, Stop you submitting assessable work for a course,

Sgnificantly affect your performance in assessable work, be it a formal end-of-semester examination, a class test, a laboratory test, a seminar presentation or any other form of assessment.

We ask that you please contact the Course Convenor immediately once you have completed the special consideration application, no later than one week from submission.

More details on special consideration can be found at: www.student.unsw.edu.au/special-consideration

9.8. Course Results

For details on UNSW assessment policy, please visit: www.student.unsw.edu.au/assessment

In some instances, your final course result may be withheld and not released on the UNSW planned date. This is indicated by a course grade result of either:

WD which usually indicates you have not completed one or more items of assessment or there is an issue with one or more assignment; or

WC which indicates you have applied for Special Consideration due to illness or misadventure and the course results have not been finalised.

In either event it would be your responsibility to contact the Course Convener as soon as practicable but no later than five (5) days after release of the course result. If you -submit an assignment or

re-sit the final exam and may result in you failing the course. You would also have a NC (course not completed) mark on your transcript and would need to re-enroll in the

course.

9.9. Students Needing Additional Support

The Student Equity and Disabilities Unit (SEADU) aims to provide all students with support and professional advice when circumstances may prevent students from achieving a successful university education. Take a look at their webpage: www.studentequity.unsw.edu.au/

9.10. Academic Honesty and Plagiarism

Your lecturer and the University will expect your submitted assignments are truly your own work. UNSW has very dear guidelines on what plagiarism is and how to avoid it. Plagiarism is using the words or ideas

of others and presenting them as your own. Plagiarism is a type of intellectual theft. It can take many forms, from deliberate cheating to accidentally copying from a source without acknowledgement. The University has adopted an educative approach to plagiarism and has developed a range of resources to support students. All the details on plagiarism, including some useful resources, can be found at www.student.unsw.edu.au/plagiarism.

All Mining Engineering students are required to complete a student declaration for academic integrity which is outlined in the assignment cover sheets. By signing this declaration, you agree that your work is your own original work.

If you need some additional support with your writing skills, please contact the Learning Centre or view some of the resources on their website: www.lc.unsw.edu.au/. The Learning Centre is designed to help you improve your academic writing and communication skills. Some students use the Centre services because they are finding their assignments a challenge, others because they want to improve an already successful academic performance.

9.11. Continual Course Improvement

At the end of each course, all students will have the opportunity to complete a course evaluation form. These anonymous surveys help us understand your views of the course, your lecturers and the course materials. We are continuously improving our courses based on student feedback, and your perspective is valuable.

Feedback is given via https://student.unsw.edu.au/myexperience and you will be notified when this is available for you to complete.

We also encourage all students to share any feedback they have any time during the course if you have a concern, please contact us immediately.

10. SCHOOL ASSESSMENT COVER SHEET

Course Convenor:		
Course Code:	Course Title:	
Assignment:		
Due Date:		