



Course Outline

Code: SPX340

Title: Professional Placement in Sport and Exercise Science

School: Health & Sport Sciences
Teaching Session: Session 8
Year: 2020
Course Coordinator: Michelle Small Email: msmall@usc.edu.au
Course Moderator: Brendan Burkett

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 course is designed to give you further opportunity to develop your practical and applied skills. This course requires 130 hours of structured and supervised vocational work placement in which you will gain a greater understanding of the work requirements of the areas of the sport and exercise science industry in which you may be seeking future employment. Potential placements include, but are not limited to, sports coaching, strength and conditioning, sports science assessment, sport management, and sports training (e.g. sports first aid).

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

Activity	Details
130 hours of industry based placement	You will undertake 1 or 2 placements to meet the required 130hours placement in the sport and exercise science industry and/ or your career interest/ pathway. Placement will take place between week 1 and week 8 of session.

2. What level is this course?

300 level Graduate - Independent application of graduate knowledge and skills. Meets AQF and professional requirements. May require pre-requisites and developing level knowledge/skills. Normally taken in the 3rd or 4th 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 On successful completion of this course you should be able to:	Assessment Tasks You will be assessed on the learning outcome in task/s:	Graduate Qualities or Professional Standards mapping Completing these tasks successfully will contribute to you becoming:
Set work-related learning goals	1- code of conduct 2 - Learning Contract, goal setting	Empowered, having both the capacity and confidence to pursue the attainment of full potential
Develop enhanced practical skills in targeted areas of sport and exercise science	2 – Logbook, Placement Portfolio	Empowered, having both the capacity and confidence to pursue the attainment of full potential
Develop enhanced practical skills that enable students to work in the community	2 - Supervisor Feedback, Logbook, Placement Portfolio	Engaged, contributing positively to diverse communities through service and leadership
Learn the value of documenting practical experiences via the use of a portfolio	2 - Placement Portfolio	Knowledgeable, building disciplinary and interdisciplinary knowledge through a scholarly approach incorporating global and regional perspectives

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”.

To ensure students placements are secured, students are asked to be enrolled in the course 4 weeks before session.

The Sport and Exercise Science Community page has information regarding the course, its requirements and mandatories which must be completed to be eligible for a face to face enrolment meeting. For this information please select the “SPX340 Placement” tab on the left hand side: [The Community page- SPX340](#). You can also find this information on the website: [Website information on SPX340](#) , and also Sonia online under [Mandatories on SONIA](#)

Enrolments close: late January for semester 1, late June for semester 2 and late October for session 8.

5.1 Enrolment Restrictions

Enrolled in Program SC344 (Bachelor of Sport and Exercise Science)

5.2 Pre-requisites

SPX121 OR SPX212 and Mandatory requirements need to be submitted to SONIA for this course before you are eligible to attend a manual enrolment meeting with the Course coordinator.

5.3 Co-requisites

Nil

5.4 Anti-requisites

Nil

5.5 Specific assumed prior knowledge and skills (where applicable)

Nil

6. How am I going to be assessed?

6.1 Grading Scale

Limited – Pass (PU), Fail (UF)

6.2 Details of early feedback on progress

In week 3 to week 4 of placement you will have a review meeting with the course coordinator to discuss your assessment items and your performance progress on placement.

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	Code of Conduct - adherence	Individual	PU/UF	Standard contract	0 week	SONIA
2	Placement Performance	Individual	PU/UF	(i) Standard learning plan form (ii) 200 word reflection and evaluation on how they met their goals on placement	(i) 1 st - 2 nd week of each placement after the goal setting meeting. (ii) submission meeting	SONIA(ii) completed on the portfolio cover page and submitted with portfolio
	Placement Performance	Individual	PU/UF	Standard Supervisor feedback form	(i) initial feedback: this is completed in the goal setting meeting (ii) final feedback: due by Friday COB week 8 of semester	SONIA
	Placement Performance	Individual	PU/UF	Logbook document that outlines the 130 hours of placement - signed by supervisor(s). (i) You must submit electronic copy of your logbook (unsigned) to SONIA (ii) signed PDF copy	Friday of Week 8- You submit this with your Portfolio.	SONIA(i) for signed and unsigned logbook
	Placement Performance	Individual	PU/UF	Portfolio: Variable. Typically, 1 page per hour of work experience. It can either be a paper or electronic record of your portfolio	Friday of Week 8	To be negotiated This is to be submitted by appointment with the prac coordinator.

Assessment Task 1 c: Professional Experience: Code of conduct

Goal:	The goal of this task is to introduce you to basic professional practice in this industry. a) The signed contract represents a work contract and prepares you for professional life. performance in the workplace
Product:	a) Code of Conduct
Format:	Standard contract format For the contract you are required to read, complete, and sign, in person with the prac co-ordinator, at enrolment. Similar to any authentic work contract you will be required to comply with the contract. Your prac coordinator will be available to answer any questions.
Criteria:	a) The Student Agreement is a vital part of this course because is completion of the signed contract and complying with your contractual requirements. Criteria includes completion of the signed contract and complying with your contractual requirements. You will be asked to read and familiarise yourself with the Student Manual at enrolment (to understand your contract and course requirements) before you sign the student contract.

Assessment Task 2: Professional Experience: Learning Plan; Supervisor Feedback, Professional Logbook, Professional portfolio

Goal:	<ul style="list-style-type: none"> a) The goal setting meeting to set placement goals and learning objectives with your supervisor b) Supervisor feedback- Obtain record of feedback with your placement supervisor ensures you have met with your supervisor to plan your placement experience and to seek feedback on your c) Logbook- This assessment item catalogues your placement hours and provides evidence that you completed the both required hours and that your placement was supervised. d) Professional Portfolio- The aim of this assessment item is to challenge you to develop a useful personal reference tool that is specific to your placement and your future career
Product:	Placement Performance
Format:	<p>Template provided for both contact and supervisors feedback form</p> <ul style="list-style-type: none"> a) (i) A meeting with you, and your prac supervisor to record your goals/ learning objectives whilst on placement. You will also receive initial feedback in the goal setting meeting (ii) 200 word reflection on how your goals were met. b) For a record of supervisor feedback, you are required to meet and obtain initial and final feedback from your supervisor. This will provide you with constructive feedback and assist with your individual professional development. (i) The initial feedback will be provided via your goal setting meeting with your supervisor. (ii) Your final feedback is obtained in, near the end of placement. c) You must complete a logbook entry on the day of the placement both during and after your placement session and ensure that your supervisor signs the entry during or at the end of placement. You must complete a logbook entry after each practicum day. d) The Placement Portfolio is a record of events and activities at the placement. It provides you with an opportunity for self-reflection where personal reactions, values, attitudes, knowledge, critical analysis, self-evaluation, strengths and weaknesses are noted. In addition, the Portfolio should also contain reference material, with "key coaching points" or related information. For example, you may include training session plans with notes as to which drills were effective. Similarly, acceptable resources could include educational resources, scanned sections from coaching manuals, testing procedures, sports science journals, or other course material that is specific to that

	particular issue. Accordingly, the purpose of the Portfolio is to not only to record fact or observation, but also to act as a personal resource for the future
Criteria:	<p>(a) Meet with each placement supervisor so practicum requirements and goals are discussed at an initial meeting. You will be graded on your setting of clearly articulated work-related learning goals. Goals are expected to be specific, measurable, achievable, realistic, and time-oriented (ii) You are expected to provide approximately 200 words of self-reflection and analysis for how you met (or did not meet) the goals you set in week 2 of session. This will be due in the lecture.</p> <p>(b) The initial and final feedback form must be completed in a face to face meeting with the supervisor. Feedback will be provided based on your performance during your placement. Completed Supervisor feedback forms are to be submitted in person to prac coordinator. A poor supervisor's report is not sufficient to fail this course however students will be asked to take specific action to remedy matters raised in supervisor's reports.</p> <p>(c) To pass this assessment item your logbook must outline 130 hours of supervised placement. Example log book entries will be included on the course Blackboard page. Please note that a Supplementary assessment task will not be offered as it is an outcome from practicum You are expected to provide approximately 20 words of self-reflection and critical analysis for each placement hour. To pass this assessment item the portfolio needs to contain 1 page of reference material (to be used as a personal resource) for each placement hour. Example portfolio entries will be included on the course Blackboard page. Please note that a Supplementary assessment task will not be offered as it is an outcome from practicum</p>

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 and completion of assessable tasks. Directed study hours may vary by location. Student workload is calculated at 12.5 learning hours per one unit.

This is a work placement course with limited directed study hours. However, the course convenor will be available for student consultation (via appointment) throughout the course.

This course will be delivered via technology-enabled learning and teaching. All lectures/workshops will remain in this mode for Session 8, 2020. When government guidelines allow, and if practical, students that elected on-campus study via the class selection process will be advised when/ if on campus tutorials and practical sessions may resume.

Location:	Directed study hours for location:
USC Sunshine Coast	Lecture: one lecture to commence placement in O week or the week before session starts, one review session with courses coordinator and one lecture to finalise SPX340 in week 13 or the last week of session. Placement: 130 hours of supervised work experience.

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)

There is no required text. You will be supplied with a logbook.

8.2 Specific Requirements

Mandatory Requirements

The Sport and Exercise Science Community page has information regarding the course, its requirements and mandatories which must be completed to be eligible for a face to face enrolment meeting. Please note Blue cards can take up to 8 weeks to process so you will need to ensure this is submitted approx. eight weeks before enrolments open. For this information please select the "SPX340 Placement" tab on the left hand side: [The Community page- SPX340](#). You can also find this information on the website: [Website- Sport and Exercise Science / Clinical Exercise Physiology - Placements](#), and also Sonia online under [Mandatories on SONIA](#)

The steps involved in enrolment are the following and can take some time, so you must commence this process eight weeks before *semester/session commences*:

1. You will need to access [SONIA Online](#)
2. [Register your interest in SPX340](#) (alternatively you can go onto SONIA under the Forms tab and select "Expression of interest PreEnrolment Form..." in the drop down, add it, complete the form and submit it.
3. Complete your pre-enrolment [Mandatory Requirements](#)
Follow the prompts to the Mandatory Buttons for **Blue Card, CPR and First Aid** so you are eligible for an enrolment meeting. Please note your Student Placement Agreement and PrePlace will not be available to complete until after you have been enrolled via the manual enrolment meeting.
4. Once all the required course mandatories are [uploaded to SONIA](#) email shssplacements@usc.edu.au to confirm your eligibility to enrol into SPX340
5. If you are eligible you will receive an email asking you to select a group meeting time to finalise your enrolment

9. Risk management

Health and safety risks for this course have been assessed as low.

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 Wellbeing Services

Student Wellbeing Support Staff are available to assist on a wide range of personal, academic, social and psychological matters to foster positive mental health and wellbeing for your success. Student Wellbeing is comprised of professionally qualified staff in counselling, health and disability Services.

Ability Advisers ensure equal access to all aspects of university life. If your studies are affected by a disability, mental health issue, learning disorder, injury or illness, or you are a primary carer for someone with a disability, [AccessAbility Services](#) can provide assistance, advocacy and reasonable academic adjustments.

To book an appointment with either service go to [Student Hub](#), email studentwellbeing@usc.edu.au or accessability@usc.edu.au or call 07 5430 1226

10.6 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>

10.7 General Enquiries

In person:

- **USC Sunshine Coast** - Student Central, Ground Floor, Building C, 90 Sippy Downs Drive, Sippy Downs
- **USC Moreton Bay** – Service Centre, Ground Floor, Foundation Building, Gympie Road, Petrie
- **USC South Bank** - 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