

Course Outline

Code: INT276

Title: Internship in Human Security and Politics

School: Social Sciences
Teaching Session: Semester 2
Year: 2019
Course Coordinator: Dr Shannon Brincat - sbrincat@usc.edu.au
Course Moderator: Dr Harriot Beazley

Please go to the USC website for up to date information on the teaching sessions and campuses where this course is usually offered.

1. What is this course about?

1.1 Description

This advanced level course is intended to provide a flexible framework to allow you to undertake work experience, or participate in a work-related project, in areas relevant to your studies in the fields of human security, public policy, politics or international relations. It aims to foster links between our students and practitioners in the field. Placements have been made in a variety of areas including with politicians, political parties, NGOs, lobby groups, the public service, government, and international organisations.

1.2 Field trips, WIL placements or activities required by professional accreditation

Activity	Details
Fieldwork or Industry Placement	104 work placement hours of Fieldwork or with Industry

2. What level is this course?

200 level Developing – Applying broad and/or deep knowledge and skills to new contexts. May require pre-requisites and introductory level knowledge/skills. Normally undertaken in the 2nd or 3rd year of an undergraduate program.

3. What is the unit value of this course?

12 units

4. How does this course contribute to my learning?

Specific Learning Outcomes	Assessment tasks	Graduate Qualities or Professional Standards mapping
On successful completion of this course, you should be able to:	You will be assessed on the learning outcomes in task/s:	Completing these tasks successfully will contribute to:
Successfully apply theoretical knowledge to practical situations	2	Engaged
Critically evaluate contemporary professional practice relevant to an organisation and its work	1 & 2	Engaged.

Specific Learning Outcomes On successful completion of this course, you should be able to:	Assessment tasks You will be assessed on the learning outcomes in task/s:	Graduate Qualities or Professional Standards mapping Completing these tasks successfully will contribute to:
Reflect on and learn from professional experience demonstrating personal and professional responsibility for own learning and work outcomes evidenced by supervisor and self-evaluation of performance and development of improvement strategies	1 & 2	Engaged. Ethical
Work proactively within an organisation to successfully complete work activities	3	Engaged. Empowered.
Demonstrate effective communication skills	1,2 & 3	Empowered. Engaged.
Display ethical conduct and values to prepare for professional employment in the relevant sector.	3	Empowered Engaged

5. Am I eligible to enrol in this course?

Refer to the [USC Glossary of terms](#) for definitions of “pre-requisites, co-requisites and anti-requisites”.

5.1 Enrolment restrictions

Permission required for enrolment – please contact Course Coordinator.

5.2 Pre-requisites

Any 16 courses

5.3 Co-requisites

Nil

5.4 Anti-requisites

Nil

5.5 Specific assumed prior knowledge and skills (where applicable)

An understanding of human security, politics or international relations theory and practice

6. How am I going to be assessed?

6.1 Grading scale

Limited – Pass (PU), Fail (UF). All assessment tasks are required to be passed for successful completion of the course.

6.2 Details of early feedback on progress

Students will meet with the Course Coordinator within the first 2-4 weeks of their placement to gain feedback on their progress

6.3 Assessment tasks

Task No.	Assessment Product	Individual or Group	Weighting %	What is the duration / length?	When should I submit?	Where should I submit it?
1	Oral	Individual	Pass/Fail	5 Minutes	Week 7	To Supervisor
2	Journal	Individual	Pass/Fail	2000 words	Week 13	To Supervisor
3	Code of Conduct - adherence	Individual	Pass/Fail	See Blackboard for your discipline specific Code of Conduct. Supervisor report is a page in length and negotiated with Supervisor	104 hours	To Supervisor

Assessment Task 1: Placement Video

Goal:	The goal of this task is to contextualise the placement setting and outline the work activities.
Product:	Oral
Format:	Record a 5 minute video or voice recording which describes your placement setting and outline the work activities assigned to you from your placement supervisor. In your recording describe how you can apply theoretical knowledge to your work activities.
Criteria:	<p>Demonstrate effective communication skills.</p> <ul style="list-style-type: none"> Describe the type and nature of tasks attempted. Identify areas of work covered. Describe skills and knowledge gained. Describe your response to workplace challenges.

Assessment Task 2: Reflective Journal

Goal:	Construct a professional reflective journal to record significant activities that have contributed to your learning.
Product:	Journal
Format:	Insert weekly journal entries into your reflective journal. You will describe significant work activity and discuss how you applied your theoretical knowledge gained in your program to this activity. The reflective journal will include a summary of the placement, an overarching reflection and improvement strategies that you have identified.
Criteria:	<p>Work proactively within an organisation and record completed work activities. Successfully apply theoretical knowledge to practical situations. Self-evaluation of performance and development of improvement strategies.</p> <ul style="list-style-type: none"> Entries are reflective and analytical as well as descriptive regarding the workplace experience. Host/organisation's workplace practices identified. Host/organisation's values and workplace culture identified. Your response to workplace challenges identified and recommendations suggested. Opportunities for career and personal development identified. Work place confidentiality requirements are respected.

Assessment Task 3: Code of Conduct and Placement Workplace Supervisor Report

Goal:	This task enables you to become familiar with the code of conduct for your discipline and work within its guidelines during a work integrated learning (WIL) experience. This task is also undertaken by the Placement Workplace Supervisor to provide you with feedback from your supervisor on your performance.
Product:	Code of Conduct
Format:	During your WIL experience, you are required to complete 104 hours. To be eligible to pass, you are required to complete the placement satisfactorily according to the criteria below. See Blackboard for your discipline specific Code of Conduct.
Criteria:	<p>Your workplace supervisor will evaluate you on:</p> <ul style="list-style-type: none"> • Professional and work attitude. • Ability to respond to directions. • Communication skills. • Organisational skills. • Teamwork skills. • Time management skills and Completion of tasks <p>The academic placement supervisor will evaluate your standard and quality of your work and make an assessment against the following criteria:</p> <ul style="list-style-type: none"> • Behaviour that is in accordance with the discipline code of conduct • Adherence to the discipline code of conduct • Completion of the minimum of 104 hours.

7. Directed study hours

The directed study hours listed here are a portion of the workload for this course. A 12 unit course will have total of 150 learning hours which will include directed study hours (including online if required), self-directed learning, completion of assessable tasks – this includes the 104 workplace hours. Directed study hours may vary by location. Student workload is calculated at 12.5 learning hours per one unit.

Location:	Directed study hours for location:
Sippy Downs	1 hour per week with individual or groups with Course Coordinator

8. What resources do I need to undertake this course?

Please note that course information, including specific information of recommended readings, learning activities, resources, weekly readings, etc. are available on the course Blackboard site. Please log in as soon as possible.

8.1 Prescribed text(s) or course reader

Information regarding prescribed texts or other associated resources will be made available on the BlackBoard site prior to commencement of study.

8.2 Specific requirements

Nil

9. How are risks managed in this course?

Risk assessments have been performed for all field activities and a low level of health and safety risk exists. Some risks concerns may include working in an unknown environment as well as slip and trip hazards.

It is your responsibility as a student to review course material, search online, discuss with lecturers and peers, and understand the health and safety risks associated with your specific course of study. It is also your responsibility to familiarise yourself with the University's general health and safety principles by reviewing the [online Health Safety and Wellbeing training module for students](#), and following the instructions of the University staff.

10. What administrative information is relevant to this course?

10.1 Assessment: Academic Integrity

Academic integrity is the ethical standard of university participation. It ensures that students graduate as a result of proving they are competent in their discipline. This is integral in maintaining the value of academic qualifications. Each industry has expectations and standards of the skills and knowledge within that discipline and these are reflected in assessment.

Academic integrity means that you do not engage in any activity that is considered to be academic fraud; including plagiarism, collusion or outsourcing any part of any assessment item to any other person. You are expected to be honest and ethical by completing all work yourself and indicating in your work which ideas and information were developed by you and which were taken from others. You cannot provide your assessment work to others. You are also expected to provide evidence of wide and critical reading, usually by using appropriate academic references.

In order to minimise incidents of academic fraud, this course may require that some of its assessment tasks, when submitted to Blackboard, are electronically checked through SafeAssign. This software allows for text comparisons to be made between your submitted assessment item and all other work that SafeAssign has access to.

10.2 Assessment: Additional requirements

Limited Graded Course:

This course will be graded as Pass in a Limited Grade Course (PU) or Fail in a Limited Grade Course (UF) as per clause 4.1.3 and 4.1.4 of the Grades and Grade Point Average (GPA) - Institutional Operating Policy of the USC. In a course eligible to use Limited Grades, all assessment items in that course are marked on a Pass/Fail basis and all assessment tasks are required to be passed for a student to successfully complete the course. Supplementary assessment is not available in courses using Limited Grades.

10.3 Assessment: Submission penalties

You must contact your Course Coordinator and provide the required documentation if you require an extension or alternate assessment.

10.4 Study help

In the first instance, you should contact your tutor, then the Course Coordinator. Additional assistance is provided to all students through Academic Skills Advisers. To book an appointment or find a drop-in session go to [Student Hub](#).

Contact Student Central for further assistance: +61 7 5430 2890 or studentcentral@usc.edu.au

10.5 Links to relevant University policy and procedures

For more information on Academic Learning & Teaching categories including:

- Assessment: Courses and Coursework Programs
- Review of Assessment and Final Grades
- Supplementary Assessment
- Administration of Central Examinations
- Deferred Examinations
- Student Academic Misconduct
- Students with a Disability

Visit the USC website:

<http://www.usc.edu.au/explore/policies-and-procedures#academic-learning-and-teaching>

10.6 General Enquiries

In person:

- **USC Sunshine Coast** - Student Central, Ground Floor, Building C, 90 Sippy Downs Drive, Sippy Downs
- **USC SouthBank** - Student Central, Building A4 (SW1), 52 Merivale Street, South Brisbane
- **USC Gympie** - Student Central, 71 Cartwright Road, Gympie
- **USC Fraser Coast** - Student Central, Student Central, Building A, 161 Old Maryborough Rd, Hervey Bay
- **USC Caboolture** - Student Central, Level 1 Building J, Cnr Manley and Tallon Street, Caboolture

Tel: +61 7 5430 2890

Email: studentcentral@usc.edu.au