Faculty of Human Development
Handbook
2002
A database containing all course information in this Handbook is on the University's website at: www.vu.edu.au.

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Caution This Handbook provides a guide to courses available within the Faculty of Human Development at the University in 2002. The Handbook cannot hope to cover all of the various options adequately, although it attempts to be as accurate as possible, and students should always check with the relevant faculty or school officers in planning their courses. The Handbook also includes descriptions of courses that may be altered later or that may not in fact be offered due to insufficient enrolments or changes in teaching personnel. The fact that details of a course are included in the Handbook can in no way be taken as creating an obligation on the part of the University, faculty or school to teach it in any given year, or to teach it in the manner described. The University reserves the right to discontinue or vary courses at any time without notice.

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How to use this book

Welcome to the Faculty of Human Development Handbook 2002. The Handbook is designed to provide students with detailed information on course structure, subject content, on-campus facilities and University regulations and procedures required for the successful completion of study.

The introduction to this Handbook lists all undergraduate and postgraduate courses offered by the Faculty of Human Development. The undergraduate section outlines the structure and requirements of all undergraduate courses offered by individual Schools within the Faculty of Human Development. This is followed by a detailed description of all undergraduate subjects, which are listed in alpha-numeric order according to their subject code. The credit point value for each subject is included in the course structure. The postgraduate section follows the same format, outlining each course offered followed by a description of all postgraduate subjects.

The back sections of the Handbook include useful information about articulation and credit transfer, recognition of prior learning, admission and enrolment procedures and services available to students.

Handbook on the web

A database containing all course information in this Handbook is on the University’s website at: www.vu.edu.au.

Credit points

Victoria University of Technology has a credit points system in which each subject is given a value according to its academic weighting. To complete each year of a course, students must complete subjects to the value of 120 points. For more information on credit points, see the 'Admission, Enrolment and Academic Procedures and Regulations' section in the back of this Handbook.

Please note

The attention of all students and prospective students is drawn to the possibility that due to circumstances that presently cannot be foreseen, the details of the programs, courses and subjects set out in this Handbook might change after the date of publication. Accordingly, before final decisions are made or enrolment occurs based on information contained in the Handbook, each student or prospective student should contact the Faculty Executive Officer on (03) 9688 4164 to ensure that the pertinent information is still accurate.
The Faculty of Human Development has over 200 staff and the equivalent of 3000 full-time students located at six of the University’s campuses – City Flinders Lane, City King, Footscray Park, Melton, St Albans and Sunbury – with the Faculty office being located at the Footscray Park Campus. It also conducts offshore programs in Hong Kong, Singapore, Malaysia, Thailand and the People’s Republic of China.

The Faculty has four schools; Education (Footscray Park, Melton and Echuca campuses), Health Sciences (St Albans, City Flinders Lane and City King campuses), Nursing (St Albans and City Flinders Lane campuses) and Human Movement, Recreation and Performance (City Flinders Lane, Footscray Park, Melton and Sunbury campuses). All have a similar objective – development of the social, physical and educative well being of members of our community.

The Faculty of Human Development is based on the advancement of a culture of learning and research that will enhance the ability of academic staff and graduates to promote human development in its educative, health, performance and leisure dimensions. This is underpinned by a commitment to balanced excellence in teaching, research and community service that is essential to the understanding, creation and delivery of human care and development related programs.

The Faculty is well placed to offer interdisciplinary programs of study, reflected in its diverse range of course offerings. Students are encouraged to take elective subjects outside their school to gain an understanding of how other discipline areas can enhance their chosen profession. As the name of the Faculty suggests, all work (teaching, research and seminars) has people as its central focus. Major themes of study cover development and ageing across the lifespan and these are utilised by all the units of the Faculty, further encouraging interdisciplinary work.

The Faculty has an extensive international program that enables students to undertake study and practical experiences in a number of other countries. Active exchange programs are in place with institutions in China, Canada, Germany, Malaysia, Taiwan, Thailand and the USA. Facilities and equipment within the Faculty are of a high standard. All schools have specialised teaching and research laboratories and multi-purpose computer rooms on all campuses. The School of Human Movement, Recreation and Performance has a range of gymasia and other specialist facilities for various forms of physical activity and performance.

Another facet of the Faculty is its provision of concurrent support and educational development learning services to the University. Both domestic and international students whose educational preparation for university studies has been insufficient are able to undertake complementary work in numeracy, language and literacy skills to assist them to gain greater value from their discipline studies.

The educational emphasis of the Faculty is founded on providing opportunity and on learner-centred methods of gaining skills and knowledge. All areas of the Faculty seek to create an environment that stimulates current learning for the student and provides the skills and motivation for the graduate to continue their personal development into the future.

In addition to its undergraduate programs, the Faculty has extensive postgraduate courses and research programs to Doctoral level. Dedicated research centres provide a focus for postgraduate students and also an opportunity for undergraduate students to be involved in the investigation and extension of knowledge.

Specialised postgraduate courses, with a discipline or vocational emphasis, are offered by all schools. These postgraduate programs range from one-semester Graduate Certificates to two-year Master Degrees by coursework and minor thesis or project.

Many of the research areas of the Faculty are cross-discipline or thematic in nature, allowing students and staff from two or more schools to bring a variety of perspectives to the project.

The Faculty is particularly active in the area of computer aided learning with the Australian Centre for Computer Enhanced Learning (ACCEL) producing software and studying learning processes. This centre provides students with an opportunity to be involved in learning processes which are demonstratively the world’s best practices. Other units include the University funded research unit Centre for Rehabilitation, Exercise and Sport Science (CRESS), and the Alma Unit for Research on Ageing (AURA). As well, the Health Practice Unit, the Sports Performance Unit, the Nursing Innovations Unit, and the Institute for Youth, Education and Community (IYEC). All of these units provide an opportunity for staff and students to develop the skills and practise the techniques of their profession.
Health Practice Unit
The Health Practice Unit commenced operation in 1994 and is located at the St Albans Campus. A new unit commenced at the Melbourne King Street campus in June 2000 and a Chinese Herbal Clinic commenced operation at CERES in East Brunswick in March 2001. The Units represent the visions of the Chinese Medicine academics within the School of Health Sciences. The multidisciplinary nature of the staff provides knowledge and experience that encompasses a range of approaches to health maintenance and health care provision.

The Unit has a commitment to provide a dynamic and supportive learning and research environment within the School of Health Sciences. The overall aim is to provide a learning and research centre which enjoys a high profile within the University, the Western region of Melbourne and among the wider community.

The Unit has a health care program of Acupuncture, Tui Na (Chinese Therapeutic Massage), Chinese Medicine and Western Herbal Medicine. These services are available to the general community as well as the University community. The affordable/low fees charged reflect the fact that the Unit is an educational health care facility. For further information regarding the Units and services available telephone (03) 9365 2625.

Osteopathic Medicine Clinic
The Osteopathic Medicine Clinic, located at the City Flinders Lane Campus, is an outpatient clinic and teaching facility. The Clinic offers the general public, staff and students osteopathic consultation and treatment at affordable rates. The purpose of the Clinic is to provide a clinical based learning program and research for students in the Bachelor of Science-Clinical Sciences and Master of Health Science-Osteopathy programs. The Osteopathic Medicine Clinic endeavours to provide the highest possible standards of clinical competency and safe practice. For further information contact the Osteopathic Medicine Clinic on (03) 9248 1111.

Major Research Centres
Australian Centre for Computer Enhanced Learning
The Australian Centre for Computer Enhanced Learning is a research and development centre which concentrates on the study of multimedia applications in the teaching and learning environment. It is especially engaged in projects designed to develop a use for such applications that enable the users to direct the style and pattern of their learning, with computers as an aid.

Centre for Rehabilitation, Exercise and Sport Science (CRESS)
The Centre for Rehabilitation, Exercise and Sport Science is a designated University Research Centre. The mission of CRESS is to enhance the health and well being of the Australian community through multi-disciplinary research and consultancy in rehabilitation, exercise and sport science. CRESS has commitment to the wider community and through its four applied research areas, Biomechanics, Exercise Metabolism, Exercise Physiology and Exercise and Sport Psychology, work is currently in progress with children and the aged, with elite sports performers, the disabled and other special groups such as diabetics, cardiac patients and asthmatics. CRESS has a major commitment to postgraduate research with over 40 associated doctoral and masters students currently enrolled. The largest input to CRESS comes from the School of Human Movement, Recreation and Performance, with occasional contributions from other schools within the Faculty, but there is great potential for staff from these schools to collaborate in health related research.

CRESS has historically involved substantial input from exercise biochemistry and metabolism researchers in the School of Life Science and Technology. This contribution currently involves members of academic staff, a research officer and postgraduate research students and involves a range of collaborative studies with other members of the Centre, as well as many biochemistry projects. Other research currently in progress involves intra-university collaborations with the Departments of Engineering, Mathematics and Computing, and the Department of Psychology in the Faculty of Arts. Again CRESS plans to expand its inter-faculty collaborations. The Centre also has external associations with researchers in a number of other Australian universities, as well as overseas collaborators in the USA, the UK, Europe, and Asia. It is developing partnerships with commercial potential, both in research and consultancy.

The Alma Unit for Research on Ageing: Gender and Health Across the Lifespan (AURA)
The ALMA Unit for Research on Ageing: Gender and Health Across the Lifespan (AURA) is a research centre focusing on the lives and health of women and men over the age of 65 years. This unique unit brings together a core team of multidisciplinary researchers and educators and has a particular interest in interdisciplinarity programs and activities including: aged care management and services; ageing well; gerontic nursing; health and wellbeing; gender and multicultural issues; indigenous health; life long learning; mental health; social gerontology; social policy; recreation, leisure and retirement; women and ageing; and intergenerational connections.

AURA includes a major research program devoted to Women and Ageing exploring both the myths and realities about what it means to be an older woman, thereby promoting an understanding of the contemporary experiences of ageing for women both in Australia and internationally.

The unit is regional, national and international with strong links to other academic institutions and communities world-wide. AURA is active in generating policy recommendations that will improve health and quality of life for older people.
Faculty Regulations

Academic Progress

INFORMAL PROCESS

The evaluation of a student's progress should be seen as 'ongoing' so that a lecturer or examiner in a subject could suggest during a semester that a student is unlikely to satisfy academic progress regulations determined by the Faculty or School. The School will undertake ongoing assessment of student progress and regularly provide informal counselling during and at the end of the semester.

FORMAL PROCESS

Academic Progress Committees

The Faculty will appoint Academic Progress Committees for each School at the beginning of a teaching period.

Unsatisfactory Progress

At the end of an examination period, each Academic Progress Committee will meet to consider the academic progress of each student enrolled in a course.

The Academic Progress Committee will:

- a) consider the overall academic performance of students for an examination period by comparing the results for this and previous examination periods for all subjects the student is enrolled in for the course and any other relevant information e.g. applications for special consideration;
- b) identify those students who do not meet academic progress requirements stipulated in the course regulations and who are therefore deemed to have made unsatisfactory progress in the course, in accordance with Statute 6.4.1 Unsatisfactory Progress.

Undergraduate students will be deemed to have made unsatisfactory progress if they have:

- failed any subject more than once (N1, N2, U); and/or
- failed 50% of enrolled subjects; and/or
- failed a clinical/practicum based subject; and/or
- breached any conditions of enrolment; and/or
- failed to satisfy other course specific regulations.

Postgraduate students will be deemed to have made unsatisfactory progress if they have:

- failed a subject more than once (N1, N2, U); and/or
- failed two or more subjects in one semester; and/or
- failed a clinical/practicum based subject; and/or
- failed to satisfy other course specific regulations.

Where an Academic Progress Committee has determined that a student has made unsatisfactory progress in his/her course, and within two weeks of the publication of results for that semester, the student will receive a letter by certified mail with return receipt and a Show Cause Response Sheet advising that they have failed to meet the academic performance requirements of the course.

The student will be invited to:

- a) present their case in person, or through a representative, to the Academic Progress Committee. The student may choose to be supported by a person of their choice e.g. a student counsellor, educators, Student Union Welfare Officer, or a family member.

Pursuant to Section 6 of Statute 6.4.1 Unsatisfactory Progress, the Academic Progress Committee, having considered the student's circumstances on the basis of their written submission and other available information, shall:

- (a) permit the student to continue in the course without condition;
- (b) permit the student to continue in the course subject to specified conditions;
- (c) recommend to the Academic Board that the student be:
  - (i) excluded from the course; or
  - (ii) suspended from the course for a specified period.
- (d) grant a period of leave of absence up to one year; or
- (e) permit the student to withdraw from the course.

Pursuant to Section 6 of Statute 6.4.1 Unsatisfactory Progress, should a student wish to appeal the recommendation of the Academic Progress Committee, an appeal may be lodged within 14 days of notification of the recommendation. An appeal can only be lodged if the student has met with the Academic Progress Committee, either in person or through a representative. Having considered the Faculty recommendation, Academic Board will make a decision and advise the student.

Exclusion from and Re-admission to a Course

Students who have been excluded for unsatisfactory and who wish to apply for re-admission to the course must submit an application for re-admission, in the form of a letter, to the Chairperson of the relevant Academic Progress Committee via the Head of School.

The letter must detail how the circumstances that influenced the previous unsatisfactory academic performance have changed, and demonstrate the applicant's ability to complete the course successfully should he/she be readmitted.

The Academic Progress Committee will consider the application for re-admission and, if satisfied that the student's circumstances have changed sufficiently to enable them to successfully complete the course, make a recommendation to Academic Board for endorsement.

Deferral

The Faculty will normally not grant deferral to an applicant who has been made an offer of admission to a course unless there are special circumstances. These special circumstances will be considered by the Head of School or nominee in consultation with the Course Co-ordinator.

In applying for deferral the following conditions will apply:

- (a) The applicant must within seven (7) days of the offer of admission to the course, apply in writing to the Head of School or nominee for approval to defer enrolment in the course.
- (b) Where a deferral is granted it will be for a period of up to two semesters.
- (c) At the expiry of deferral the student must complete and submit an Application to Return from Deferral form no later than the end of December in the year prior to recommencing study.
- (d) Students granted a deferral who fail to comply with requirement (c) may lose their place in the course for which they have been granted deferral.

Leave of Absence

A student may apply for Leave of Absence from the course in which they are enrolled only after successfully completing the first semester of their course. The maximum period for Leave of Absence is normally two semesters. If Leave of Absence is sought before completion of the first semester of a course of study, the Head of School may grant leave subject certain conditions.
A University Application for Course Leave of Absence, Deferment or Withdrawal is to be completed by the student and submitted to the Course Coordinator or nominee for authorisation.

**Subject Enrolments**

Normally, a student will not be allowed to attempt any subject unless all the prerequisite subjects (or equivalent) have been successfully completed. A failed core subject must be repeated at the first available opportunity. Where a student fails an elective that is not offered in the following year/semester, he/she will be required to enrol in an equivalent alternative.

**Attendance**

**School of Education**

School of Human Movement, Recreation and Performance

Attendance at lectures, tutorials, workshops or laboratory sessions is not compulsory but is strongly recommended. Where a minimum attendance is required for such classes, this is specified in the subject guide. Attendance at work integrated learning sites (Project Partnerships, clinical placements, fieldwork) is mandatory.

**School of Health Science**

**School of Nursing**

Attendance at lectures is not compulsory, but desirable. Attendance at clinical placements/fieldwork is mandatory. In addition to satisfying all assessment requirements, students must attend a minimum of 80 per cent of all scheduled tutorial/laboratory/seminar/practical sessions in order to receive a pass grade.

**English Language Requirements**

In addition to meeting the academic admission requirements for any course, international students must also demonstrate proficiency in the English language. Please refer to the 2002 International prospectus for further details.
University Officers

Visitor
Mr John Landy, MBE
Governor of Victoria

Chancellor
The Hon Justice Frank Vincent, QC

Deputy Chancellor
Ms Barbara Champion
TITC Monash, GDIESE Melb

Distinguished Visiting Professor and Chair of the University Foundation
The Rt Hon Sir Zelman Cowen, AK, GCMG, GCVO, DCL Oxf, QC

Principal Officers of the University

Vice-Chancellor and President
Professor Jarlath Ronayne MA Dub, PhD Camb, HonFTCD, FRSC, FAIM, FTSE

Deputy Vice-Chancellor
Professor Jim Falk BSc(Hons), PhD Monash

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Deputy Vice-Chancellor and Director of TAFE
Vacant

Pro-Vice-Chancellor (Research and Development)
Professor Vaughan Beck DipMechEngFTC, BEngMelb, MEngScMelb, PhDUNSW, CPEng, FIEAust, FAIB

Pro-Vice-Chancellor (International)
Professor David Lawson DipPhysEdSyd, TPTC Balmain, MSc North Dakota, PhD Kent

Pro-Vice-Chancellor (Staffing and Students)
Vacant

Faculty Office

Manager, Faculty Finance and Resources
John Gibson BBus(Accntg) RMIT, CPA

Marketing and Publicity Officer
Patricia Webb BALT, TPTC Coburg

Ethics Officer
Erika Moreno BSc(Psy) VicMelb, GradDipAppPsy VicMelb

Project Officer
Patrick Dowling BALT, DipEdLaT

Faculty Student Centre Network
Footscray Park Campus

Head of Centre
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Christine Cartledge
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Administrative Officers
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City Flinders Lane Campus
Administrative Officer
Meryl Bailey

Melton Campus
Administrative Officer
Anne McMillan

Sunbury Campus
Administrative Officer
Carleen Abela

Centre for Rehabilitation, Exercise and Sport Science (CRESS)
Director/ Jack Refshauge Chair in Human Movement Sciences
Professor John Carlson BPE-Alta, DipPhysEdMelb, MSKansas, PhDIl

Administrative Officer
Aik-Lay Wee

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Victoria University Sports Complex
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Wendy Munro

Development Officer
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Fitness Centre Supervisor
Tony Marchal

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John Cruickshank

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Adult Literacy and Numeracy Australian Research Consortium (ALNARC)

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NATIONAL MANAGER
Carolyn Ovens CertPrintTQLD, BA(Hons)LA'il, BEdLA'il, GradDipBus(IndRel)

Victorian centre
Director
Christine Riddell BA, DipEd, MEd, M TESOLMonash
Institute for Youth, Education & Community (IYEC)

Director
Associate Professor Derek Colquhoun  BEd(Hons)Leeds, MScLongbrough, PhDQLD

Professor Maureen Ryan  TPTCToorak, BA Melb, MEd Monash, PhD Melb, MAPS

Tony Kruger  DipEdMelb, BScMelb GradDipEdAdminDeakin, PhDMelb

Rohyn Broadbent  BARMIT, BAppSc, GradDipSecEdVicMelb, MARMIT

Successful Learning Website
Paul McSherry

Victorian Industry Education Partnerships (VIEP)

Executive Officer
Wende Moss  CertIV Workplace Assessment and TrainingMelb, CertAdultLearningMelb, DipT(TAFE)Griffith, GradDipBusDeakin, MEdVicMelb

Story Writing in Remote Locations (SWIRL)
Lawrence Mahon  DipT, BEd, GradDipEdLaT

Australian National Schools Network (ANSN) (Victoria)
Rodney Moore  BA, MEd, TSTC

Maureen O’Rourke  CertEdIntellectuallyHandicapped, BEd(Primary), MSc, GradDipEdAdmin, TSTC

School of Health Sciences

Head of School
Associate Professor Peter Gibbons  MB, BSLond, DOB30, DMDMedSoc-Apoth, FRSH

Personal Assistant to Head of School
Suzanne Brand

School Administrators
Anne Caras
Lucy Price

Osteopathic Sciences

Lecturers
Melanie Cameron  BAppSc(Osteo)RMIT, MHSc
Annie Carter  BA (Hons)Melb, GradDipOcHealthMonash, MBBSMelb, GradDipTertEdVicMelb
Natasha Dalton  BScMelb, BClmScVicMelb, MHSc(Osteo)VicMelb
Gary Fryer  BAppScOst

Cameron Gosling  BAppScRMIT, GradDipExrcsRehab, MAppScVicMelb
Jenny Hynes  BAppScLincolnInst
Jim Kiatis  MBBS, Athens, ND
Patrick McLaughlin  BAppScMIT, MAppScVicMelb
Brian Nicholas  DOUC, MAXMount

Chinese Medicine

Senior Lecturers
Shelley Beer  BAppSc, GradDipWomensHlthMelb, GradDipChineseHerbalMedACOM, AdvCertClinicClinicalStudNanjingTCM, GradCertChineseMedPracBeijing CollegeTCM
Kerry Watson  DipAc(ACA), DBNMM(SMN), DRM(CNS), OMD(AC)
Damien Ryan  BTheol, BPhilo, DipColombo, DipAcupAcapColombo, DipHerbalMedDorothyHallCollege ofNaturalMedSyd, MEITechSyd

Lecturers
Peter Ferrigno  BA, DipEdMonash, BSWLaT, DipAcACA, GradDipChineseHerbalMedACOM, MAVicMelb
Barry Nester  BSc, DipEdLaT, DipAcACA, GradAcOICS, GDipCHMACOM, DipHomACH, PhDVicMelb
Sue Rodger-Withers  BScMelb, DipAcACA, GradDipChineseHerbalMedNanjingTCM, GradDipHomACH
De Yuan (David) Wang  BMedChina, MHScVicMelb
Vivienne Williams  DipAc, CertOrientalMassage, CertChineseHerbalMedAC, AdvCertTransJRJNWS, BHSecVicMelb, GradDipHealthCounsellingVicMelb, CertAcuClinic InternBeijing
Hong Xu  BMedChina

Short Course Administrator
David Dawson  MBusAdminDeakin, GradDipAppPsych, GradDipCompEd, DipTeaching, BScAuckland, MAPS, AITD

Anatomy Laboratory Manager
Jim Johnson  CertMedLabTech S-AustinTech

Clinical Laboratory Manager
Vacant

Technical Officer
Jan Carter  SEN

Health Practice Unit Manager
Dawn Bannon  RN, BHSecNsgVicMelb, CertMass(East&West)VicMelb

School of Human Movement, Recreation and Performance

Head of School
Professor Terence Roberts  BPHE, MPEWindsor, PhDMinn

Personal Assistant to Head of School
Dominique Rechichi
Undergraduate Studies

School of Education

The School of Education offers undergraduate programs in Teacher Education, Youth Studies, Computer Mediated Art and Early Childhood Education. All undergraduate courses in the School of Education provide students with flexible career outcomes. The courses emphasise the importance of practice by locating students within educational partnerships with local schools, community organisations and industry in Melbourne's Western Region.

The Bachelor of Education is a four-year course whose graduates will be qualified to teach in Primary schools, and if they complete appropriate General Studies, in Secondary schools. Students with complete or incomplete higher education qualifications will be able to enter the course through the designated articulation pathways.

Teachers with a Diploma of Teaching (Primary), or equivalent qualification, can complete their undergraduate teacher education by enrolling in the one-year Bachelor of Education (Post-Registration), which is designed to allow teachers to research teaching, curriculum and school change questions relevant to their practice.

The Bachelor of Arts – Youth Studies offers those with a Diploma of Community Services (Youth Work) the opportunity to upgrade to a degree qualification. The drawing together of Youth Studies and Education in the one School is evidence of the University's commitment to working in partnership with schools and community organisations in the Western Region of Melbourne.

The Bachelor of Arts – Computer Mediated Art offers students studies in Computer Mediated Art and Analogue Art.

Course Offerings

In 2002 the School of Education will offer the following undergraduate courses:

<table>
<thead>
<tr>
<th>*Campus</th>
<th>Bachelor of Arts</th>
<th>Full-time</th>
<th>Part-time</th>
</tr>
</thead>
<tbody>
<tr>
<td>E=Echuca, F=Footscray Park, M=Melton, S=St Albans</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Computer Mediated Art</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Computer Mediated Art &amp; Multimedia (Honours)</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Early Childhood Education</td>
<td>M</td>
<td>n/a</td>
<td>Y</td>
</tr>
<tr>
<td>Youth Studies</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>*Campus</th>
<th>Bachelor of Education</th>
<th>Full-time</th>
<th>Part-time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pre-Service Program P-12</td>
<td>F,M</td>
<td>Y</td>
<td>n/a</td>
</tr>
<tr>
<td>Post-Registration (Year 4)</td>
<td>F,M</td>
<td>Y</td>
<td>Y</td>
</tr>
</tbody>
</table>

Bachelor of Education (Nyerna Studies) Program

In order to be awarded the Bachelor of Arts – Computer Mediated Art a student must complete a major in Computer Mediated Art (6 subjects) and a major in Analogue Arts (6 subjects). In addition to these two majors, students will also be required to complete a minor sequence in Digital and Analogue Art Theory (4 subjects) at first and second year levels.

Course Objectives

The aims of the course are to:
- develop in students appropriate theoretical frameworks and studio skills as they relate to computer mediated and analogue art;
- develop understanding in students about the relationship between computer mediated art and analogue art;
- have students critically analyse and interpret computer mediated art and analogue art;
- relate computer mediated art and analogue art within historical and contemporary frameworks;
- have students conceive, implement and evaluate art works to exhibition standard;
- discern the relationship between art and gender;
- locate indigenous and multicultural arts within mainstream art;
- develop visual arts partnerships between the University and the local community; and
- provide career options for students in both computer aided art and analogue art.

Admission Requirements

To qualify for admission to the course applicants must normally have successfully completed the Victorian Certificate of Education (VCE) Units 3 and 4, with a study score of at least 20 for English, or equivalent. Applicants will attend an interview at which they will present their folio.

Applicants who do not meet the normal admission requirements but who possess appropriate educational qualifications, work or life experiences, which would enable them to successfully undertake the course, will be considered for admission.

Course Duration

The course is offered over three years on a full-time basis. A limited number of part-time places may be available.

Course Structure

In order to be awarded the Bachelor of Arts – Computer Mediated Art a student must complete a major in Computer Mediated Art (6 subjects) and a major in Analogue Arts (6 subjects). In addition to these two majors, students will also be required to complete a minor sequence in Digital and Analogue Art Theory (4 subjects) at first and second year levels.

Year One

<table>
<thead>
<tr>
<th>Credit points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>Semester One</td>
<td></td>
</tr>
<tr>
<td>ACF1005</td>
<td>15</td>
</tr>
<tr>
<td>AFC1001</td>
<td>15</td>
</tr>
</tbody>
</table>
HFC1001 Introduction to Computer Mediated Art 15 4
HFC1002 Introduction to Drawing and Painting 15 4

Semester Two
ACF1006 Cyberculture Studies 15 3
ACF1003 Survey of Art 2 15 3
HFC1003 Computing for Artists 15 4
HFC1004 Life Drawing and Painting 15 4
Total Year One 120 364

Year Two
Semester One
AFC2001 Art and Technology 15 3
HFC2002 Still Life Drawing and Painting 15 4
HFC2005 Introduction to Video Art 15 4
Elective 15 3

Semester Two
AFC2002 Aesthetics and Art Criticism 15 3
HFC2004 Experimental Art 15 4
HFC2006 Video Art 15 4
Elective 15 3
Total Year Two 120 364

Year Three
Semester One
AFC3001 The Professional Artist 20 4
HFC3001 The Digital Image 20 4
HFC3002 Design Research Project 20 4

Semester Two
AFC3002 Computer Mediated Art 20 4
AFC3003 Community and Industrial Placement 20 4
AFC3004 Graduating Exhibition 20 4
Total Year Three 120 312
Course Total: 360 1040

Career Opportunities
Graduates may gain employment as a professional visual artist, graphic designer, computer animator, digital artist, Web designer and digital designer. Graduates who become art educators will be required to meet Ministry of Education employment provisions for registration as a teacher.

Bachelor of Arts - Computer Mediated Art & Multimedia (Honours)
Course Code: AHCM

Course Objectives
The aims of the course are to:
• provide the opportunity for advanced study in creative computer related disciplines;
• introduce students to recent theoretical debates relevant to their area or study;
• provide instruction in appropriate research methodologies; and allow students to complete a product-based, creative, individual research project.

Admission Requirements
To qualify for admission to the course an applicant must have achieved a distinction (D) grade or equivalent at 2nd and 3rd year levels of a relevant undergraduate degree. All applicants must compose a research proposal of approximately 500 words.

Course Duration
The course is offered over one year on a full time basis or part time equivalent.

Course Structure

<table>
<thead>
<tr>
<th>Semester One</th>
<th>Credit Points</th>
<th>Hours/Week</th>
</tr>
</thead>
<tbody>
<tr>
<td>AXH1012 Key Debates in the Humanities and Social Sciences</td>
<td>30</td>
<td>3</td>
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<tr>
<td>HFC4001 Honours Individual Creative Project A</td>
<td>30</td>
<td>1</td>
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</table>

<table>
<thead>
<tr>
<th>Semester Two</th>
<th>Credit Points</th>
<th>Hours/Week</th>
</tr>
</thead>
<tbody>
<tr>
<td>AFC4001 Special Study Research Project</td>
<td>30</td>
<td>1</td>
</tr>
<tr>
<td>HFC4002 Honours Individual Creative Project B</td>
<td>30</td>
<td>1</td>
</tr>
</tbody>
</table>

Course Total: 12078

Bachelor of Arts - Early Childhood Education
Course Code: HBEC

Course Objectives
The aims of the course are to:
• plan and implement a range of developmentally appropriate inclusive programs for young children – birth through eight years old;
• teach and administer within a range of early childhood settings e.g. centre based, home based, pre-school and kindergarten settings;
• reflect on, critically analyse and solve problems in professional practice;
• be ‘reflective practitioners’ equipped with critical awareness, teaching competencies and knowledge to teach young children in a range of early childhood settings;
• provide educational leadership for a range of staff within a multi-disciplinary early childhood program;
• continue the personal education of students with particular concern for the development of knowledge, competencies and understandings appropriate for teaching in a diverse range of early childhood settings;
• develop students’ knowledge of a range of approaches to the education of young children, enabling the development of personal teaching practices which are culturally relevant;
• develop students’ ability to work effectively with parents and the community, including the articulation of their professional practice; and
• demonstrate commitment to explicit social goals for education, which also include economic and cultural goals.

Admission Requirements
To qualify for admission to the course applicants must normally have successfully completed a two year TAFE Diploma in child studies such as the Diploma of Children's Services (Centre Based-Care); or the Diploma of Community Services (Child Care); or Associate Diploma of Social Sciences (Child Care); or equivalent.

Applicants may be required to attend a selection interview.
Course Duration
The course is currently offered over six semesters on a part-time basis.

Course Structure

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Points</th>
<th>Hours/week Teaching/Partnerships</th>
</tr>
</thead>
<tbody>
<tr>
<td>Semester One</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HEB1020</td>
<td>Language, Education and Culture</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HEB1610</td>
<td>General Studies: Current Research in Early Childhood Education</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HEB1620</td>
<td>General Studies: Developmental Studies 1 (Infant/Toddler)</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HEB2010</td>
<td>Mathematics and Numeracy Education</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>Semester Two</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HEB1630</td>
<td>General Studies: Developmental Studies 2 (3–8yrs)</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HEB2020</td>
<td>Arts and Literacy Education</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HEB3010</td>
<td>Science, Technology and Numeracy</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HEB3020</td>
<td>Curriculum Theory</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>Semester Three</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>HEB1640</td>
<td>General Studies: Administration and Management of Early Childhood Education</td>
<td>15</td>
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<tr>
<td>HEB1650</td>
<td>General Studies: Policy and Practice in Early Childhood Education</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HEB4010</td>
<td>Physical Education, Health and Community</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HEB3040</td>
<td>Inclusive Education</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>Course Total</td>
<td></td>
<td>120</td>
<td>325</td>
</tr>
</tbody>
</table>

Partnerships & Professional Placement
The Bachelor of Arts – Early Childhood Education is a Partnership-based Teacher Education course. Twenty supervised teaching practice days are organised during semester 2 and 3 of the course in a range of early childhood settings including child care and pre-schools. Supervised teaching practice days are in addition to the Project Partnership days in educational settings.

Bachelor of Arts - Youth Studies
Course Code: HBYS

Course Objectives
The aims of the course are to:
- assist workers with young people to extend their understanding of quality service delivery within the changing professional and societal context;
- examine current developments in youth work policy and practice and implications for professionals in the field;
- develop research skills which have direct application within the workplace;
- extend understandings of and facility with computer technologies which extend the information base and service delivery options for practitioners working with young people;
- enhance the knowledge base and skills of those working with young people to enable them to function more effectively in their current practice;
- investigate issues associated with policy development and implementation and to trial approaches to policy formulation;
- identify advantages of and barriers to interagency and interprofessional collaboration in supporting young people; and
- practice interagency/interprofessional collaboration through involvement in community based projects.

Admission Requirements
To qualify for admission to the course applicants must normally possess a Diploma of Social Science (Youth Studies), or equivalent; and be a paid or voluntary practitioner in the youth affairs field.

Course Duration
The course is offered over one year on a full-time basis or part-time equivalent.

Course Structure

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>Semester One</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HEB0060</td>
<td>Professional Collaboration</td>
<td>15</td>
<td>4</td>
</tr>
<tr>
<td>HEB0063</td>
<td>Policy and Civics Education</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HEB4174</td>
<td>Action Research 1</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>Elective 1</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Semester Two</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HEB0064</td>
<td>Social Inquiry, Theory and Research</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HEB4274</td>
<td>Action Research 2</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HEB4282</td>
<td>Youth Policy and Practice 2</td>
<td>15</td>
<td>3</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Course Total</td>
<td></td>
<td>120</td>
<td>325</td>
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</tbody>
</table>

Bachelor of Education - Four Year Pre-Service (P- 12)
Course Code: HBED

Course Objectives
The aims of the course are to:
- offer a four-year pre-service teacher education program for students from diverse educational backgrounds;
- graduate teachers who are competent to teach in both primary and secondary schools;
- graduate competent teachers who participate actively in the teaching, curriculum, administrative and community life of schools;
- graduate teachers with social commitment and critical understanding of the changing nature of society; and
- establish close partnership relations with schools and other community, industry and welfare institutions with similar educational commitments.

Articulation Pathways
The design of the course accommodates those students who seek transfer to or from the course after establishing a need for change of course or career orientation.

While the course is designed as a four-year concurrent program, it can accommodate students who have already completed a first...
Admission Requirements
To qualify for admission to the course applicants must have successfully completed the Victorian Certificate of Education (VCE), or its equivalent, with Units 3 and 4 and a study score of at least 20 for English.

Applicants who do not meet the normal admission requirements but who possess appropriate educational qualifications, work or life experiences which would enable them to successfully undertake the course, will be considered for admission.

Course Duration
The course is offered over four years on a full-time basis or part-time equivalent.

Course Structure

<table>
<thead>
<tr>
<th>Year One</th>
<th>Credit points</th>
<th>Hours/week Teaching/Partnerships</th>
</tr>
</thead>
<tbody>
<tr>
<td>Semester One</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HEB1010 Language, Technology and Education</td>
<td>15</td>
<td>4</td>
</tr>
<tr>
<td>Core General Studies Subject</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>Elective General Studies Subjects</td>
<td>30</td>
<td></td>
</tr>
<tr>
<td>Semester Two</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HEB1020 Language, Technology and Education</td>
<td>15</td>
<td>4</td>
</tr>
<tr>
<td>Core General Studies Subject</td>
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<td>3</td>
</tr>
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<td>Elective General Studies Subjects</td>
<td>30</td>
<td></td>
</tr>
<tr>
<td>Total Year One:</td>
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</tr>
<tr>
<td>Credit Points</td>
<td>120</td>
<td>468</td>
</tr>
<tr>
<td>Hours (including Partnership days)</td>
<td>1,911</td>
<td></td>
</tr>
</tbody>
</table>

Note: Students who have completed studies in a Language Other Than English may replace HEB4020 with HEG1614 Languages Other Than English. Students who have completed appropriate studies in Language and Applied Linguistics may replace HEB4020 with HEG1613 Teaching English as a Second Language.

Core General Studies
Students will select Core General Studies from the following list. Students will select Core General Studies to complement their chosen sequences in Elective General Studies.

<table>
<thead>
<tr>
<th>Core General Studies</th>
<th>Credit points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HEB1010 Literacy and Language</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HEB1200 Numeracy and Mathematics</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HEB1300 Visual Arts and Performance</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HEB1400 Health, Physical and Outdoor Studies</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HEB1500 Social and Scientific Inquiry</td>
<td>15</td>
<td>3</td>
</tr>
</tbody>
</table>

Elective General Studies
The course requires students to complete 180 credit points in Elective General Studies. Students may select Elective General
Studies subjects from the major sequences offered by the School of Education; or from any other course in the University. It is the student's responsibility to organise their Elective Studies in subjects other than those offered by the School of Education.

Footscray Park Campus

At the Footscray Park Campus the School of Education offers the following major sequences of Elective General Studies: Information and Communication Technology; Language and Literary Studies; Visual Art; Social Inquiry; Drama; and Mathematics, which are offered in partnership with other Schools and Departments of the University.

Credit Hours/ week

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Points</th>
<th>Weeks</th>
</tr>
</thead>
<tbody>
<tr>
<td>HEB0070</td>
<td>Introduction to Information and Communication Technologies</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HEB0071</td>
<td>Knowledge Management</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HEB0072</td>
<td>Electronic Communities</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HEB0073</td>
<td>Interactive Multimedia</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HEB0074</td>
<td>Human Communication Technologies</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HEB0075</td>
<td>Interface Design</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HEB0076</td>
<td>System Planning and Support</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HEB0077</td>
<td>Advanced Multimedia</td>
<td>15</td>
<td>3</td>
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</table>

Language and Literary Studies

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Points</th>
<th>Weeks</th>
</tr>
</thead>
<tbody>
<tr>
<td>HEB0040</td>
<td>Language Functions and Analysis 1</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HEB0041</td>
<td>Language Functions and Analysis 2</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HEB0042</td>
<td>Applied Linguistics 1</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HEB0043</td>
<td>Applied Linguistics 2</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HEB0044</td>
<td>Literature in Context 1</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HEB0045</td>
<td>Literature in Context 2</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HEB0046</td>
<td>Approaches to Writing 1</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HEB0047</td>
<td>Approaches to Writing 2</td>
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<td>3</td>
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Social Inquiry

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Points</th>
<th>Weeks</th>
</tr>
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<tbody>
<tr>
<td>HEB0060</td>
<td>Professional Collaboration</td>
<td>15</td>
<td>4</td>
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<tr>
<td>HEB0061</td>
<td>Working with Aboriginal Young People</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HEB0062</td>
<td>Studies of Society and Culture</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HEB0063</td>
<td>Policy and Civics Education</td>
<td>15</td>
<td>3</td>
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<tr>
<td>HEB0064</td>
<td>Social Inquiry, Theory and Research</td>
<td>15</td>
<td>3</td>
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<tr>
<td>HEE2190</td>
<td>Youth and Community Studies 2</td>
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Visual Arts

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Points</th>
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<tbody>
<tr>
<td>HEB0030</td>
<td>Introduction to the Visual Arts 1</td>
<td>15</td>
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<tr>
<td>HEB0031</td>
<td>Introduction to the Visual Arts 2</td>
<td>15</td>
<td>4</td>
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<tr>
<td>HEB0032</td>
<td>Studio Practice</td>
<td>15</td>
<td>4</td>
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<tr>
<td>HEB0033</td>
<td>Computer Aided Art</td>
<td>15</td>
<td>4</td>
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<tr>
<td>HEB0034</td>
<td>Special Project</td>
<td>15</td>
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<tr>
<td>HEB0035</td>
<td>Action Research – Art</td>
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Drama

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<tr>
<td>HPE4600</td>
<td>Drama 2A: Scripted Production</td>
<td>15</td>
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<tr>
<td>HPE4610</td>
<td>Drama Composition</td>
<td>15</td>
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<tr>
<td>HPE4630</td>
<td>Drama 2B: Drama in the Community</td>
<td>15</td>
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<tr>
<td>HPE4640</td>
<td>Contemporary Performing Arts</td>
<td>15</td>
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<tr>
<td>HPE8010</td>
<td>Drama 1A</td>
<td>15</td>
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<tr>
<td>HPE8020</td>
<td>Drama 2B: Production Minor Project</td>
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<tr>
<td>HPE8280</td>
<td>Style and Structure of Theatre</td>
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Mathematics

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<tr>
<td>SCM1611</td>
<td>Applied Statistics 1</td>
<td>15</td>
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<tr>
<td>SCM1612</td>
<td>Applied Statistics 2</td>
<td>15</td>
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<td>SCM1711</td>
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<td>SCM1712</td>
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<td>15</td>
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<tr>
<td>SCM2611</td>
<td>Linear Statistical Models</td>
<td>15</td>
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<tr>
<td>SCM2612</td>
<td>Statistical Forecasting</td>
<td>15</td>
<td>3</td>
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<tr>
<td>SCM2711</td>
<td>Discrete Mathematics</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>SCM2712</td>
<td>Analysis of Continuous Processes</td>
<td>15</td>
<td>3</td>
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<tr>
<td>SCM2913</td>
<td>Optimisation Methods 1</td>
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<tr>
<td>SCM3712</td>
<td>Coding, Cryptography and Computer Security</td>
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<td>SMA1010</td>
<td>Introductory Mathematics</td>
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Melton Campus

The following major sequences in Elective General Studies are offered by the School of Education at the Melton Campus. Students in the Outdoor Education and the Physical Education (Primary) strands will complement their study with a sequence in Language and Literary Studies or Information and Communication Technology (see above).

Outdoor Education

<table>
<thead>
<tr>
<th>Course Code</th>
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<tr>
<td>HEB0050</td>
<td>Introduction to Outdoor Education</td>
<td>15</td>
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<tr>
<td>HEB0051</td>
<td>Safety in the Outdoors</td>
<td>15</td>
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<tr>
<td>HEB0052</td>
<td>Environmental Inquiry</td>
<td>15</td>
<td>2</td>
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<tr>
<td>HEB0053</td>
<td>Leadership in the Outdoors</td>
<td>15</td>
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<tr>
<td>HEB0054</td>
<td>Integration in Outdoor Education</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HEB0055</td>
<td>Environmental Appreciation</td>
<td>15</td>
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<tr>
<td>HEB0056</td>
<td>Philosophy of Outdoor Education</td>
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<tr>
<td>HPE7010</td>
<td>Canoeing</td>
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<tr>
<td>HPE7030</td>
<td>Rock Climbing</td>
<td>10</td>
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<tr>
<td>HPE7050</td>
<td>Cross Country Skiing</td>
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<td>2(2)</td>
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<tr>
<td>HPE7080</td>
<td>Sailing</td>
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<tr>
<td>HPE7090</td>
<td>Adventure Activity</td>
<td>10</td>
<td>3(2)</td>
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<tr>
<td>HPE7092</td>
<td>Adventure Leadership</td>
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<td>3(2)</td>
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<tr>
<td>HPE7100</td>
<td>Bushwalking</td>
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<tr>
<td>HPE7102</td>
<td>Advanced Bushwalking</td>
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<tr>
<td>HPE7110</td>
<td>Ski Touring and Snow Camping</td>
<td>10</td>
<td>2(2)</td>
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<tr>
<td>HPE7115</td>
<td>Expeditions</td>
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Physical Education (for Primary teaching)

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<th>Course Title</th>
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<th>Weeks</th>
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<tbody>
<tr>
<td>HPD1110</td>
<td>Introduction to Physical Education</td>
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<tr>
<td>HPD2100</td>
<td>Paediatric Exercise Science</td>
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<td>2</td>
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<tr>
<td>HPD2110</td>
<td>Physical Activity for Young Children</td>
<td>10</td>
<td>2</td>
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<tr>
<td>HPD2200</td>
<td>Motor Skill Acquisition in Children</td>
<td>10</td>
<td>2</td>
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<tr>
<td>HPD2210</td>
<td>Physical Activity for Late Childhood</td>
<td>10</td>
<td>2</td>
</tr>
<tr>
<td>HPD3100</td>
<td>Physical Activity for Adolescence</td>
<td>10</td>
<td>2</td>
</tr>
<tr>
<td>HPD3200</td>
<td>Contemporary Issues in Teaching</td>
<td>10</td>
<td>2</td>
</tr>
<tr>
<td>HPE1126</td>
<td>Social Basis of Health</td>
<td>15</td>
<td>3</td>
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<tr>
<td>HPE3124</td>
<td>Growth and Development</td>
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<tr>
<td>HPE3222</td>
<td>First Aid</td>
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<tr>
<td>HPL3025</td>
<td>Aquatic Activity A</td>
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Partnerships & Professional Placement

The Bachelor of Education is a Partnership-based Teacher Education course. Partnerships between schools and the University provide the context in which students will learn the practice and theory of education. Normally student teachers will work in schools and other educational settings for part of each week throughout the course. In Year 4 of the course students will have an extended placement in a school.

Bachelor of Education (Post-Registration) (Year 4)

Course Code: HBE1P

Course Objectives

The aim of the course is to enable teachers who possess the three-year Diploma of Teaching, or equivalent, to complete their undergraduate degree in Education. The course is based on action research. Full-time, part-time replacement or emergency teachers in project groups will focus their action research on their school and community-based classroom, curriculum and organisational work.
Admission Requirements
To qualify for admission to the course applicants must have successfully completed a three-year Diploma of Teaching, or equivalent.

Course Duration
The course is offered over one year on a full-time basis or part-time equivalent.

Course Structure
Full-time students will participate in six to eight hours of seminar-based classes each week. An additional 10 hours per week are occupied with participation in a school or community based project. Students work in small groups in a school (or similar) setting on an applied educational task.

The School of Education welcomes enquiries from a group of teachers from a single school or cluster of schools who wish to pursue a specific project in their professional development.

Credit Hours/points week

<table>
<thead>
<tr>
<th>Semester One</th>
<th>Hours/points</th>
<th>week</th>
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<tbody>
<tr>
<td>HEB4170 Action Research in Education 1</td>
<td>15</td>
<td>4</td>
</tr>
<tr>
<td>HEB4180 Curriculum Policy and Practice 1</td>
<td>15</td>
<td>4</td>
</tr>
<tr>
<td>HEB4190 Curriculum in the Primary School 1</td>
<td>15</td>
<td>6</td>
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<tr>
<td>HEB4160 School Experience 7</td>
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<table>
<thead>
<tr>
<th>Semester Two</th>
<th>Hours/points</th>
<th>week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HEB4270 Action Research in Education 2</td>
<td>15</td>
<td>4</td>
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<tr>
<td>HEB4280 Curriculum Policy and Practice 2</td>
<td>15</td>
<td>4</td>
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<tr>
<td>HEB4290 Curriculum in the Primary School 2</td>
<td>15</td>
<td>6</td>
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<tr>
<td>HEB4260 School Experience 8</td>
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</table>

Course Total: 120 604

# = Number of days at 6 hours per day.

Bachelor of Education
(Nyema Studies)

Course Code: HXNS5

Incorporating —

Bachelor of Education
(Nyema Studies)

Bachelor of Arts
(Nyema Studies)

Diploma of Community Services
- Youth Work

Associate Diploma of Arts
- Recreation/ Fitness Leadership

Certificate in Occupational Studies
- Social and Community Services

Course Objectives
The Program has been developed in partnership with the Echuca Aboriginal community to provide a responsive, yet fully accredited program of University study for students from Echuca and surrounding areas.

The Bachelor of Education (Nyema Studies) is strongly influenced by the Bachelor of Education P-12 already offered at the Melton and Footscray Park campuses and meets the qualification requirements for teaching in Victorian Government schools. The Program is organised around three strands of study and offers multiple articulated pathways and exit points. Students will be eligible to apply for the following qualifications upon successful completion of the corresponding full year of study.

Year 1:
Certificate in Occupational Studies – Social and Community Services

Year 2:
Associate Diploma of Arts – Recreation/Fitness Leadership
or
Diploma of Community Services – Youth Work

Year 3:
Bachelor of Arts (Nyema Studies)

Year 4:
Bachelor of Education (Nyema Studies)

The course will provide:
• opportunities for Indigenous Australians to participate in, direct and manage suitable education programs;
• education and training for a new generation of Indigenous Australians enabling greater access to the nation’s cultural, political and educational formation;
• staged articulated pathways to employment for Indigenous Australians in their local community, in other Aboriginal communities and in the wider Australian community;
• competent teachers who meet the guidelines for employment in Victorian schools;
• initial education for graduates who wish to work in the sports and recreation industry or the youth and community service industry;
• access to post-graduate education for graduates, so that they may pursue positions of academic and educational leadership; and
• opportunities for future and existing University programs to be informed by the practices and knowledge generated through this program.

Course Duration
The Bachelor of Education (Nyema Studies) is offered over four years on a full-time basis or part-time equivalent.

Admission Requirements
To qualify for admission to the course applicants must have successfully completed the Victorian Certificate of Education (VCE), with units 3 and 4 and a study score of at least 20 for English, or an equivalent.

Applicants who do not meet the normal admission requirements but who possess appropriate educational qualifications, work or life experiences which would enable them to successfully undertake the course, will be considered for admission.

The School of Education may normally grant credit transfers and Recognition of Prior Learning for up to 50% of a course. Applicants who apply to enter the course with TAFE qualifications will normally be granted transfer credits for up to two years of the program.

Course Structure
The Bachelor of Education (Nyema Studies) requires students to complete two years of Education and Curriculum Studies including studies in the eight Key Learning Areas for generalist primary teaching. Additional studies will enable the students to complete a sub-major sequence of study in Koori Studies, and a
major sequence of study in social education or physical education for teaching. Students will participate in 150 days of Community Partnerships throughout the course, including at least 40 days in secondary teaching and 50 days in primary teaching.

The Bachelor of Arts (Nyerna Studies) requires students to complete a major in either Sport and Recreation studies or in Youth and Community Studies, and a sub-major in Koori Culture and Knowledge. Students will also complete a major sequence in Education and Curriculum studies. Students will participate in at least 90 days of Community Partnerships which are designed to enable students to undertake extensive practical activities, including field placements and school experience.

### Year One (Common Program for all students)

<table>
<thead>
<tr>
<th>Semester One</th>
<th>Credit points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>AXS1013 Koori Knowledge and Culture 1</td>
<td>10</td>
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<tr>
<td>HEE1180 Learning &amp; Communication (including 10 days Community Partnerships)</td>
<td>10</td>
<td>5</td>
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<tr>
<td>HEE1190 Youth and Community Studies 1</td>
<td>20</td>
<td>4</td>
</tr>
<tr>
<td>HPL1185 Introduction to Recreation &amp; Fitness</td>
<td>10</td>
<td>3</td>
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<tr>
<td>HPL3075 Water Safety &amp; Lifesaving or Teaching Swimming</td>
<td>10</td>
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<tr>
<td>Semester Two</td>
<td></td>
<td></td>
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<tr>
<td>AXS1014 Koori Knowledge and Culture 2</td>
<td>10</td>
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<tr>
<td>HEE1181 Language Development (including 10 days Community Partnerships)</td>
<td>10</td>
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<td>HEE1191 Community Development &amp; Young People</td>
<td>20</td>
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<td>HPL1216 Physical Growth and Development</td>
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<td>HPS1170 Physical Activity Programs</td>
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<tr>
<td>Total Year One: Community Partnerships days:</td>
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</table>

### Year Two

Students study core subjects in Education and Curriculum and Koori Culture and Knowledge and choose a specialist pathway in either Youth and Community Studies (Pathway 1) or Sport and Recreation Studies (Pathway 2).

#### Pathway One: Youth and Community Studies

<table>
<thead>
<tr>
<th>Semester One</th>
<th>Credit points</th>
<th>Hours/week</th>
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<tbody>
<tr>
<td>AXS2013 Koori Culture and Knowledge 3</td>
<td>10</td>
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<tr>
<td>HEE2180 Mathematics Learning (including 15 days Community Partnerships)</td>
<td>10</td>
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<tr>
<td>HEE2190 Youth and Community Studies 3</td>
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<td>3</td>
</tr>
<tr>
<td>HEE2191 Case Management and Group Work</td>
<td>10</td>
<td>3</td>
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<tr>
<td>HEE2192 Policy Development</td>
<td>10</td>
<td>3</td>
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<tr>
<td>HEE2193 Managing an Agency 1</td>
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<tr>
<td>Semester Two</td>
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<tr>
<td>AXS2014 Koori Culture &amp; Knowledge 4</td>
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<tr>
<td>HEE2181 Policy and Practice (including 15 days Community Partnerships)</td>
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<tr>
<td>HEE2194 Youth and Community Studies 3</td>
<td>10</td>
<td>3</td>
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<tr>
<td>HEE2195 Information &amp; Organisation Systems</td>
<td>10</td>
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<td>HEE2196 Social &amp; Political Economics</td>
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<tr>
<td>Total Year Two (Pathway 1): Community Partnerships days:</td>
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#### Pathway Two: Sport and Recreation Studies

<table>
<thead>
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<th>Credit points</th>
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<tr>
<td>AXS2013 Koori Culture and Knowledge 3</td>
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<td>HEE2180 Mathematics Learning (including 15 days Community Partnerships)</td>
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<td>HPR0121 Disability Awareness</td>
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<td>HPS1140 Exercise and Sports Science 1</td>
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<tr>
<td>AXS2014 Koori Culture &amp; Knowledge 4</td>
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<tr>
<td>HEE2181 Policy and Practice (including 15 days Community Partnerships)</td>
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<td>HPR2003 Management Practice in Recreation</td>
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<td>HPI2226 Customer Services, Marketing &amp; Media Relations</td>
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<td>HPL3900 Outdoor Recreation</td>
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#### Pathway Three

Students study core subjects in Education and Curriculum and Koori Culture and Knowledge and choose a specialist pathway in either Youth and Community Studies (Pathway 1) or Sport and Recreation Studies (Pathway 2) or Physical Education (Pathway 3).

<table>
<thead>
<tr>
<th>Semester One</th>
<th>Credit points</th>
<th>Hours/week</th>
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<tbody>
<tr>
<td>AXS3013 Koori Culture &amp; Knowledge 5</td>
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<tr>
<td>HEE3180 Curriculum Knowledge 1</td>
<td>20</td>
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<tr>
<td>HEE3181 Program Development (including 20 days Community Partnerships)</td>
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<tr>
<td>HEB4181 Youth Policy and Practice 1</td>
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<td>AXS3014 Koori Culture &amp; Knowledge 6</td>
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<td>HEE3182 Curriculum Knowledge 2</td>
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<tr>
<td>HEE3183 Educational Change (including 20 days Community Partnerships)</td>
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<tr>
<td>HEB4174 Action Research 1</td>
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<td>Total Year Three (Pathway 1): Community Partnerships days:</td>
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#### Pathway Two: Sport and Recreation Studies

<table>
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<td>HEE3181 Program Development (including 20 days Community Partnerships)</td>
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<td>HPB3031 Financial Management in Recreation</td>
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</tr>
<tr>
<td>Semester Two</td>
<td></td>
<td></td>
</tr>
<tr>
<td>AXS3014 Koori Culture &amp; Knowledge 6</td>
<td>10</td>
<td>3</td>
</tr>
<tr>
<td>HEE3182 Curriculum Knowledge 2</td>
<td>20</td>
<td>2</td>
</tr>
<tr>
<td>HEE3183 Educational Change (including 20 days Community Partnerships)</td>
<td>20</td>
<td>4</td>
</tr>
<tr>
<td>HPS7032 Club Administration and Volunteerism</td>
<td>10</td>
<td>3</td>
</tr>
<tr>
<td>Total Year Three (Pathway 2): Community Partnerships days:</td>
<td>120 312</td>
<td></td>
</tr>
</tbody>
</table>

#### Pathway Three: Physical Education Studies

<table>
<thead>
<tr>
<th>Semester One</th>
<th>Credit points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>AXS3013 Koori Culture &amp; Knowledge 5</td>
<td>10</td>
<td>3</td>
</tr>
<tr>
<td>HEE3180 Curriculum Knowledge 1</td>
<td>20</td>
<td>2</td>
</tr>
<tr>
<td>HEE3181 Program Development (including 20 days Community Partnerships)</td>
<td>20</td>
<td>4</td>
</tr>
<tr>
<td>HPD2200 Motor Skill Acquisition in Children</td>
<td>10</td>
<td>3</td>
</tr>
<tr>
<td>Semester Two</td>
<td></td>
<td></td>
</tr>
<tr>
<td>AXS3014 Koori Culture &amp; Knowledge 6</td>
<td>10</td>
<td>3</td>
</tr>
<tr>
<td>HEE3182 Curriculum Knowledge 2</td>
<td>20</td>
<td>2</td>
</tr>
<tr>
<td>HEE3183 Educational Change (including 20 days Community Partnerships)</td>
<td>20</td>
<td>4</td>
</tr>
<tr>
<td>HPD3200 Contemporary Issues in Teaching Physical Education</td>
<td>10</td>
<td>3</td>
</tr>
<tr>
<td>Total Year Three (Pathway 3): Community Partnerships days:</td>
<td>120 312</td>
<td></td>
</tr>
</tbody>
</table>
Year Four (Common Program for all students)

**Semester One**

- HEE4180 Collaborative Action Research 1  
  *(including 10 days Community Partnerships)*  
  20 3
- HEE4181 Educational Organisation 1  
  20 4
- HEE4182 Curriculum and Planning 1  
  20 4

**Semester Two**

- HEE4183 Collaborative Action Research 2  
  *(including 50 days Community Partnerships)*  
  20 3
- HEE4184 Educational Organisation 2  
  20 4
- HEE4185 Curriculum and Planning 2  
  20 4

Total Year Four: 120 286

Total Community Partnerships days: 40

*Suggested Activity Subjects for Pathway Two, Year Two*

- HPE5100 Netball  
  10 3
- HPE5110 Basketball  
  10 3
- HPE5140 Soccer  
  10 3
- HPE5170 Cricket  
  10 3
- HPE6130 Track & Field  
  10 3
- HPE6270 Tennis  
  10 3
- HPE7010 Canoeing  
  10 3
- HPE7070 Snow Skiing  
  10 3
- HPE7080 Sailing  
  10 3
- HPE7092 Adventure Leadership  
  10 3
- HPE7100 Bushwalking  
  10 3

**Professional Placement**

Professional placement is a fundamental component of the Bachelor of Education (Nyerna Studies) and the Bachelor of Arts – Nyerna Studies and is located within the Education and Curriculum Studies sequence of study. It will normally include Community Partnerships in educational settings, enterprise activities and youth, community, sports and recreation programs. Students will participate in a wide range of educational and related activities in schools, industry and other locations.

**Professional Recognition**

The Bachelor of Education (Nyerna Studies) will normally enable graduates to be generalist primary teachers in schools, to teach Australian studies, Koori programs, social education or primary physical education, or work in a wide range of other settings. Other general studies sequences may be developed as required.

Year 1, 2 and 3 articulated pathways and exit points offer opportunities for students to be employed in wide range of roles in the youth and community service industry or the sports and recreation industry. Specific accreditation may also be sought for activities undertaken as part of the program, including St John Ambulance Level 2 Workplace First Aid, AustSwim, etc. depending on the subjects studied.
School of Health Sciences

The School of Health Sciences aims both to enhance post-secondary educational opportunities and to expand vocational opportunity, particularly for those who live and work in the western metropolitan region. This will be achieved by progressively offering a range of courses designed to facilitate the access of students across a range of educational levels to educational programs which are professionally and educationally oriented. Three major disciplines are represented in the School of Health Sciences; these are Osteopathic Medicine, Paramedic Sciences, and Chinese Medicine.

Curriculum and teaching approaches adopted by the School include encouraging students to define their learning needs and to take responsibility for their learning. The School also aims to foster students’ personal, professional and educational growth and development.

Courses are developed in consultation with staff within the University, with members of the professions, accrediting authorities and members of the community to ensure the relevance and quality of courses.

Course Offerings

In 2002 the School of Health Sciences will offer the following undergraduate courses:

<table>
<thead>
<tr>
<th>Non Award Courses</th>
<th>Full-time</th>
<th>Part-time</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Aid in the Workplace Certificates Level 1 &amp; 2</td>
<td>C</td>
<td>Y</td>
</tr>
<tr>
<td>Certificate in Advanced Airway Management (Pre-Hospital)</td>
<td>C,O</td>
<td>Y</td>
</tr>
<tr>
<td>Certificate in Advanced Airway Management</td>
<td>C,O</td>
<td>Y</td>
</tr>
<tr>
<td>Certificate in Emergency Intravenous Therapy (Pre-Hospital)</td>
<td>C,O</td>
<td>Y</td>
</tr>
<tr>
<td>Certificate in Venipuncture and Venous Cannulation</td>
<td>C,O</td>
<td>Y</td>
</tr>
<tr>
<td>Certificate in Emergency Intravenous Therapy</td>
<td>C,O</td>
<td>Y</td>
</tr>
<tr>
<td>Certificate in Advanced Life Support (Pre-Hospital)</td>
<td>C,O</td>
<td>Y</td>
</tr>
<tr>
<td>Certificate in Advanced Life Support</td>
<td>C,O</td>
<td>Y</td>
</tr>
<tr>
<td>Certificate in Semi Automatic External Defibrillation</td>
<td>C</td>
<td>Y</td>
</tr>
</tbody>
</table>

Award Courses

Bachelor of Health Science
- Clinical Dermal Therapies | J | n/a | Y |
- Natural Medicine | S,I | Y | Y |
- Paramedic (3yr pre-service) | S | Y | n/a |
- Paramedic (1yr conversion) | O | Y | Y |
- Chinese Medicine | S | Y | n/a |

Bachelor of Science
- Clinical Sciences (Osteopathy) | C | Y | n/a |

*Campus C=City Flinders J=City King O=Off campus S=St Albans

Non-Award Courses

First Aid in the Workplace Certificate Level I & II

Course Objectives
The aim of these courses is to provide people with an understanding and the skills necessary for the provision of basic first aid management to a sick or injured person in an emergency situation.

Admission Requirements
There are no minimum admission requirements.

Course Duration
First Aid Level One Certificate
The course comprises 6 hours of full-time study or part-time equivalent.
First Aid Level Two Certificate
The course comprises 24 hours of full-time study or part-time equivalent.

Course Structure
The Certificates are offered concurrently. The first six hours of the Level Two Certificate comprises the Level One First Aid Certificate.

The courses are presented as either a three day full-time; one day a week, nightly or daily, of three hours duration; or as arranged to suit the needs of the individual groups or organisation.

The subjects undertaken are:
HFC1107 First Aid in the Workplace 1 6 hours
HFC1108 First Aid in the Workplace 2 24 hours

Certificate in Advanced Airway Management

Course Objectives
The aims of the courses are to:
• assist health professionals to review, develop and extend their understanding of emergency management of the airway;
• allow health professionals the ability to further develop their skills of advanced airway management in an outside hospital emergency setting;
• review and perfect Basic Life Support procedures;
• provide health professionals with the practical ability to provide advanced airway management in an emergency setting; and
• identify the complications of endotracheal intubation.

Admission Requirements
To qualify for admission to the course applicants must normally be:
(e) an ambulance officer or paramedic;
(f) a registered medical practitioner;
(g) a registered nurse (Division 1);
(h) a graduate of a health science or science degree program who can demonstrate the need to undertake the certificate; or
(i) a health professional who can demonstrate the need to undertake the Certificate.
Course Duration
The course comprises 26 hours of full-time study or part-time equivalent.

Course Structure

<table>
<thead>
<tr>
<th>Course</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>HFC1104 Airway Management</td>
<td>3</td>
</tr>
<tr>
<td>HFC1105 Advanced Airway Management</td>
<td>10</td>
</tr>
<tr>
<td>HFC1106 Integration of Advanced Airway Management</td>
<td>13</td>
</tr>
<tr>
<td>Total Hours:</td>
<td>26</td>
</tr>
</tbody>
</table>

Credit and Advanced Standing
On completion of the Certificate in Advanced Airway Management, paramedics will be able to apply for credit in the Elective Unit of the Bachelor of Health Science – Paramedic. Other professionals may be able to apply for advanced standing or credit in other University courses. General practitioners completing the program as part of the RACGP CEP program are not required to complete the 13 hours of clinical practice.

Course Regulations
Students must attend all sessions and successfully complete all required assessments. Students who do not achieve this will not be eligible to receive the Certificate.

Certificate in Venipuncture and Venous Cannulation

Course Objectives
The aims of the course are:
- assist health professionals to develop and then extend their understanding of venepuncture and intravenous cannulation;
- allow health professionals the opportunity to further develop their skills of venepuncture and cannulation in an emergency setting; and
- provide health professionals with the practical ability to implement intravenous therapy in an emergency setting.

Admission Requirements
To qualify for admission to the course applicants must normally be:
- an ambulance officer or paramedic;
- a registered medical practitioner;
- a registered nurse (Division 1);
- a graduate of a health science or science degree program; or
- a professional who can demonstrate the need to undertake the certificate.

Course Duration
The course comprises 6 hours of full-time study or part-time equivalent.

Course Structure
Students will undertake HFC1101 Venepuncture and Cannulation which is presented as a one-day 6-hour course.

Certificate in Emergency Intravenous Therapy

Course Objectives
The aims of the course are:
- assist health professionals to develop and then extend their understanding of venepuncture and intravenous cannulation;
- allow health professionals the opportunity to further develop their skills of venepuncture and cannulation in an emergency setting; and
- provide health professionals with the practical ability to implement intravenous therapy in an emergency setting.

Admission Requirements
To qualify for admission to the course applicants must normally be:
- an ambulance officer or paramedic;
- a registered medical practitioner;
- a registered nurse (Division 1);
- a graduate of a health science or science degree program; or
- a professional who can demonstrate the need to undertake the certificate.

Course Duration
The course comprises 26 hours of full-time study or part-time equivalent.
Course Structure
The Certificate in Emergency Intravenous Therapy is a two day program of six and seven hours duration. Students will also undertake a self arranged clinical component of 13 hours.

Hours
HFC1101 Venepuncture and Cannulation 6
HFC1102 Emergency Intravenous Therapy 7
HFC1103 Integration of Emergency IV Therapy 13
Total Hours: 26

Credit and Advanced Standing
On completion of the Certificate in Emergency Intravenous Therapy, paramedics will be able to apply for credit in the Elective Unit of the Bachelor of Health Science – Paramedic. Other professionals may be able to apply for advanced standing or credit in other University courses.

Certificate in Emergency Intravenous Therapy (Pre-Hospital)

Course Objectives
The course aims to qualify competent ambulance paramedics to the current practicing standards of the Victorian Advanced Life Support program. The program responds to the specific requirements of the ambulance paramedic who will be able to complete the ALS competencies and then further evaluate, question and challenge current practices. Apart from expanding the ambulance paramedic’s knowledge base, the course will promote an awareness of wider pre-hospital issues.

Admission Requirements
To qualify for admission to the course applicants must normally:
(a) hold an Associate Diploma or Diploma in Paramedics; and
(b) have a minimum of 1 years’ experience as a qualified paramedic; and
(c) be currently employed in the area of pre-hospital emergency care.

Applicants who do not meet the normal admission requirements may be admitted upon evidence that demonstrates appropriate professional and/or vocational experience.

Course Duration
The course comprises 78 hours of full-time study or part-time equivalent.

Course Structure

Hours
HFC1101 Venepuncture and Cannulation 6
HFC1102 Emergency Intravenous Therapy 7
HFC1103 Integration of Emergency IV Therapy 13
HFC1204 Paramedic Foundations of Intravenous Therapy 52
Total Hours: 78

Course Regulations
Students must attend all sessions and successfully complete all required assessments. Students who do not achieve this will not be eligible to receive the Certificate.

Certificate in Advanced Life Support (Pre-Hospital)

Incorporating -
Certificate in Advanced Life Support

Course Objectives
The courses aim to qualify competent ambulance paramedics to the current practicing standards of the Victorian Advanced Life Support program. The courses respond to the specific requirements of the ambulance paramedic who will be able to complete the ALS competencies and then further evaluate, question and challenge current practices. Apart from expanding the ambulance paramedic’s knowledge base, the course will promote an awareness of wider pre-hospital issues.

Admission Requirements
To qualify for admission to the courses applicants must normally:
(a) hold an Associate Diploma or Diploma in Paramedics; and
(aa) have a minimum of 1 years’ experience as a qualified paramedic; and
(bb) be currently employed in the area of pre-hospital emergency care.

Applicants who do not fulfils the normal admission requirements may be admitted upon evidence that demonstrates appropriate professional and/or vocational experience.

Course Duration

Certificate in Advanced Life Support
The Certificate in Advanced Life Support comprises 26 hours of full-time study or part-time equivalent.

Certificate in Advanced Life Support (Pre-Hospital)
The Certificate in Advanced Life Support (Pre-Hospital) comprises 78 hours of full-time study or part-time equivalent.

Course Structure

Hours
HFC1113 Science of Life Support 6
HFC1114 Advanced Life Support 7
HFC1115 Integration of Life Support 13
Total Hours: 26
HFC1113 Science of Life Support 6
HFC1114 Advanced Life Support 7
HFC1115 Integration of Life Support 13
HFC1203 Paramedic Foundations of Advanced Life Support 39
Total Hours: 65

Course Regulations
Students must attend all sessions and successfully complete all required assessments. Students who do not achieve this will not be eligible to receive the Certificates.

Certificate in Semi Automatic External Defibrillation

Course Objectives
This course has been designed for members of the general public who, in their workplace, may be required to use a Semi
Automatic External Defibrillator, or for a person whose certificate has expired and who requires reaccreditation.

**Admission Requirements**
To qualify for admission to the course applicants must hold a current Level 2 First Aid Certificate; or equivalent.

**Course Duration**
The course comprises 7 hours of full-time study or part-time equivalent.

**Course Structure**
Students will undertake HPC1110 Certificate in Semi Automatic External Defibrillation which is presented as a one-day 7-hour course.

---

**Award Courses**

**Bachelor of Health Science - Clinical Dermal Therapies**

Course Code: HBCD

**Course Objectives**
The aims of the course are to:
- provide an opportunity for qualified Beauty Therapists to establish and develop knowledge and skills in advanced dermal therapy treatments;
- instruct appropriately qualified practitioners with safe and effective therapies to supplement their existing practice and enhance the health of the client;
- provide a pathway to Degree level for Diploma of Beauty Therapy students;
- enhance career options for those Beauty Therapists working in the field; and
- establish an educational benchmark for the practice of Clinical Dermal Therapies.

**Admission Requirements**
To qualify for admission to the course applicants must have completed the Diploma of Beauty Therapy, or equivalent, and have a minimum of one years’ work experience in the field.

**Course Duration**
The course is offered over two years on a part-time basis.

**Course Structure**
Classes are conducted over three semesters each year, one day a week.

<table>
<thead>
<tr>
<th>Year</th>
<th>Credit Points</th>
<th>Hours/Week</th>
</tr>
</thead>
<tbody>
<tr>
<td>One</td>
<td></td>
<td></td>
</tr>
<tr>
<td>APU3001 Psychological Issues</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HHD3000 Health Science 1</td>
<td>25</td>
<td>6</td>
</tr>
<tr>
<td>HHD3002 Health Science 2</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HHD3110 Dermal Techniques 1</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>HHD3220 Dermal Techniques 2</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>Two</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Three</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Year One:</td>
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</tr>
<tr>
<td>Credit Points</td>
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</tr>
<tr>
<td>Hours</td>
<td>234</td>
<td></td>
</tr>
</tbody>
</table>

**Bachelor of Health Science - Natural Medicine**

Course Code: HBMN

**Course Objectives**
The aims of the course are to:
- augment skills and knowledge of health practice in relation to critical reflection and research;
- provide an education which further develops the individual’s personal, professional and intellectual growth;
- enable graduates to broaden their understanding of the physical, socio-economic and psychological factors impacting upon health; and
- enable graduates to articulate into higher degree pathways.

**Admission Requirements**
To qualify for admission to the course applicants must have a Diploma or Advanced Diploma in natural medicine, complementary therapies; or equivalent in a related area. In addition to this, applicants would normally be expected to be practising in the field of natural medicine, complementary therapies or an equivalent related field.

**Course Duration**
The course is offered on a one-year full-time basis or part-time equivalent.

**Course Structure**

<table>
<thead>
<tr>
<th>Year</th>
<th>Credit Points</th>
<th>Hours/Week</th>
</tr>
</thead>
<tbody>
<tr>
<td>One</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HHN0011 Philosophical Concepts in Natural Medicine</td>
<td>12</td>
<td>3</td>
</tr>
<tr>
<td>HHN0012 Ethical and Legal Issues</td>
<td>14</td>
<td>6</td>
</tr>
<tr>
<td>HHN0013 Research Skills</td>
<td>14</td>
<td>6</td>
</tr>
<tr>
<td>HHN0014 Developing Pharmacological Understanding in Natural Medicine Practice</td>
<td>20</td>
<td>8</td>
</tr>
<tr>
<td>Two</td>
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<td></td>
</tr>
<tr>
<td>Three</td>
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<td></td>
</tr>
<tr>
<td>Total Semester Two:</td>
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<td>299</td>
</tr>
<tr>
<td>Course Total:</td>
<td>120598</td>
<td></td>
</tr>
</tbody>
</table>
Articulation Pathways and Credit

Students who successfully complete the course will be eligible to apply for credit towards the Graduate Diploma in Western Herbal Medicine and Graduate Diploma in Complementary Therapies. In turn, completion of either of the Graduate Diplomas provides eligibility for entry to the Master of Health Science by Coursework.

Bachelor of Health Science - Paramedic (3 yr Pre-service)

Course Code: HXPA

Course Objectives

The aims of the course are to:
• identify and manage the physical, psychological and psychosocial needs of a patient undergoing paramedic assessment, treatment and/or transport;
• examine current developments in prehospital paramedic practice and their implications for paramedics;
• provide the student with professional skills, techniques and knowledge for safe, efficient and effective operation of medical equipment and procedures in a pre-hospital environment;
• prepare the student to function effectively and safely as a health team member in a prehospital and medical environment;
• develop and apply biopsychosocial processes relevant to paramedic practice;
• develop the use of problem solving techniques in the planning and implementation of prehospital emergency care; and
• explore aspects of the moral, ethical, legal, social, economic and political implications of providing paramedic practice.

Admission Requirements

To qualify for admission to the course applicants must normally have successfully completed the Victoria Certificate of Education (VCE), with Units 3 and 4 and a study score of at least 20 in English, or equivalent. Preference will be given to applicants who have successfully completed biology, physics or mathematics.

Applicants who do not meet the normal admission requirements but who possess appropriate educational qualifications, work or life experiences which would enable them to successfully undertake the course, will be considered for admission.

Course Duration

The course is offered over three years on a full-time basis or part time equivalent, as demand requires.

Course Structure

The Bachelor of Health Science – Paramedic is a multi exit program offering graduates the opportunity to exit with one of the following awards after successfully completing the appropriate year(s) of study:

Year 1: Diploma of Health Science - Emergency Care
Year 2: Advanced Diploma of Health Science - Paramedic
Year 3: Bachelor of Health Science - Paramedic

Students who complete HFB1801 Out of Hospital Practice and HFB1802 Prehospital Clinical in Semester One of Year One will be eligible for the following certificates:

Australia
Certificate II in Health Science – Patient Transport Attendant
International:
Certificate II in Health Science – Emergency Care.

The following course structure may be varied to accommodate clinical placement and the requirements of different international and local organisations.

<table>
<thead>
<tr>
<th>Year</th>
<th>Semester One</th>
<th>Semester Two</th>
<th>Credit</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Year One</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Semester One</strong></td>
<td>HFB1101 Fundamentals of Paramedicine 1</td>
<td>HFB1203 Paramedic Practice 1</td>
<td>15</td>
<td>4</td>
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<tr>
<td></td>
<td>HFB1102 Paramedic Sciences 1</td>
<td>HFB1204 Paramedic Clinical 1</td>
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<tr>
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<td>HFB1801 Out of Hospital Practice</td>
<td>HFB1205 Fundamentals of Paramedicine 2</td>
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<td>4</td>
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<tr>
<td></td>
<td>HFB1802 Prehospital Clinical</td>
<td>HFB1206 Paramedic Sciences 2</td>
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<td><strong>Total Year One:</strong></td>
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<td><strong>Year Two</strong></td>
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<td></td>
<td></td>
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<tr>
<td><strong>Semester One</strong></td>
<td>HFB2100 Paramedic Practice 2</td>
<td>HFB2204 Paramedic Practice 3</td>
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<tr>
<td></td>
<td>HFB2101 Paramedic Clinical 2</td>
<td>HFB2205 Paramedic Internship</td>
<td>20</td>
<td>9</td>
</tr>
<tr>
<td></td>
<td>HFB2102 Fundamentals of Paramedicine 3</td>
<td>HFB2206 Fundamentals of Paramedicine 4</td>
<td>15</td>
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<tr>
<td></td>
<td>HFB2103 Paramedic Sciences 3</td>
<td>HFB2207 Paramedic Sciences 4</td>
<td>10</td>
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<td><strong>Total Year Two:</strong></td>
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<td></td>
<td>120</td>
<td>500</td>
</tr>
<tr>
<td><strong>Year Three</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Semester One</strong></td>
<td>HFB3101 Professional Basis of Paramedic Practice</td>
<td>HFB3101 Professional Basis of Paramedic Practice</td>
<td>15</td>
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<tr>
<td></td>
<td>HFB3201 Integration of Paramedic Practice</td>
<td>HFB3201 Integration of Paramedic Practice</td>
<td>15</td>
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<tr>
<td></td>
<td>HFB3301 Issues In Prehospital Health Service Delivery</td>
<td>HFB3301 Issues In Prehospital Health Service Delivery</td>
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<tr>
<td></td>
<td>HFB3401 Prehospital Ethics and Legal Issues</td>
<td>HFB3401 Prehospital Ethics and Legal Issues</td>
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<td><strong>Semester Two</strong></td>
<td>HFB3501 Research in Paramedic Practice</td>
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<td><strong>Total Year Three:</strong></td>
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<td>360</td>
<td>1,325</td>
</tr>
</tbody>
</table>

Course Regulations

The following should be read in conjunction with the Faculty Regulations detailed earlier in this Handbook, and the University Statutes and Regulations.

Academic Progression

To pass the course students must normally attain a minimum cumulative total of 50% in theory units and a grade of S in the clinical/internship subjects.

Unsatisfactory Progress

A student may be asked to show cause why she/he should not be excluded from the course if she/he fails to complete the course within six calendar years (on a full time basis), or seven calendar years (on a full-time/part-time basis).
Bachelor of Health Science - Paramedic (1 yr Conversion)

Course Code: HBPA

Course Objectives
The aims of the course are to:
• provide a route to a degree qualification in paramedic practice for qualified paramedics who currently hold an Associate Diploma or equivalent;
• examine current developments in paramedic practice and their implications for paramedics;
• enhance the knowledge base and ability of paramedics enabling them to function more effectively in their current practice;
• further develop and apply bio-psychosocial processes relevant to paramedic practice;
• develop the use of problem solving techniques in the planning and implementation of prehospital emergency care;
• apply a research approach relevant to graduates present practice;
• explore aspects of the moral, ethical, legal, social, economic and political implications of providing paramedic practice; and
• acquire sound reasoning to be used when confronted with complex ethical dilemmas.

Admission Requirements
To qualify for admission to the course applicants must:
(cc) have an Associate Diploma of Health Science (Ambulance Officer), Diploma of Health Science (Paramedic), or equivalent; and/or
(dd) be eligible for registration as a paramedic by the relevant body within the applicants state or country of residence; and
(ee) have a minimum of one years' post-qualification experience.

Course Duration
The course is offered over one year on a full or part-time basis, as demand requires.

Course Structure

<table>
<thead>
<tr>
<th>Semester One</th>
<th>Full-time Mode</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>HFB3111</td>
<td>Professional Basis of Paramedic Practice 1</td>
<td>15 3</td>
<td></td>
</tr>
<tr>
<td>HFB3301</td>
<td>Issues in Prehospital Health Service Delivery</td>
<td>15 3</td>
<td></td>
</tr>
<tr>
<td>HFB3401</td>
<td>Prehospital Ethical and Legal Issues Elective A</td>
<td>20 3</td>
<td></td>
</tr>
<tr>
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<td>Course Total:</td>
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<table>
<thead>
<tr>
<th>Semester Two</th>
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</thead>
<tbody>
<tr>
<td>HFB3122</td>
<td>Professional Basis of Paramedic Practice 2</td>
<td>15 3</td>
</tr>
<tr>
<td>HFB3211</td>
<td>Integration of Paramedic Practice 1</td>
<td>15 4</td>
</tr>
<tr>
<td>HFB3501</td>
<td>Research in Paramedic Practice Elective B</td>
<td>20 3</td>
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<th>Part-time Mode</th>
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<tbody>
<tr>
<td>HFB3111</td>
<td>Professional Basis of Paramedic Practice 1</td>
<td>15 39</td>
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<tr>
<td>HFB3122</td>
<td>Professional Basis of Paramedic Practice 2</td>
<td>15 39</td>
<td></td>
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<td>HFB3211</td>
<td>Integration of Paramedic Practice 1</td>
<td>15 52</td>
<td></td>
</tr>
<tr>
<td>HFB3301</td>
<td>Issues in Prehospital Health Service Delivery</td>
<td>15 26</td>
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Year Two
<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
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<tbody>
<tr>
<td>HFB3401 Prehospital Ethical and Legal Issues</td>
<td>20 39</td>
</tr>
<tr>
<td>HFB3501 Research in Paramedic Practice</td>
<td>20 39</td>
</tr>
<tr>
<td>Elective A</td>
<td>10 26</td>
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<tr>
<td>Elective B</td>
<td>10 39</td>
</tr>
<tr>
<td>Course Total:</td>
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</table>

Course Regulations
The following should be read in conjunction with the Faculty Regulations detailed earlier in this Handbook, and the University Statutes and Regulations.

Academic Progression
To pass the course students must normally attain a minimum cumulative total of 50% in theory units and a grade of S in the clinical/internship subjects.

Unsatisfactory Progress
A student may be asked to show cause why she/he should not be excluded from the course if she/he fails to complete the course within six calendar years.

Bachelor of Health Science - Chinese Medicine

Course Code: HBCM Common Year
HBAT Acupuncture Stream
HBHE Chinese Herbal Medicine Stream
(For students commencing 2001 onwards)

Course Objectives
The course aims to:
• provide students with training in Acupuncture, Chinese Herbs and Chinese Bodywork;
• provide students with comprehensive Chinese Medical skills and the opportunity to specialise in either Acupuncture or Chinese Herbs;
• ensure that graduates are safe and competent in the practice of Chinese Medicine;
• provide students with quality clinical experience in local hospitals and complementary health clinics, from year one of the program;
• provide students the option of undertaking a clinical internship placement in an appropriate hospital setting in China or other countries; and
• provide opportunities for research and higher studies in Chinese Medicine on the completion of their undergraduate degree.

Admission Requirements
To qualify for admission to the course applicants must have satisfactorily completed the Victorian Certificate of Education (VCE), or equivalent, with a study score of at least 20 in Units 3 and 4 English. It is also desirable, but no essential, that applicants have completed VCE level studies in biology, chemistry, psychology, or Asian studies.

Applicants who do not meet the normal admission requirements but who possess appropriate educational qualifications, or work experience, which would enable them to successfully undertake the course, will be considered for admission.

Course Structure
All students will study both Acupuncture and Chinese Herbal Medicine throughout the four years of the program. At the
completion of the first year, students will nominate either Acupuncture or Chinese Herbal Medicine as their preferred major stream. Every effort will be made to ensure that stream preferences are realised, subject to the availability of places.

<table>
<thead>
<tr>
<th>Year One</th>
<th>Semester One</th>
</tr>
</thead>
<tbody>
<tr>
<td>HHT1001</td>
<td>Introduction to Chinese Medical Literacy  12 4</td>
</tr>
<tr>
<td>HHT1002</td>
<td>Fundamentals of Chinese Medicine  22 8</td>
</tr>
<tr>
<td>HHT1003</td>
<td>Qi Gong for Chinese Medicine Practitioners  82</td>
</tr>
<tr>
<td>HHT1004</td>
<td>University Skills for Chinese Medicine Studies  10 3</td>
</tr>
<tr>
<td>SBM1515</td>
<td>Anatomy and Physiology 1  84</td>
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<table>
<thead>
<tr>
<th>Year Two</th>
<th>Semester One</th>
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<tbody>
<tr>
<td>HHT2001</td>
<td>Fundamental Herbal Formulas  10 4</td>
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<tr>
<td>HHT2002</td>
<td>Acupuncture Point Dynamics and Jing Luo Theory  8 3</td>
</tr>
<tr>
<td>HHT2003</td>
<td>Chinese Medical Diagnosis and Pathogenesis  12 6</td>
</tr>
<tr>
<td>HHT2004</td>
<td>Tui Na and Chinese Medical Bodywork Techniques  6 2</td>
</tr>
<tr>
<td>SBM2515</td>
<td>Surface Anatomy  4 2</td>
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<tr>
<td>SBM2575</td>
<td>Phytopharmaceutics  4 2</td>
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<table>
<thead>
<tr>
<th>Year Three</th>
<th>Semester One</th>
</tr>
</thead>
<tbody>
<tr>
<td>HHT3001</td>
<td>Internal Medicine  16 6</td>
</tr>
<tr>
<td>HHT3002</td>
<td>Major Classics - Nei Jing  12 3</td>
</tr>
<tr>
<td>SBM3515</td>
<td>Clinical Pharmacology and Pathophysiology  8 6</td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>Year Four</th>
<th>Semester One</th>
</tr>
</thead>
<tbody>
<tr>
<td>HHT4001</td>
<td>Case Conferences and Clinical Issues  6 2</td>
</tr>
<tr>
<td>HHT4002</td>
<td>Research Methods for Chinese Medicine  8 3</td>
</tr>
<tr>
<td>HHT4003</td>
<td>Chinese Medical Specialties  8 3</td>
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<table>
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<tr>
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<th>Hours/week</th>
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<tbody>
<tr>
<td>120664</td>
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<table>
<thead>
<tr>
<th>Acupuncture Stream</th>
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</thead>
<tbody>
<tr>
<td>HHT3001: Chinese Medicine Micro-Systems  6 2</td>
</tr>
<tr>
<td>HHT3002: Acupuncture Therapeutic Applications  8 3</td>
</tr>
<tr>
<td>HHT3003: Acupuncture Clinical Practice  10 6</td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>Chinese Herbal Medicine Stream</th>
</tr>
</thead>
<tbody>
<tr>
<td>HHT1001: Chinese Herbal Medicine Practice  10 3</td>
</tr>
<tr>
<td>HHT1002: Advanced Clinical Practice 1: Chinese Herbal Medicine  14 6</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Year Three</th>
<th>Semester Two</th>
</tr>
</thead>
<tbody>
<tr>
<td>HHT3001</td>
<td>Internal Medicine  16 6</td>
</tr>
<tr>
<td>HHT3003</td>
<td>Counselling Skills for Chinese Medical Practice  8 4</td>
</tr>
<tr>
<td>HHT3004</td>
<td>Clinical Pharmacology for Chinese Medical Practice  10 3</td>
</tr>
<tr>
<td>SBM3525</td>
<td>Clinical Pathophysiology  8 4</td>
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</table>

<table>
<thead>
<tr>
<th>Acupuncture Stream</th>
</tr>
</thead>
<tbody>
<tr>
<td>HHT3002: Acupuncture Therapy  8 3</td>
</tr>
<tr>
<td>HHT3004: Acupuncture Clinical Practice  10 6</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Chinese Herbal Medicine Stream</th>
</tr>
</thead>
<tbody>
<tr>
<td>HHT1001: Chinese Herbal Medicine Practice  10 3</td>
</tr>
<tr>
<td>HHT1002: Advanced Clinical Practice 2: Chinese Herbal Medicine  10 6</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Year Three</th>
<th>Semester Two</th>
</tr>
</thead>
<tbody>
<tr>
<td>HHT3001</td>
<td>Chinese Medical Micro-Systems  6 2</td>
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<tr>
<td>HHT3002</td>
<td>Acupuncture Therapeutic Applications  8 3</td>
</tr>
<tr>
<td>HHT3003</td>
<td>Acupuncture Clinical Practice  10 6</td>
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<table>
<thead>
<tr>
<th>Chinese Herbal Medicine Stream</th>
</tr>
</thead>
<tbody>
<tr>
<td>HHT1001: Chinese Herbal Medicine Practice  10 3</td>
</tr>
<tr>
<td>HHT1002: Advanced Clinical Practice 2: Chinese Herbal Medicine  10 6</td>
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</table>

<table>
<thead>
<tr>
<th>Plus one of the following streams</th>
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<tbody>
<tr>
<td>Acupuncture Stream</td>
</tr>
<tr>
<td>HHT3001: Internal Medicine  16 6</td>
</tr>
<tr>
<td>HHT3002: Major Classics - Nei Jing  12 3</td>
</tr>
<tr>
<td>SBM3515: Clinical Pharmacology and Pathophysiology  8 6</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Chinese Herbal Medicine Stream</th>
</tr>
</thead>
<tbody>
<tr>
<td>HHT1001: Chinese Herbal Medicine Practice  10 3</td>
</tr>
<tr>
<td>HHT1002: Advanced Clinical Practice 1: Chinese Herbal Medicine  14 6</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Year Four</th>
</tr>
</thead>
<tbody>
<tr>
<td>HHT4001</td>
</tr>
<tr>
<td>HHT4002</td>
</tr>
<tr>
<td>HHT4003</td>
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<table>
<thead>
<tr>
<th>Acupuncture Stream</th>
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<tbody>
<tr>
<td>HHT4001: Treatments of Musculo-Skeletal Disorders  8 3</td>
</tr>
<tr>
<td>HHT4002: Chinese Medical Specialties: Acupuncture  10 3</td>
</tr>
<tr>
<td>HHT4003: Acupuncture Clinical Internship  1  20 104*</td>
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<table>
<thead>
<tr>
<th>Chinese Herbal Medicine Stream</th>
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</thead>
<tbody>
<tr>
<td>HHT4001: Major Classics: Shang Han Lun and Wen Bing  5 2</td>
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<tr>
<td>HHT4002: Chinese Medical Gynecology: Herbal Medicine  8 3</td>
</tr>
<tr>
<td>HHT4003: Chinese Medical Pediatrics and Dermatology: Herbal Medicine  5 2</td>
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<tr>
<td>HHT4004: Herbal Clinical Internship 1  20104*</td>
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<table>
<thead>
<tr>
<th>Year Four</th>
<th>Semester Two</th>
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<tbody>
<tr>
<td>HHT4001</td>
<td>Case Conferences and Clinical Issues  6 20*</td>
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<tr>
<td>HHT4004</td>
<td>Professional Issues for Chinese Medical Practice  840*</td>
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<tr>
<td>HHT4005</td>
<td>Chinese Medicine Acute Interventions  8 40*</td>
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<table>
<thead>
<tr>
<th>Acupuncture Stream</th>
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<tbody>
<tr>
<td>HHT4004: Schools of Thought in Acupuncture  8 20*</td>
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<tr>
<td>HHT4005: Acupuncture Clinical Internship 2  30 208*</td>
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<thead>
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<tbody>
<tr>
<td>HHT4005: Schools of Thought in Chinese Herbal  208*</td>
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Bachelor of Health Science - Traditional Chinese Medicine (Chinese Herbal Medicine)

Course Code: HBCH
(For continuing students only)

**Course Structure**

<table>
<thead>
<tr>
<th>Year Two</th>
<th>Credit Points</th>
<th>Hours/semester</th>
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<tbody>
<tr>
<td>Semester One</td>
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<tr>
<td>HHC2128 Pharmacy and Clinical Practice (CM)</td>
<td>18</td>
<td>65</td>
</tr>
<tr>
<td>HHH2138 Formulas and Strategies</td>
<td>12</td>
<td>58.5</td>
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<tr>
<td>HHH2148 Chinese Massage</td>
<td>12</td>
<td>65</td>
</tr>
<tr>
<td>HHH2154 Chinese Medical Pathology and Diagnosis</td>
<td>10</td>
<td>84.5</td>
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<tr>
<td>SBM2570 Phytopharmaceutics</td>
<td>8</td>
<td>39</td>
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<tr>
<td>SBM2721 Human Biomedicine</td>
<td>8</td>
<td>32.5</td>
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<tr>
<td>Semester Two</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HHC2128 Pharmacy and Clinical Practice (CM)</td>
<td>15</td>
<td>65</td>
</tr>
<tr>
<td>HHH2138 Formulas and Strategies</td>
<td>16</td>
<td>84.5</td>
</tr>
<tr>
<td>HHI2114 Research Design and Methodology for TCM Practitioners</td>
<td>8</td>
<td>52</td>
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<tr>
<td>SBM2570 Phytopharmaceutics</td>
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<td>SBM2722 Human Biomedicine</td>
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<tr>
<td>Total Year Two:</td>
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<td>682.5</td>
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**Year Three**

| Semester One |             |               |
| HHC3164 Advanced Clinical Practice (CM) | 18 | 65 |
| HHH3014 Major Classics – Nei Jing | 10 | 26 |
| HHH3118 Internal Medicine | 22 | 104 |
| SBM3554 Clinical Pathophysiology | 6 | 78 |
| SBM3564 Clinical Pharmacology | 4 | 26 |
| Semester Two |             |               |
| HHC3258 Advanced Clinical Practice (CM) | 15 | 65 |
| HHH3118 Internal Medicine | 18 | 84.5 |
| HHH3214 Major Classics - Shang Han | 10 | 32.5 |
| HHP3534 Counselling Skills for TCM Practitioners | 7 | 52 |
| SBM3554 Clinical Pathophysiology | 6 | 78 |
| SBM3564 Clinical Pharmacology | 4 | 26 |
| Total Year Three: | 120 | 637 |

**Year Four**

| Semester One |             |               |
| HHI4114 Major Classics – Wen Bing | 10 | 26 |
| HHH4154 Chinese Medical Dermatology | 6 | 26 |
| HHC4184 Clinical Internship (CM) | 24 | 117 |
| HHH4164 Chinese Medical Gynaecology | 10 | 45.5 |
| HHT4114 Emergency Medicine | 10 | 52 |
| Semester Two |             |               |
| HHT4124 Professional Issues | 10 | 52 |
| HHC4284 Clinical Internship (CM) | 34 | 200 |
| HHH4234 Schools of Thought in TCM | 10 | 48 |
| HHH4214 Chinese Medical Paediatrics | 6 | 32.5 |
| Total Year Four: | 120 | 599 |
| Course Total: | 480 | 2,432 |
Bachelor of Science - Clinical Sciences

Course Code: HBOS

Course Objectives
The aims of the course are to:

• prepare graduates for entry into the Master of Health Science – Osteopathy course at the completion of which graduates will be eligible to apply for registration as an osteopath;

• prepare competent primary health care practitioners who are able to apply osteopathic principles to formulate and prescribe suitable and safe management of patients;

• provide an education which contributes to the individual’s personal, professional and intellectual growth;

• enable graduates to assess the health status of the patient, including physical, socio-economic and psychological factors; and

• develop communication skills related to the patient and the ability to interact with other health care providers and advisers for the benefit of the patient.

Admission Requirements
To qualify for admission to the course applicants must normally have completed the Victorian Certificate of Education (after not more than two attempts), or equivalent, with a pass or better in English, Chemistry, Biology, and either Physics or a branch of Mathematics. Applicants over the age of 21 who have not attempted an approved year 12 course in the three years prior to application may apply to enter the course.

Applicants may be required to attend an interview at which they need to demonstrate knowledge of and motivation towards the profession of osteopathy.

Course Structure

<table>
<thead>
<tr>
<th>Year One</th>
<th>Credit</th>
<th>Hours/points/week</th>
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</thead>
<tbody>
<tr>
<td>Semester One</td>
<td>HHA1229 Anatomy 1</td>
<td>16 5</td>
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<tr>
<td>HHM1419 Biomechanics 1</td>
<td>3 2</td>
<td></td>
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<tr>
<td>HHO1529 Osteopathic Science 1</td>
<td>19 7</td>
<td></td>
</tr>
<tr>
<td>HHP1329 Physiology 1</td>
<td>12 3</td>
<td></td>
</tr>
<tr>
<td>HU1129 Clinical Practicum 1</td>
<td>5 3</td>
<td></td>
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<tr>
<td>SBF1719 Biochemistry 1 (Osteopathy)</td>
<td>5 3</td>
<td></td>
</tr>
<tr>
<td>Semester Two</td>
<td>HHA1229 Anatomy 1</td>
<td>16 5</td>
</tr>
<tr>
<td>HHD1729 Professional Ethics</td>
<td>2 1</td>
<td></td>
</tr>
<tr>
<td>HHO1529 Osteopathic Science 1</td>
<td>19 7</td>
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<tr>
<td>HHU1129 Clinical Practicum 1</td>
<td>12 3</td>
<td></td>
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<tr>
<td>SBF1719 Biochemistry 1 (Osteopathy)</td>
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<tr>
<td>SBF1738 Cell Structure and Function</td>
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<td>Total Year One:</td>
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<tr>
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<th>Credit</th>
<th>Hours/points/week</th>
</tr>
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<tbody>
<tr>
<td>Semester One</td>
<td>HHA2249 Anatomy 2</td>
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<tr>
<td>HHC2819 Biomechanics 1</td>
<td>3 2</td>
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<tr>
<td>HHM2429 Biomechanics 2</td>
<td>4 2</td>
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<td>HHO2549 Osteopathic Science 2</td>
<td>15 7</td>
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<tr>
<td>HHU129 Clinical Practicum 2</td>
<td>12 77*</td>
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<tr>
<td>SBF2739 Biochemistry 2 (Osteopathy)</td>
<td>6 2</td>
<td></td>
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</table>

Clinical Training
For registration as an Osteopath, students must have completed the minimum clinical subject attendance requirements over the combined Bachelor of Science – Clinical Sciences and Master of Health Science – Osteopathy courses. Completion of the Bachelor of Science – Clinical Sciences course alone does not make graduates eligible for registration as Osteopaths.

Teaching clinics operate 50 weeks per year, and students will be required to attend clinical sessions on a rotation basis outside of semester hours to maintain a public service and provide continuity of patient care.

School Regulations

Disciplinary Fails
A student who has been awarded a fail in a subject on disciplinary grounds, e.g. for cheating, may not enrol in any further subjects in any major sequence of which the subject forms a part without the permission of the Faculty Progress Committee.
School of Human Movement, Recreation and Performance

The School of Human Movement, Recreation and Performance offers a range of courses from Degree to Doctoral level, with courses in Human Movement, Physical Education, Performance Studies, Recreation Management, Sports Administration, Human Performance, Recreation/Fitness Leadership, Ageing Disability and Recreation Management, Exercise and Sports Sciences, Exercise for Rehabilitation, Sport Business, Sport and Culture, Recreation and Sports Management, and Loss and Grief Counselling. Courses are designed to allow students to apply the knowledge gained in class in field experience placements. Graduates from the courses have been successful in careers covering a range of work opportunities. They have gained prominent positions within Australia and overseas, in government and private enterprise at levels ranging from program leaders to Chief Executive Officers.

The School has developed some of the most comprehensive and sophisticated facilities in Australia for engaging in teaching, research and community service. These facilities enable the School to provide a wide range of academic, vocational and service programs which include exercise and rehabilitation, health, sports psychology, sport history, sociology of sport and philosophy exercise/ethics, motor learning, exercise physiology, performance making, human movement, physical education, recreation management, gerontology and biomechanics.

Course Offerings

In 2002 the School of Human Movement, Recreation and Performance will offer the following undergraduate courses:

<table>
<thead>
<tr>
<th>Course Offerings</th>
<th>*Campus</th>
<th>Full-time</th>
<th>Part-time</th>
</tr>
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<tbody>
<tr>
<td><strong>Short Course/Non Award Courses</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fitness Instructor Module</td>
<td>F</td>
<td>n/a</td>
<td>Y</td>
</tr>
<tr>
<td>Aerobic Module</td>
<td>F</td>
<td>n/a</td>
<td>Y</td>
</tr>
<tr>
<td>Core Unit (Vic Fit)</td>
<td>F</td>
<td>n/a</td>
<td>Y</td>
</tr>
<tr>
<td>Aqua Module</td>
<td>F</td>
<td>n/a</td>
<td>Y</td>
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Bachelor of Applied Science (Honours)

Course Code: HBHM

(For continuing students only)

Course Structure

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<th>Credit Points</th>
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<td>HPE3121 Athletics</td>
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<td>HPE3124 Growth and Development</td>
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<td>HPE3126 Exercise Prescription</td>
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<td>General Electives</td>
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Total Year Three: 120 468
Course Total: 3601,417

Bachelor of Applied Science - Human Movement

Course Code: HBHU

(For students commencing 2001 onwards)

Course Objectives

The aims of the course are to:
- provide a balanced exposure to all academic areas of human movement;
- provide an opportunity for students to know and appreciate the comprehensive integrated body of knowledge of human movement;
- provide, in addition to inter-disciplinary core studies, an opportunity for students to tailor electives to specific vocational human movement career paths;
- produce human movement professionals who are dedicated to serving individual and community needs and who do so in accordance with best professional practice;
- provide the opportunity for students to understand and appreciate human movement as it is influenced by a variety of political, social, economic, cultural, biological and technological factors; and
• produce human movement professionals who not only adapt to the changing needs of industry, commerce and community, but who also take the lead in addressing issues (e.g. disability, integration, health) and promoting institutional and social change in accord with social justice initiatives.

**Admission Requirements**

To qualify for admission to the course an applicant must have successfully completed the Victorian Certificate of Education (VCE), or equivalent, with a pass in Units 3 and 4 English.

Applicants who do not meet the normal entry requirements, but who possess appropriate educational qualifications, work or life experience which would enable them to successfully undertake the course, will be considered for admission.

**Course Duration**

The course is offered over three years on a full-time basis or part-time equivalent.

**Course Structure**

<table>
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<tr>
<th>Year One</th>
<th>Credit Hours/points</th>
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<td>HPE1137 Foundations of Knowledge in Human Movement and Physical Education</td>
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**General Electives**

Elective credit points may be used to tailor the course to suit particular vocational, professional or personal needs. Specialist streams in the course are available in the following areas: exercise and sport science, fitness industry, health, sport management, and social-cultural studies. Students will be advised of available elective subjects within the course. Students may also choose electives from any other higher education course offered by the University, as approved by the Course Coordinator. One (1) elective contact hour is equal to four (4) credit points.

**Career Opportunities**

The Bachelor of Applied Science - Human Movement degree opens up many different career opportunities. Graduates can be expected to obtain positions in sports management and administration, fitness testing and leadership, coaching, facility management, community health, rehabilitation, and exercise and sports sciences.

For those intending to pursue a career in physical education in secondary schools, the Bachelor of Applied Science-Physical Education (Secondary) or the Bachelor of Applied Science-Physical Education and Physics (Secondary), or equivalent must be completed prior to application for admission to the Graduate Diploma in Secondary Education.

**Bachelor of Applied Science - Human Movement/Bachelor of Psychology**

**Course Code:** HBHP

**Course Objectives**

This course aims to:

• equip students with ‘people-oriented’ knowledge and skills within the fields of sport, fitness, health and rehabilitation, and biomedical sciences;

• prepare Human Movement professionals by providing a balanced, multi-disciplinary approach to sport, exercise, health and physical education studies; and

• prepare graduates for entry into studies which satisfy the academic requirements for professional accreditation with the Victorian Psychologist’s Registration Board;

**Admission Requirements**

To qualify for admission to the course, applicants must have successfully completed the Victorian Certificate of Education (VCE), or equivalent, with a pass in Units 3 and 4 and a study score of 20 in English.

Applicants who do not meet the normal entry requirements, but who possess appropriate educational qualifications, work or life...
experience which would enable them to successfully undertake the course, will be considered for admission.

**Course Duration**
The course is offered over four years on a full-time basis or part-time equivalent.

**Course Structure**

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<td>HPE3132 Career and Professional Development Placement 2: Programming, Planning and Management</td>
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**Bachelor of Applied Science - Physical Education (Secondary)**

**Course Code:** HBPY

**Course Objectives**
The aims of the course are to:
- provide a balanced exposure to all academic areas of Physical Education;
- provide an opportunity for students to know and appreciate the comprehensive integrated body of knowledge of Physical Education;
- provide an inter-disciplinary education, vocationally oriented to Physical Education;
- produce Physical Education specialists who are dedicated to the serving of individual and community needs and who do so in accordance with best professional practice;
- provide the opportunity for students to understand and appreciate Physical Education as it is influenced by a variety of political, social, economic, cultural, biological and technological factors; and
- produce Physical Education professionals who take the lead in addressing issues and promoting institutional and social change in accordance with social justice initiatives.

**Admission Requirements**
To qualify for admission to the course applicants must have successfully completed the Victorian Certificate of Education (VCE), or equivalent, with a pass in Units 3 and 4 and a score of at least 20 in English.

Applicants who do not meet the normal entry requirements, but who possess appropriate educational qualifications, work or life experience which would enable them to successfully undertake the course, will be considered for admission.

**Course Duration**
The course is offered over three years on a full-time basis or part-time equivalent.

**Course Structure**

<table>
<thead>
<tr>
<th>Year One</th>
<th>Credit points</th>
<th>Hours/week</th>
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</thead>
<tbody>
<tr>
<td>Semester One</td>
<td>HPE1122 History of Sport and Physical Education</td>
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<td>HPE1132 Sport Psychology</td>
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</table>
Bachelor of Applied Science - Physical Education and Physics

Course Code: HBHS

(Course availability in 2002 subject to final accreditation)

**Course Objectives**

The aims of the course are to:

- to provide a balanced exposure to all academic areas of Physical Education and to specific areas of science, namely Physics and Mathematics;
- to provide an opportunity for students to know and appreciate the comprehensive body of knowledge of Physical Education in general, and Physics and Mathematics in particular;
- to provide an inter-disciplinary education, vocationally oriented to Physical Education (with Physics and Mathematics as sub-majors) or other bio-science related fields;
- to produce Physical Education/Physics professionals who are dedicated to serving individual and community needs and who do so in accordance with best professional practice;
- to provide an opportunity for students to understand and appreciate physical education and science-related institutions and practices as they are influenced by a variety of technological, biological, economic, social-cultural and ethical factors;
- to produce Physical Education/Physics professionals who not only adapt to the changing needs of industry, commerce and community, but who also take the lead in addressing issues and advocating social change in light of social justice initiatives.

**Admission Requirements**

To qualify for admission to the course applicants must have successfully completed the Victorian Certificate of Education (VCE), or equivalent, with a pass in Units 3 and 4 and a score of at least 20 in English.

Applicants who do not meet the normal entry requirements, but who possess appropriate educational qualifications, work or life experience which would enable them to successfully undertake the course, will be considered for admission.

**Course Duration**

The course is offered over three years on a full-time basis or part-time equivalent.

**Course Structure**

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<td>Total Year One</td>
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<td>507</td>
</tr>
</tbody>
</table>

| Year Two                                                             |               |            |
| Semester One                                                         |               |            |
| HPE1201 Measurement and Evaluation                                   | 10            | 3          |
| HPE2121 Introduction to Biomechanics of Human Movement               | 10            | 2          |
| HPE2122 Introduction to Exercise Physiology                          | 10            | 4          |
| HPE2128 Sport and Australian Society                                 | 9             | 3          |
| HPE3122 Human Movement, Sport and Ethics                              | 9             | 3          |
| Elective                                                             | 12            | 3          |
| Semester Two                                                         |               |            |
| HPE3124 Growth and Development                                       | 12            | 3          |
| HPE3125 International Physical Education and Sport                   | 12            | 3          |
| Electives                                                            | 36            | 9          |
| Total Year Two                                                       | 120           | 442        |

| Year Three                                                           |               |            |
| Semester One                                                         |               |            |
| HPE3124 Growth and Development                                       | 12            | 3          |
| HPE3127 Aquatics                                                     | 11            | 3          |
| HPE2133 Graduating Project                                           | 12            | 3          |
| HPE3280 Team Sports                                                  | 12            | 3          |
| Electives                                                            | 36            | 9          |
| Total Year Three                                                     | 120           | 390        |
| Course Total                                                         | 360           | 1339       |

**General Electives**

Elective credit points are available principally for the development of a second teaching method. One (1) elective hour has a value of four (4) credit points. Students will be advised of recommended and available subjects to satisfy the requirements of respective teaching methods.

**Career Opportunities**

Graduates of this course will have a guaranteed pathway into the Victoria University Graduate Diploma in Secondary Education (Secondary). Alternatively, students can exit with a Bachelor of Applied Science – Physical Education where employment prospects exist in areas such as exercise and sport sciences, fitness and health, exercise rehabilitation and coaching.

**Professional Recognition**

The course is recognised by the Directorate of School Education (Victoria) after completion of the Graduate Diploma in Secondary Education.
Bachelor of Arts - Performance Studies

Course Code: HBPW

Course Objectives
The Bachelor of Arts – Performance Studies concentrates on the production and analysis of innovative, cross-disciplinary performance, providing a foundation in the practice and theory of contemporary dance and drama. The teaching of composition and the making of new work is developed through practice in improvisation, voice and movement in conjunction with theoretical subjects which examine the social, political and cultural relevance of performance in contemporary society. It aims to produce autonomous thinkers, makers and performers who can combine both discursive and bodily practices.

Admission Requirements
To qualify for admission to the course applicants must have successfully completed the Victorian Certificate of Education (VCE), or equivalent, with a pass in Units 3 and 4 English. Applicants who do not meet the normal admission requirements but who possess appropriate educational qualifications, work or life experiences which would enable them to successfully undertake the course, will be considered for admission.

Course Duration
The course is offered over three years on a full-time basis.

Course Structure

| Year One | Semester One |
|--------------------------------------------------|
| HPW1090 Introduction to Technology 1: Lighting | 6 | 2 |
| HPW1170 Movement & Voice 1 | 13 | 4 |
| HPW1190 Foundation Performance | 30 | 8 |
| HPW3210 Contemporary Performance/ Theory or HPW3260 The Body and Representation | 11 | 3 |

| Year One | Semester Two |
|--------------------------------------------------|
| HPW1270 Movement & Voice 2 | 13 | 4 |
| HPW1280 Performance Project 1 | 24 | 7 |
| HPW1290 Introduction to Technology 2: Sound | 6 | 2 |
| HPW1390 Introduction to Technology 3: Video | 6 | 2 |
| HPW3190 Psychoanalysis & Phenomenology or HPW3250 Performance and Identity | 11 | 3 |

Total Year One: 120 455

| Year Two | Semester One |
|--------------------------------------------------|
| HPW2130 Performance Composition 1 | 14 | 5 |
| HPW2180 Performance Project 2 | 24 | 7 |
| HPW2240 Technique B | | |
| HPW2150 Performance Histories or HPW3230 Structures of Performance | 11 | 3 |
| Semester Two |
| HPW2140 Technique A | 11 | 3 |
| HPW2230 Performance Composition 2 | 14 | 5 |
| HPW2280 Performance Project 3 | 24 | 7 |
| HPW3210 Contemporary Performance/ Theory or HPW3260 The Body and Representation | 11 | 3 |

Total Year Two: 120 468

| Year Three | Semester One |
|--------------------------------------------------|
| HPW3140 Technique C | 11 | 3 |
| HPW3170 Research for Performance | 14 | 3 |
| HPW3180 Performance Project 4 | 24 | 7 |
| HPW3190 Psychoanalysis & Phenomenology or HPW3250 Performance & Identity | 11 | 3 |
| Semester Two |
| HPW2150 Performance Histories or HPW3230 Structures of Performance | 11 | 3 |
| HPW3240 Technique D | 11 | 3 |
| HPW3280 Graduating Seminar | 14 | 3 |
| HPW3290 Performance Practica | 24 | 7 |

Total Year Three: 120 416

Course Total: 360 1,339

Career Opportunities
The course provides exposure to a broad range of performance functions and frameworks and enables graduates to work in company or community performing groups; as freelance performers, in private or public teaching, writing or initiating their own projects.

Bachelor of Arts - Performance and Multimedia

Course Code: HBPC

Course Objectives
The course aims to:
• provide a balanced exposure to all academic and professional areas of contemporary multimedia and performance making and their inter-relationships;
• increase students’ critical awareness and understanding of new media, contemporary performance, and their inter-relationships;
• develop, consolidate, and refine students’ compositional and technical skills in performance and multimedia production, including improvisation; voice; movement; web-design and authoring; animation; digital sound design; graphics; file formatting, compression, and cross-platform production;
• to produce multi-skilled performance and multimedia makers who can adapt to the changing needs of industry, commerce, and community, taking the lead in addressing the social and artistic issues that are arising in the post-modern, electronic world.

Admission Requirements
To qualify for admission to the course applicants must have successfully completed the Victorian Certificate of Education (VCE), or equivalent, with a pass in Units 3 and 4 and a score of at least 20 in English.

Applicants who do not meet the normal entry requirements, but who possess appropriate educational qualifications, work or life experience which would enable them to successfully undertake the course, will be considered for admission.

Course Duration
The course is offered over three years on a full-time basis.

Course Structure

| Year One | Semester One | ACM1001 Multimedia 1A | 15  | 4 |
|          |              | ACM1004 Design for Multimedia | 15  | 4 |
|          |              | HPW1170 Movement & Voice 1 | 15  | 4 |
|          |              | HPW1190 Foundation Performance | 15  | 8 |
|          | Semester Two | ACM1002 Multimedia B | 15  | 4 |
|          |              | ACM1003 Animation for Multimedia | 15  | 4 |
|          |              | HPW1270 Movement & Voice 2 | 15  | 4 |
|          |              | HPW1110 Structures of Performance | 15  | 3 |
|          |              | HPW2150 Performance Histories | 15  | 3 |
|          | Total Year One: | 120 | 455 |
| Year Two | Semester One | ACM2001 Multimedia 2A | 15  | 4 |
|          |              | HPW2180 Performance Project 1 | 15  | 7 |
|          |              | HPW2130 Performance Composition 1 | 15  | 5 |
|          |              | HPW1220 Psychoanalysis and Phenomenology | 15  | 3 |
|          | Semester Two | ACM2002 Multimedia 2B | 15  | 4 |
|          |              | HPW2180 Performance Project 2 | 15  | 7 |
|          |              | HPW2230 Performance Composition 2 | 15  | 5 |
|          |              | HPW3110 Contemporary Performance | 15  | 3 |
|          |              | HPW3250 Performance & Identity | 15  | 3 |
|          | Total Year Two: | 120 | 494 |
| Year Three | Semester One | ACM3001 Multimedia 3A | 15  | 4 |
|          |              | HPW2280 Performance Project 3 | 15  | 7 |
|          |              | HPW3100 Research for Performance | 15  | 3 |
|          |              | HPW1110 Structures of Performance | 15  | 3 |
|          | Semester Two | ACM3002 Multimedia 3B | 15  | 4 |
|          |              | HPW3200 Graduating Seminar | 15  | 3 |
|          |              | HPW3240 Technique D | 15  | 3 |
|          |              | HPW3290 Performance Practica | 15  | 7 |
|          | Total Year Three: | 120 | 442 |
|          | Course Total: | 360 | 1,391 |

Bachelor of Arts - Fitness Leadership
Course Code: HBDF

(For continuing students only)

Course Structure

| Year Two | Semester One | HPL1215 Applied Physiology | 14  | 4 |
|          |              | HPL2176 Field Experience: Leadership | 7  | 1* |
|          |              | HPL3095 Teaching Swimming | 6  | 2 |
|          |              | HPL3127 Resistance Training 1 | 10  | 3 |
|          |              | HPR0121 Disability Awareness | 10  | 3 |
|          |              | Open Elective | 9  | 3 |
|          | Total Year Two: | 120 | 468 |

| Year Three | Semester One | HPL2214 Advanced Communication Skills | 10  | 3 |
|           | HPL2226 Customer Services – Marketing and Media Relations | 10  | 3 |
|           | HPL2290 Resistance Training 2 | 10  | 2 |
|           | HPR2003 Management Practice in Recreation | 10  | 3 |
|           | HPL3125 Walking and Running | 6  | 2 |
|           | Open Elective | 9  | 3 |
|           | Elective Activity | 9  | 3 |
|           | Elective Course | 76 hours of field placement. |
|           | Total Year Three: | 120 | 569 |

| Semester Total | Course Total: | 360 | 1,569 |

Specialist Core Subjects
Students will undertake two (2) specialist core subjects, one (1) in each semester of year three. The specialist core subjects offered are:

| Year Three | Semester One | HPL2230 Field Experience and Contemporary Issues and Trends in Fitness | 21  | 3* |
|           | HPL3230 Recreation Industry Development | 9  | 3 |
|           | HPL3235 Advanced Leadership | 9  | 3 |
|           | HPL3240 Social Ecology | 9  | 3 |
|           | Specialist Core Subject | 9  | 3 |
|           | Elective Activity | 9  | 3 |
|           | Plus 114 hours of field placement. |
|           | Total Year Three: | 120 | 569 |

| Semester Total | Course Total: | 360 | 1,569 |

Specialist Core Subjects

| Credit Hours/ week |
|---------------------|----------------|
| 9  | 3 |
| 9  | 3 |
| 9  | 3 |
Bachelor of Arts - Recreation Leadership

Course Code: HBRL

Course Objectives
This three-year course provides education and training for persons who will be delivering recreation services to the community in a variety of settings. An underlying intention for the delivery of recreation services is the enhancement of a healthy lifestyle for individuals and the general community.

The course will provide graduates with the necessary skills, abilities and knowledge to undertake recreation leadership responsibilities by being able to assess the individual/community requirements and to deliver the services in a safe, supportive and equitable manner.

Students enrolled in the recreation major have the opportunity to choose a number of outdoor studies electives which can lead to a substantial sequence in outdoor adventure leadership.

Admission Requirements
To qualify for admission to the course applicants must have successfully completed the Victorian Certificate of Education (VCE), with a pass in Units 3 and 4 English.

Applicants who do not meet the normal admission requirements but who possess appropriate educational qualifications, work or life experiences which would enable them to successfully undertake the course, will be considered for admission.

Course Duration
The course is offered over three years on a full-time basis or part-time equivalent.

Course Structure

<table>
<thead>
<tr>
<th>Year One</th>
<th>Semester One</th>
<th>Credit Hours/points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>HPR0111 Introduction to Recreation</td>
<td>15</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>HPR0113 Leadership in Recreation</td>
<td>15</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>HPR1000 Computers in Recreation</td>
<td>9</td>
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<td></td>
<td>Prescribed Recreation Activities (3x2hrs)</td>
<td>21</td>
<td>6</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Year Two</th>
<th>Semester One</th>
<th>Credit Hours/points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>HPL1214 Communication Skills</td>
<td>10</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>HPR0121 Disability Awareness</td>
<td>15</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>HPR1001 Programming in Recreation</td>
<td>10</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>HPR1111 Recreation Career Development 1</td>
<td>4</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>HPR1112 Recreation Career Placement 1</td>
<td>7</td>
<td>70*</td>
</tr>
<tr>
<td></td>
<td>Prescribed Recreation Activities (2x2hrs)</td>
<td>14</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>Total Year One:</td>
<td>120</td>
<td>473</td>
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<table>
<thead>
<tr>
<th>Year Three</th>
<th>Semester One</th>
<th>Credit Hours/points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>HPR0321 Graduating Seminar</td>
<td>15</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>HPR3000 Mentor Practicum</td>
<td>28</td>
<td>8</td>
</tr>
<tr>
<td></td>
<td>HPL3240 Social Ecology</td>
<td>11</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Specialist Core Subject</td>
<td>11</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>*Total placement hours for the semester.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Year Three:</td>
<td>120</td>
<td>429</td>
<td></td>
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</tbody>
</table>

Course Total: 360 1,506

General Electives
Electives may be taken from any higher education courses offered by the University, as approved by the Course Coordinator.

Prescribed Recreation Activities
Students will undertake five (5) prescribed recreation activities in first year; three (3) in semester one and two (2) in semester two.

The prescribed recreation activities offered are:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Credit Hours/points</th>
</tr>
</thead>
<tbody>
<tr>
<td>HPL3010 Recreational Drama and Dance</td>
<td>7</td>
</tr>
<tr>
<td>HPL3011 Aquatic Leisure</td>
<td>7</td>
</tr>
<tr>
<td>HPL3029 Team Activity A</td>
<td>7</td>
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<tr>
<td>HPL3061 Halls Activities</td>
<td>7</td>
</tr>
<tr>
<td>HPR0403 Related Art and Craft</td>
<td>7</td>
</tr>
</tbody>
</table>

Specialist Core Subjects
Students will undertake two (2) specialist core subjects in third year; one (1) in each semester. The specialist core subjects offered are:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Credit Hours/points</th>
</tr>
</thead>
<tbody>
<tr>
<td>HPL3900 Outdoor Recreation</td>
<td>11</td>
</tr>
<tr>
<td>HPL3901 Issues and Trends in Recreation for Specific Populations</td>
<td>11</td>
</tr>
<tr>
<td>HPL3902 Recreation Services for Children and Youth</td>
<td>11</td>
</tr>
<tr>
<td>HPL3903 Recreation Services for Older Adults</td>
<td>11</td>
</tr>
<tr>
<td>HPL3904 Corporate Recreation Services</td>
<td>11</td>
</tr>
</tbody>
</table>

Career Opportunities
In recent years many graduates of the previous Associate Diploma have moved into the area of recreation for the disabled and have been employed by organisations dealing with special populations. Other graduates have been employed by government agencies or private enterprise, for example marketing, tourism, education, health studios, leisure centres and camps.

The outdoor environment is now increasingly utilised by recreation/leisure/education professionals that represent school
camping and outdoor education programs, residential campsites, youth at risk, correctional services, corporate adventure training, adventure, adventure therapy, commercial providers and local government recreation programs. Consequently, employment opportunities in these areas are growing.

Professional Recognition
Recreation Leadership graduates will have obtained the following certification:
- Australian Sports Medicine Federation Sports Trainers Award (Level 1)
- St John Ambulance First Aid (Senior Resuscitation Award) (or equivalent)
- AustSwim Teaching and Water Safety Certificate

Further, students undertaking elective studies in Outdoor Adventure subjects such as canoeing, scuba diving, sailing, surf lifesaving, cross country skiing may be eligible for accreditation.

Bachelor of Arts - Recreation Management

Course Code: HBRM

(For continuing students only)

<table>
<thead>
<tr>
<th>Year Two</th>
<th>Credit Points</th>
<th>Hours/week</th>
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</thead>
<tbody>
<tr>
<td>Semester One</td>
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<tr>
<td>HPR0103 Field Experience Seminar 3</td>
<td>5</td>
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<tr>
<td>HPR0126 Introduction to Recreation Management</td>
<td>15</td>
<td>4</td>
</tr>
<tr>
<td>HPR0213 Research Techniques</td>
<td>13</td>
<td>4</td>
</tr>
<tr>
<td>HPR0215 Human Resource Management in Recreation</td>
<td>13</td>
<td>4</td>
</tr>
<tr>
<td>Electives</td>
<td>12</td>
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</tr>
<tr>
<td>Semester Two</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HPR0104 Field Experience Seminar 4</td>
<td>4</td>
<td>1</td>
</tr>
<tr>
<td>HPR0105 Field Placement 2: Programming, Planning and Management</td>
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<td>3</td>
</tr>
<tr>
<td>HPR0221 Recreation Planning</td>
<td>13</td>
<td>4</td>
</tr>
<tr>
<td>HPR0223 Social Psychological Dimensions of Leisure</td>
<td>13</td>
<td>4</td>
</tr>
<tr>
<td>HPR0224 Marketing Management in Recreation</td>
<td>13</td>
<td>4</td>
</tr>
<tr>
<td>Electives</td>
<td>12</td>
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<td>Total Credit Points Year Two:</td>
<td>120</td>
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<table>
<thead>
<tr>
<th>Year Three</th>
<th>Credit Points</th>
<th>Hours/week</th>
</tr>
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<tbody>
<tr>
<td>Semester One</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HPR0106 Field Experience Seminar 5</td>
<td>5</td>
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</tr>
<tr>
<td>HPR0107 Field Placement 3: Professional Practice</td>
<td>11</td>
<td>5</td>
</tr>
<tr>
<td>HPR0311 Financial Management in Recreation</td>
<td>13</td>
<td>4</td>
</tr>
<tr>
<td>HPR0312 Legal Issues in Recreation</td>
<td>13</td>
<td>4</td>
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<td>Electives</td>
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<tr>
<td>Semester Two</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HPR0321 Graduating Seminar</td>
<td>15</td>
<td>4</td>
</tr>
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<td>HPR0322 Volunteer Management in Recreation</td>
<td>15</td>
<td>4</td>
</tr>
<tr>
<td>Electives</td>
<td>24</td>
<td></td>
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<tr>
<td>Total Credit Points Year Three:</td>
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<td></td>
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<tr>
<td>Course Total Credit Points:</td>
<td>360</td>
<td></td>
</tr>
</tbody>
</table>

Suggested Electives
Suggested electives are (each equal to 12 credit points):
- HPR0414 Leisure Education and Leisure Counselling
- HPR0416 Facility Management In Recreation
- HPR0419 Commercial Recreation Management
- HPR0420 Leisure and Ageing

Bachelor of Arts - Recreation Management

Course Code: HBMR

(For students commencing 2000 onwards)

Course Objectives
This course aims to produce competent recreation professionals with specific skills, knowledge and understanding of recreation management principles to be employed at a variety of levels. Upon graduation from the course students will have:
- developed an understanding of, and an appreciation for the nature, role and significance of recreation in contemporary society;
- developed an understanding of, and an appreciation for, the physical, psychological, emotional and social needs that people have for recreational pursuits;
- developed a range of management skills to be applied in the recreation industry;
- actively engaged in a number of career placements which will give them practical knowledge of the problems associated with planning and managing recreational opportunities for people; and
- developed an understanding that the recreation profession services individual and community needs and demands the highest ethical and professional standards.

Admission Requirements
To qualify for admission to the course applicants must have successfully completed the Victorian Certificate of Education (VCE), or equivalent, with a pass in Units 3 and 4 English.

Applicants who do not meet the normal admission requirements but who possess appropriate educational qualifications, work or life experiences which would enable them to successfully undertake the course, will be considered for admission.

Course Duration
The course is offered over three years on a full-time basis or part-time equivalent.

Course Structure

<table>
<thead>
<tr>
<th>Year One</th>
<th>Credit Points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>Semester One</td>
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<tr>
<td>HPR0111 Introduction to Recreation</td>
<td>15</td>
<td>4</td>
</tr>
<tr>
<td>HPR0113 Leadership in Recreation</td>
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<tr>
<td>HPR1000 Computer in Recreation</td>
<td>7</td>
<td>2</td>
</tr>
<tr>
<td>HPR1002 Society and Leisure</td>
<td>15</td>
<td>4</td>
</tr>
<tr>
<td>HPR1003 Recreation Activities</td>
<td>8</td>
<td>2</td>
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<tr>
<td>Semester Two</td>
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</tr>
<tr>
<td>HPL1214 Communication Skills</td>
<td>12</td>
<td>3</td>
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<tr>
<td>HPR1001 Programming in Recreation</td>
<td>12</td>
<td>3</td>
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<tr>
<td>HPR1012 Disability Awareness</td>
<td>15</td>
<td>4</td>
</tr>
<tr>
<td>HPR1111 Recreation Career Development 1</td>
<td>5</td>
<td>1</td>
</tr>
<tr>
<td>HPR1112 Recreation Career Placement 1</td>
<td>8</td>
<td>70*</td>
</tr>
<tr>
<td>HPR2004 Recreation Event Delivery</td>
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<td>2</td>
</tr>
<tr>
<td>Total Credit Points Year One:</td>
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</table>

<table>
<thead>
<tr>
<th>Year Two</th>
<th>Credit Points</th>
<th>Hours/week</th>
</tr>
</thead>
</table>

39
Semester One
HPR0126 Introduction to Recreation Management 14 4
HPR2005 Human Resource Management in Recreation 11 3
HPR2006 Social Psychological Dimensions of Leisure 11 3
Electives 24
 Semester Two
HPR0224 Marketing Management in Recreation 14 4
HPR2007 Research in Recreation 11 3
HPR2222 Recreation Career Development 2 8 2
HPR2223 Recreation Career Placement 2 11 105*
Electives 16
Total Credit Points Year Two: 120

Year Three
Semester One
HPR0311 Financial Management in Recreation 14 4
HPR0322 Volunteer Management in Recreation 14 4
HPR3001 Recreation Planning and Policy 12 3
HPR3333 Recreation Career Development 3 6 1
Electives 14
 Semester Two
HPR0321 Graduating Seminar 14 4
HPR3000 Mentor Practicum 34 280*
HPR3002 Legal Issues in Recreation 12 3
* Total placement hours for the semester.
Total Credit Points Year Three: 120
Course Total Credit Points: 360

Electives
Electives may be taken from the following list or any higher education course offered by the University, as approved by the Course Coordinator:
HPL3230 Recreation Industry Development
HPR0409 Facility Management In Recreation
HPR0414 Leisure Education and Leisure Counselling
HPR0420 Leisure and Ageing

Career Opportunities
This course is designed to produce graduates who can find employment as recreation programmers, planners, administrators, managers and consultants in government, voluntary and private organisations/sectors.

Bachelor of Arts - Recreation Management/ Bachelor of Business - Tourism Management

Course Code: HBRT

(For continuing students only)

Year Two
Semester One
BAO1101 Accounting for Decision Making 13 3
BHO1171 Introduction to Marketing 13 3
HPR0103 Field Experience Seminar 3 4 1
HPR0114 Society and Social Behaviour 13 4
HPR0211 Programming in Recreation 13 4
 Semester Two
BAO1109 Hospitality and Tourism Accounting 13 3
BMO1102 Management and Organisation Behaviour 13 3
HPR0104 Field Experience Seminar 4 4 1
HPR0105 Field Placement 2: Programming, Planning & Management 8 105#
HPR0123 Business Communication in Recreation 13 4
HPR0223 Social Psychological Dimensions of Leisure 13 4
Total Credit Points Year Two: 120

Year Three
Semester One
BEQ1106 Business Statistics 15 3
BLO1105 Business Law 15 3
HPR0106 Field Experience Seminar 5 4 1
HPR0107 Field Placement 3: Professional Practice 111/75#
HPR0213 Research Techniques 15 4
 Semester Two
BHO02291 Tourism Facilities Management 15 3
BMO2271 Organisations 15 3
HPR0221 Recreation Planning 15 4
HPR0322 Volunteer Management in Recreation 15 4
Total Credit Points Year Three: 120

Year Four
Semester One
BHO02295 Tourism Policy and Environment 15 3
BHO3492 Tourism Planning and Development 15 3
HPR0311 Financial Management in Recreation 15 4
HPR0312 Legal Issues in Recreation 15 4
 Semester Two
BHO03496 Tourism Research Project 15 3
HPR0108 Field Placement 4: Professional Practice 15 175#
HPR0321 Graduating Seminar 15 4
HPR0419 Commercial Recreation Management 15 4
# Hours per semester
Total Credit Points Year Four: 120
Course Total Credit Points: 480

Bachelor of Arts - Recreation Management/ Bachelor of Business - Tourism Management

Course Code: HBTR

(For students commencing 2000 onwards)

Course Objectives
The aims of the course are to provide graduates with:
• a sound business management education with particular emphasis on management of tourism projects and enterprises and a strong grounding in the relevant business management techniques and research skills;
• a sound understanding of the successful design, implementation and management of recreation programs and facilities in Australia; and
• a broad education not normally associated with an undergraduate degree, enabling students to develop an understanding of two significant fields of study.
Admission Requirements

To qualify for admission to the course applicants must have successfully completed an approved course of study at year 12 or equivalent, including at least Units 3 and 4 in English.

Applicants who do not meet the normal admission requirements but who possess appropriate educational qualifications, work or life experiences which would enable them to successfully undertake the course, will be considered for admission.

Course Duration

The course is offered over four years on a full-time basis or part-time equivalent.

Course Structure

<table>
<thead>
<tr>
<th>Year One</th>
<th>Credit Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>Semester One</td>
<td></td>
</tr>
<tr>
<td>BEO1103 Microeconomic Principles</td>
<td>13 3</td>
</tr>
<tr>
<td>BHO1190 Introduction to Tourism</td>
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</tr>
<tr>
<td>HPR0111 Introduction to Recreation</td>
<td>14 4</td>
</tr>
<tr>
<td>HPR0113 Leadership in Recreation</td>
<td>14 4</td>
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<tr>
<td>Semester Two</td>
<td></td>
</tr>
<tr>
<td>BCO1101 Computer Applications</td>
<td>13 3</td>
</tr>
<tr>
<td>BEO1104 Macroeconomic Principles</td>
<td>13 3</td>
</tr>
<tr>
<td>BHO1191 Travel Operations Management</td>
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<td>HPR0121 Disability Awareness</td>
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<tr>
<td>HPR1111 Recreation Career Development</td>
<td>3 1</td>
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<td>HPR1112 Recreation Career Placement</td>
<td>10 70*</td>
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<table>
<thead>
<tr>
<th>Year Two</th>
<th>Credit Hours/week</th>
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</thead>
<tbody>
<tr>
<td>Semester One</td>
<td></td>
</tr>
<tr>
<td>BAO1101 Accounting for Decision Making</td>
<td>13 3</td>
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<tr>
<td>BHO1171 Introduction to Marketing</td>
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<td>HPR0102 Society and Leisure</td>
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<td>HPR2006 Social Psychological Dimensions of Leisure</td>
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<td></td>
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<tr>
<td>BAO1109 Hospitality and Tourism Accounting</td>
<td>13 3</td>
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<tr>
<td>HPL1214 Communication Skills</td>
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<td>HPR0101 Programming in Recreation</td>
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<td>HPR0204 Recreation Event Delivery</td>
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<td>HPR2222 Recreation Career Development</td>
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<table>
<thead>
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<th>Credit Hours/week</th>
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<tr>
<td>Semester One</td>
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<tr>
<td>BEO1106 Business Statistics</td>
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<tr>
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<td>HPR0322 Volunteer Management in Recreation</td>
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<td>HPR2007 Research in Recreation</td>
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<table>
<thead>
<tr>
<th>Year Four</th>
<th>Credit Hours/week</th>
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</thead>
<tbody>
<tr>
<td>Semester One</td>
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<tr>
<td>BHO2295 Tourism Policy and Environment</td>
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<td>16 4</td>
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<tr>
<td>Semester Two</td>
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<tr>
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Bachelor of Arts - Sports Administration

Course Code: HBSP

Course Objectives

The course aims to provide students with both a sound knowledge and critical appreciation of the structure and practices of the Australian sports industry. The course also enables students to develop a broad range of vocational skills which can be used to assist in the development of sport organisations, and to meet the needs of members, players, staff, sponsors and other significant stakeholders. The course is directed to employment in sporting clubs, state and national sporting bodies, leisure centres, sport stadium and major event facilities, community service organisations, and sports management consultancies.

Admission Requirements

To qualify for admission to the course applicants must have successfully completed the Victorian Certificate of Education (VCE), with a pass in Units 3 and 4 English, or equivalent.

Applicants who do not meet the normal admission requirements but who possess appropriate educational qualifications, work or life experiences which would enable them to successfully undertake the course, will be considered for admission.

Course Duration

The course is offered over three years on a full-time basis or part-time equivalent.

Course Structure

<table>
<thead>
<tr>
<th>Year One</th>
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<tbody>
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<tr>
<td>BCO1101 Computer Applications</td>
<td>12 3</td>
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<td>BMO1102 Management and Organisation Behaviour</td>
<td>12 3</td>
</tr>
<tr>
<td>HPS1111 Sport, History &amp; Culture</td>
<td>12 3</td>
</tr>
<tr>
<td>HPS1112 Oral and Interpersonal Communication in Sport Organisations</td>
<td>12 3</td>
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<tr>
<td>HPS1113 Introduction to Sport Administration</td>
<td>12 3</td>
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<td>Semester Two</td>
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<tr>
<td>ACA1001 Introduction to Writing</td>
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<tr>
<td>BCP9220 Database Applications in Sport</td>
<td>12 3</td>
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<tr>
<td>BHO1171 Introduction to Marketing</td>
<td>12 3</td>
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<td>HPS9111 Sport Career Development: Seminar 1</td>
<td>2 1</td>
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<td>HPS9112 Sport Career Development: Placement 1</td>
<td>5 70*</td>
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<tr>
<td>HPS1114 Sport Funding and Finance</td>
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<tr>
<td>HPS1115 Sport, Politics and Government</td>
<td>12 3</td>
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</table>
Total Year One:  120 473

**Year Two**

**Semester One**
- BHO2285 Marketing Research  11 3
- BLO1105 Business Law  11 3
- HPS0211 Sport Career Development: Seminar 2  5 1
- HPS0212 Sport Career Development: Placement 2  11 105*
- Vocational Elective in Sports Administration 1  12 3

**Semester Two**
- BLO9211 Sport, Law and the Athlete  12 3
- BMO3220 Human Resource Management  12 3
- HPS2111 Sport Sponsorship  12 3
- Vocational Elective in Sport Administration 2  12 3
- Vocational Elective in Sport Administration 3  12 3

Total Year Two:  120 469

**Year Three**

**Semester One**
- HPS3111 Sport Event Administration  12 3
- HPS3112 Sport Venue and Stadium Administration  12 3
- Vocational Elective in Sport Administration 4  12 3
- Vocational Elective in Sport Administration 5  12 3
- Vocational Elective in Sport Administration 6  12 3

**Semester Two**
- HPS0311 Sport Career Development: Seminar 3  4 1
- HPS0312 Sport Career Development: Placement 3  32 280*
- HPS3113 Ethics and Social Policy in Sport  12 3
- General Elective  12 3

*Total placement hours for the semester.

Total Year Three:  120 566
Course Total :  360 1,508

Students will undertake 7 electives, 6 from the vocational electives streams, and one from the general electives. The general elective may be any subject from higher education courses offered by the University, as approved by the Course Co-ordinator.

**Vocational Electives**

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<tr>
<th>Credit points</th>
<th>Hours/week</th>
<th>Course Title</th>
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<tr>
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<tr>
<td></td>
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<td>ACA2007 Electronic Publishing and Editing 12 3</td>
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<td>ACA2009 Sport Magazine Production 12 3</td>
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<tr>
<td></td>
<td></td>
<td>ACA3001 Professional Writing for Sport 12 3</td>
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<tr>
<td></td>
<td></td>
<td>BHO2250 Advertising and Public Relations 12 3</td>
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<td></td>
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<td>HPS3230 Sport Strategic Marketing 12 3</td>
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<td>HPS7040 Politics of Sport Organisations 12 3</td>
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<td>HPS7050 Sport and Globalisation 12 3</td>
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<td></td>
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<td>HPS7051 Managing Sport Futures 12 3</td>
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<td></td>
<td></td>
<td>Staff and Athlete Management Stream</td>
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<tr>
<td></td>
<td></td>
<td>BLO2207 Employment Law 12 3</td>
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<td>BLO3931 Sport, Commerce and the Law 12 3</td>
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<td>BMO3323 Employee Relations Management 12 3</td>
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<td>HPE7111 Sport Evaluation Strategies 12 3</td>
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<td>HPS7052 Sport Tours and Team Itinerary Planning 12 3</td>
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<td></td>
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<td>HPS7053 Crisis Management in Sport 12 3</td>
</tr>
<tr>
<td></td>
<td></td>
<td>HPS7113 Social Issues in Sport Administration 12 3</td>
</tr>
</tbody>
</table>

**General Electives**

General electives offered in the sports studies field at Sunbury campus are:

<table>
<thead>
<tr>
<th>Credit points</th>
<th>Hours/week</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>HPE7090 Adventure Activity 12 3</td>
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</table>

**Career Opportunities**

Students will attain the skills necessary for employment in sporting clubs, state and national sporting bodies, sport leagues, major venues and facilities, event management organisations, sports marketing consultancies, player agent organisations, and government agencies with a sport focus. Students' exposure to core generic studies in general management, human resource management, information technology, marketing, and communication will enable them to move into positions in any number of service delivery occupations.

**Professional Recognition**

All graduates will be eligible for membership of the Australian Society of Sports Administrators (Level 2 accreditation status).

**Bachelor of Arts - Sports Administration/ Bachelor of Business - Management**

**Course Code:** HBMS

**Course Objectives**

The aim of the course is twofold. The first, to provide students with both a sound knowledge and critical appreciation of the structure and practices of the Australian sports and events industry. The second, to provide students with a broad range of business and sport related vocational skills which can be used to assist the development of organisations and meet the needs of members, players, staff, sponsors and other significant stakeholders.

The course provides a thorough grounding in business principles while at the same time giving students a detailed understanding of the commercial and cultural dimensions of sport.

**Admission Requirements**

To qualify for admission to the course applicants must have successfully completed the Victorian Certificate of Education (VCE) with a pass in Unit 3 and 4 English, or equivalent.

Applicants who do not meet the normal admission requirements but who possess appropriate educational qualifications, work or life experiences which would enable them to successfully undertake the course, will be considered for admission.

**Course Duration**

The course will be offered over four years on a full-time basis or part-time equivalent.

**Course Structure**

The course offers students a specialisation in either Human Resource Management or Service Management.

**Year One**

**Semester One**
- BEO1106 Business Statistics  11 3
- BLO1105 Business Law  11 3
- BMO1102 Management and Organisation Behaviour  11 3
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>HPS1111</td>
<td>Sport, History and Culture</td>
<td>11</td>
<td>3</td>
</tr>
<tr>
<td>HPS1112</td>
<td>Oral and Interpersonal Communication in Sports and Organisations</td>
<td>11</td>
<td>3</td>
</tr>
<tr>
<td>HPS1113</td>
<td>Introduction to Sports Administration</td>
<td>10</td>
<td>3</td>
</tr>
<tr>
<td>Semester Two</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BAO1101</td>
<td>Accounting for Decision Making</td>
<td>11</td>
<td>3</td>
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<tr>
<td>BCO1101</td>
<td>Computer Applications</td>
<td>11</td>
<td>3</td>
</tr>
<tr>
<td>BEO1103</td>
<td>Microeconomic Principles</td>
<td>11</td>
<td>3</td>
</tr>
<tr>
<td>BHO1171</td>
<td>Introduction to Marketing</td>
<td>11</td>
<td>3</td>
</tr>
<tr>
<td>HPS1115</td>
<td>Sport, Politics and Government</td>
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<tr>
<td>Total Year One:</td>
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</table>

| Year Two |                                                |         |        |
| Semester One |                                              |         |        |
| BEO1104    | Macroeconomic Principles                      | 11      | 3      |
| BHO2285    | Marketing Research                             | 11      | 3      |
| BMO3220    | Human Resource Management                      | 11      | 3      |
| BMO3422    | Strategic Management                           | 11      | 3      |
| Vocational Elective in Sport Administration 1 |   | 16      | 3      |
| Semester Two |                                              |         |        |
| ACA1001    | Introduction to Writing                        | 5       | 3      |
| BLO2207    | Employment Law** or BMO1110 Managing Knowledge** | 11      | 3      |
| BLO9211    | Sport, Law and the Athlete                     | 11      | 3      |
| HPS0111    | Sport Career Development: Seminar 1            | 11      | 1      |
| HPS0112    | Sport Career Development: Placement 1          | 11      | 70#    |
| HPS2111    | Sport Sponsorship                              | 11      | 3      |
| Total Year Two: |                                           |         | 120 434|

| Year Three |                                                |         |        |
| Semester One |                                              |         |        |
| BMO4422    | Innovation and Entrepreneurship* or BMO3476    | 11      | 3      |
| BMO3320    | Interpersonal and Organisational Negotiation* or |         |        |
| BMO3322    | Employee Relations Management**               | 11      | 3      |
| HPS0211    | Sport Career Development: Seminar 2           | 10      | 1      |
| HPS0212    | Sport Career Development: Placement 2         | 10105#  |        |
| HPS3112    | Sport Venue and Stadium Administration         | 10      | 3      |
| Vocational Elective in Sport Administration 2 |   | 11      | 3      |
| Semester Two |                                              |         |        |
| BCO1141    | Information Technology Management              | 11      | 3      |
| BMO3324    | Consulting and Counselling** or BMO3328 Health and Safety Management* | 11      | 3      |
| BMO2354    | Conferences and Meetings Management*          | 11      | 3      |
| BMO3420    | Human Resource Information Systems**           | 11      | 3      |
| HPS7045    | Sport and the Media                            | 13      | 3      |
| Vocational Elective in Sport Administration 3 |   | 11      | 3      |
| Total Year Two: |                                           |         | 120 469|

| Year Four |                                                |         |        |
| Semester One |                                              |         |        |
| HPS3111    | Sport Event Administration                     | 13      | 3      |
| HPS3113    | Ethics and Social Policy in Sport              | 13      | 3      |
| Vocational Elective in Sport Administration 4 |   | 11      | 3      |
| Vocational Elective in Sport Administration 5 |   | 11      | 3      |
| General Elective |                                        | 11      | 3      |
| Semester Two |                                              |         |        |
| BMO3325    | Human Resource Management Evaluation** or BMO3421 Managing the Service Organisation* | 11      | 3      |
| BMO3327    | Organisation Change and Development            | 11      | 3      |
| HPS0312    | Sport Career Development: Placement 3         | 34280#  |        |
| HPS0311    | Sport Career Development: Seminar 3           | 5       | 1      |
| Total Year Four: |                                       |         | 120 566|
| Course Total: |                                     |         | 480    |

Students will undertake six (6) electives, five (5) from the vocational elective streams, and one (1) from the general electives. The general elective may be any subject from a higher education course offered by the University, as approved by the Course Co-ordinator.

**Vocational Electives**

*Communication and Media Management Stream*
- ACA2007 Electronic Publishing and Editing
- ACA2009 Sport Magazine Production
- ACA3001 Professional Writing for Sport
- BHO2250 Advertising and Public Relations
- HPS3230 Sport and Strategic Marketing
- HPS7040 Politics of Sport Organisations
- HPS7050 Sport and Globalisation
- HPS7051 Managing Sport Futures

*Staff and Athlete Management Stream*
- BLO9311 Sport, Commerce and the Law
- HPE7111 Sport Evaluation Strategies
- HPS7040 Politics of Sport Organisations
- HPS7052 Sport Tours and Team Itinerary Planning
- HPS7053 Crisis Management in Sport
- HPS7113 Social Issues in Sport Administration

**General Electives**

General electives offered in the sports studies field at Sunbury campus are:

<table>
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<tr>
<th>Credit Points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HPE7090</td>
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<td>HPS7071</td>
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<td>HPS714</td>
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<tr>
<td>HPX1010</td>
<td>11</td>
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</tbody>
</table>

**Career Opportunities**

Students will acquire the necessary skills for employment in sporting clubs, state and national sporting bodies, sport leagues, major venues and facilities, event management organisations, sports marketing consultancies, player agent organisations, and government agencies with a sport focus. Exposure to core generic studies in general management, human resource management, information technology, marketing, and communication will enable students to move into positions in any number of service delivery occupations.

**Professional Recognition**

All graduates will be eligible for admission to the Chartered Institute of Company Secretaries in Australia Ltd and for membership of the Australian Society of Sport Administrators (Level 2 accreditation status).

**Bachelor of Arts - Sports Administration/ Bachelor of Business-Marketing**

Course Code: HBKS
Course Objectives
The aim of the course is twofold. The first aim is to provide students with both a sound knowledge and critical appreciation of the structure and practices of the Australian sports and events industry. The second aim is to provide students with a broad range of business and sport related vocational skills which can be used to assist the development of organisations and meet the needs of members, players, staff, sponsors and other significant stakeholders.

The course provides a thorough grounding in marketing principles and practice while at the same time giving students a detailed understanding of the commercial and cultural dimensions of sport.

Admission Requirements
To qualify for admission to the course applicants must have successfully completed the Victorian Certificate of Education (VCE), or equivalent, including Units 3 and 4 in English.

Applicants who do not meet the normal admission requirements but who possess appropriate educational qualifications, work or life experiences which would enable them to successfully undertake the course, will be considered for admission.

Course Duration
The course is offered over four years on a full-time basis or part-time equivalent.

Course Structure

<table>
<thead>
<tr>
<th>Year One</th>
<th>Credit Points</th>
<th>Hours/Week</th>
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<tbody>
<tr>
<td>Semester One</td>
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<tr>
<td>BEO1103</td>
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<td>BMO1102</td>
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<td>HPS1111</td>
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<table>
<thead>
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<th>Hours/Week</th>
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</thead>
<tbody>
<tr>
<td>Semester One</td>
<td></td>
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<tr>
<td>BAO1101</td>
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<tr>
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<td>3</td>
</tr>
<tr>
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<tr>
<td>Semester Two</td>
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</tr>
<tr>
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<tr>
<td>HPS0111</td>
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<td>70*</td>
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<tr>
<td>HPS0112</td>
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<td>3</td>
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<tr>
<td>Total Year Two</td>
<td>120</td>
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Year Three

<table>
<thead>
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<tbody>
<tr>
<td>BEO2254</td>
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<td>17105*</td>
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<tr>
<td>Vocational Elective in Sport Administration 2</td>
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</tr>
<tr>
<td>Semester Two</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BCO1141</td>
<td>11</td>
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</tr>
<tr>
<td>BEO2186</td>
<td>11</td>
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</tr>
<tr>
<td>HPS3113</td>
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<td>3</td>
</tr>
<tr>
<td>Vocational Elective in Sport Administration 3</td>
<td>11</td>
<td>3</td>
</tr>
<tr>
<td>Faculty of Business &amp; Law Elective</td>
<td>11</td>
<td>3</td>
</tr>
<tr>
<td>Total Year Three:</td>
<td>120469</td>
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</table>

Year Four

<table>
<thead>
<tr>
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<th>Credit Points</th>
<th>Hours/Week</th>
</tr>
</thead>
<tbody>
<tr>
<td>BHO3435</td>
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</tr>
<tr>
<td>HPS3111</td>
<td>12</td>
<td>3</td>
</tr>
<tr>
<td>Vocational Elective in Sport Administration 4</td>
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</tr>
<tr>
<td>Vocational Elective in Sport Administration 5</td>
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<tr>
<td>Vocational Elective in Sport Administration 6</td>
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<tr>
<td>Semester Two</td>
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<tr>
<td>HPS0311</td>
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<td>HPS0312</td>
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<tr>
<td>General Elective</td>
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</tr>
<tr>
<td>Faculty of Business &amp; Law Elective</td>
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<td>3</td>
</tr>
<tr>
<td>*Total placement hours for the semester.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Year Four:</td>
<td>120566</td>
<td></td>
</tr>
<tr>
<td>Course Total:</td>
<td>4801937</td>
<td></td>
</tr>
</tbody>
</table>

Students will undertake nine (9) electives, six (6) from the vocational elective streams, one (1) from the general electives, and two (2) from the Faculty of Business & Law programs. The general elective may be any subject from a higher education course offered by the University, as approved by the Course Co-ordinator.

Vocational Electives

<table>
<thead>
<tr>
<th>Communication and Media Management Stream</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>ACA2007 Electronic Publishing and Editing</td>
<td></td>
</tr>
<tr>
<td>ACA2009 Sport Magazine Production</td>
<td></td>
</tr>
<tr>
<td>ACA3001 Professional Writing for Sport</td>
<td></td>
</tr>
<tr>
<td>HPS7040 Politics of Sport Organisations</td>
<td></td>
</tr>
<tr>
<td>HPS7050 Sport and Globalisation</td>
<td></td>
</tr>
<tr>
<td>HPS7051 Managing Sport Futures</td>
<td></td>
</tr>
<tr>
<td>HPS3230 Sport and Strategic Marketing</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Staff and Athlete Management Stream</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>BLO9331 Sport, Commerce and the Law</td>
<td></td>
</tr>
<tr>
<td>HPE7111 Sport Evaluation Strategies</td>
<td></td>
</tr>
<tr>
<td>HPS7040 Politics of Sport Organisations</td>
<td></td>
</tr>
<tr>
<td>HPS7052 Sport Tours and Team Itinerary Planning</td>
<td></td>
</tr>
<tr>
<td>HPS7053 Crisis Management in Sport</td>
<td></td>
</tr>
<tr>
<td>HPS7113 Social Issues in Sport Administration</td>
<td></td>
</tr>
</tbody>
</table>

General Electives

General electives offered in the sports studies field at Sunbury campus are:

| HPE7090 Adventure Activity | 11 | 3 |
| HPS7071 Administration of Aquatic Programs | 11 | 3 |
| HPS7114 Football Studies | 11 | 3 |
| HPX1010 Olympic Studies | 11 | 3 |
Career Opportunities
Students will acquire the necessary skills for employment in sporting clubs, state and national sporting bodies, sport leagues, major venues and facilities, event management organisations, sports marketing consultancies, player agent organisations, and government agencies with a sport focus. Exposure to core generic studies in general management, human resource management, information technology, marketing, and communication will enable students to move into positions in any number of service delivery occupations.

Professional Recognition
All graduates will be eligible for membership of the Australian Society of Sport Administrators (Level 2 accreditation). Graduates who have successfully completed the appropriate subjects may meet the academic requirements for admission to the Australian Marketing Institute, the Market Research Society of Australia and the Australian Economics Society.

Bachelor of Applied Science (Honours) - Human Movement
Course Code: HHHHM

Course Objectives
The aims of the course are to:
• promote the development of the student as an independent researcher in a specific human movement related discipline;
• prepare students for entry into research oriented graduate courses in human movement; and
• promote the development of scholarly inquiry across the wide range of human movement disciplines.

Admission Requirements
The qualify for admission to the course applicants must have successfully completed the University's Bachelor of Applied Science – Human Movement, or its equivalent, with a Credit (C) average and a Distinction (D) in subjects related to the intended discipline of Honours study.

Applicants will be required to submit a supervisor endorsed Honours Thesis proposal, prior to being considered for admission.

Entry into the Honours course will normally occur not more than two years after the completion of the first degree.

Course Duration
The course is offered over one year on a full-time basis.

Course Structure

<table>
<thead>
<tr>
<th>Semester One</th>
<th>Semester Two</th>
</tr>
</thead>
<tbody>
<tr>
<td>HPH0421 Honours Thesis (Full Time)</td>
<td>HPH0421 Honours Thesis (Full Time)</td>
</tr>
<tr>
<td>Credit Points</td>
<td>60 15</td>
</tr>
</tbody>
</table>

Course Total: 120

Course Regulations
The following should be read in conjunction with the Faculty Regulations detailed earlier in this Handbook, and the University Statutes and Regulations.

Academic Progress
Students must receive a satisfactory Progress Report at the end of the first semester of study.

Unsatisfactory Progress
Students who receive an N grade for the Honours Thesis will be deemed to have failed the course.

Graduation Requirements
In order to be awarded a Bachelor of Applied Science (Honours) – Human Movement students must pass the thesis, make any suggested corrections/revisions to the satisfaction of the supervisor and the Honours Courses Committee, and submit two hard-bound copies to the Honours Co-ordinator.

Bachelor of Arts (Honours) - Performance Studies
Course Code: HHPWP

Course Objectives
The aims of the course are to:
• promote the development of performance related research and professional expertise beyond the pass degree level;
• prepare students for entry into performance research oriented graduate courses in performance studies; and
• promote the development of independent and innovative performance makers.

Admission Requirements
To qualify for admission to the course applicants must have successfully completed the University's Bachelor of Arts – Performance Studies, or equivalent, with a Credit (C) average and a Distinction (D) in subjects directly related to the intended discipline of Honours study.

Applicants will be required to submit a supervisor endorsed Honours proposal prior to be considered for admission.

Entry into the Honours course will normally occur not more than two years after the completion of the first degree.

Course Duration
The course if offered over one year on a full-time basis or part-time equivalent.

Course Structure

<table>
<thead>
<tr>
<th>Semester One</th>
<th>Semester Two</th>
</tr>
</thead>
<tbody>
<tr>
<td>HPW4021 Honours Project (full-time)</td>
<td>HPW4021 Honours Project (full-time)</td>
</tr>
<tr>
<td>Credit Points</td>
<td>60 15</td>
</tr>
</tbody>
</table>

Course Total: 120

Students approved to undertake the Honours year on a part-time basis will normally be required to enrol in the subject HPW4022 Honours Project (part-time) over four semesters.

Course Regulations
The following should be read in conjunction with the Faculty Regulations detailed earlier in this Handbook, and the University Statutes and Regulations.

Academic Progress
Students must receive a satisfactory Progress Report at the end of the first semester of study.

45
Unsatisfactory Progress
Students who receive an N grade for the Honours Thesis will be deemed to have failed the course.

Graduation Requirements
In order to be awarded a Bachelor of Arts (Honours) – Recreation Management students must pass the thesis, make any suggested corrections/revisions to the satisfaction of the supervisor and the Honours Courses Committee, and submit two hard-bound copies to the Honours Co-ordinator.

Bachelor of Arts (Honours) - Recreation Management
Course Code: HHRM

Course Objectives
The aims of the course are to:
• promote the development of recreation related research and professional expertise beyond the pass degree level;
• prepare students for entry into research oriented graduate courses in recreation; and
• promote the development of scholarly inquiry across the wide range of disciplines focusing on recreation.

Admission Requirements
To qualify for admission to the course applicants must have successfully completed the University’s Bachelor of Arts – Recreation Management, or equivalent, with a Credit (C) average and a Distinction (D) in subjects directly related to the intended discipline of Honours study.

Applicants will be required to submit a supervisor endorsed Honours proposal prior to be considered for admission.

Entry into the Honours course will normally occur not more than two years after the completion of the first degree.

Course Duration
The course is offered over one year on a full-time basis or part-time equivalent.

Course Structure

<table>
<thead>
<tr>
<th>Semester One</th>
<th>Credit Points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HPR0431 Honours Thesis (full-time)</td>
<td>60</td>
<td>15</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Semester Two</th>
<th>Credit Points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HPR0431 Honours Thesis (full-time)</td>
<td>60</td>
<td>15</td>
</tr>
</tbody>
</table>

Course Total: 120 390

Students approved to undertake the Honours year on a part-time basis will be required to enrol in the subject HPR0432 Honours Thesis (part-time) (60 credit points) over four semesters.

Course Regulations
The following should be read in conjunction with the Faculty Regulations detailed earlier in this Handbook, and the University Statutes and Regulations.

Academic Progress
Students must receive a satisfactory Progress Report at the end of the first semester of study.

Unsatisfactory Progress
Students who receive an N grade for the Honours Thesis will be deemed to have failed the course.
School of Nursing

The School of Nursing promotes excellence in nursing research and practice through education. A diverse range of programs are offered, from undergraduate degree, articulated post graduate nursing, midwifery and health-related programs, to Research Masters and PhD. Courses within the School provide students with flexible career options in family and community health, mental health, aged care and acute care nursing. Courses are developed to meet the requirements of the professional and accrediting bodies.

The Bachelor of Nursing (pre-registration) is a three year degree program which prepares students for registration as Division 1 nurses with the Nurses Board of Victoria. Graduates will be qualified to practice in a range of health care settings, including acute care, extended care and the community. The School has a comprehensive clinical program, providing students with exposure to contemporary nursing practice. A feature of the program is the range of practice opportunities available. Articulation pathways are available to students registered as Division 2 nurses.

The Bachelor of Nursing (post registration) is offered to Division 1, 3 and 4 nurses with a Certificate or Diploma, on a one year full time or two year part time basis. The course provides students with the opportunity to update and critique current nursing practice and to develop skills in evidence based nursing practice.

The Bachelor of Nursing (Honours) is an opportunity for graduates to develop advanced skills in nursing theory and research.

Course Offerings

In 2002 the School of Nursing will offer the following undergraduate courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bachelor of Nursing (Pre-Registration)</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Health Science</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Nursing (Post-Registration)</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Nursing (Honours)</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Midwifery</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
</tbody>
</table>

*Campus S=St Albans

Admission Requirements

To qualify for admission to the course applicants must have successfully completed the Victorian Certificate of Education (VCE) including Units 3 and 4 with a study score of at least 20 in English.

Applicants who do not meet the normal admission requirements but who possess appropriate educational qualifications, work or life experiences which would enable them to successfully undertake the course, will be considered for admission.

Course Duration

The course is offered over three years on a full-time basis or part-time equivalent.

Course Structure

The course consists of five study streams which are used to organise subjects into cognate areas of theory and practice. The five study streams are Foundations of Nursing Practice, Nursing Inquiry and Application, Human Bioscience, Social Sciences and Clinical Practice.

Course Offerings

In 2002 the School of Nursing will offer the following undergraduate courses:

<table>
<thead>
<tr>
<th>Year One</th>
<th>Semester One</th>
</tr>
</thead>
<tbody>
<tr>
<td>APT1310</td>
<td>Psychology 1</td>
</tr>
<tr>
<td>ASE1310</td>
<td>Introduction to Sociology</td>
</tr>
<tr>
<td>HNB1111</td>
<td>Nursing Practice 1</td>
</tr>
<tr>
<td>HNB1121</td>
<td>Nursing as a Profession</td>
</tr>
<tr>
<td>HNB1131</td>
<td>Clinical Practice 1: Introduction to Clinical Practice</td>
</tr>
<tr>
<td>SBM1517</td>
<td>Human Bioscience 1 (Nursing)</td>
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</table>

<table>
<thead>
<tr>
<th>Year One</th>
<th>Semester Two</th>
</tr>
</thead>
<tbody>
<tr>
<td>APT1320</td>
<td>Psychology 2</td>
</tr>
<tr>
<td>ASE1410</td>
<td>Sociology of Health and Illness</td>
</tr>
<tr>
<td>HNB1211</td>
<td>Nursing Practice 2</td>
</tr>
<tr>
<td>HNB1212</td>
<td>Communication in Health</td>
</tr>
<tr>
<td>HNB1221</td>
<td>Integrating Nursing Knowledge 1</td>
</tr>
<tr>
<td>HNB1231</td>
<td>Clinical Practice 2: Basic Care Skills</td>
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<tr>
<td>SBM1527</td>
<td>Human Bioscience 2 (Nursing)</td>
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</table>

Total Year One: 120641

<table>
<thead>
<tr>
<th>Year Two</th>
<th>Semester One</th>
</tr>
</thead>
<tbody>
<tr>
<td>APT2330</td>
<td>Psychosocial Aspect of Health and Illness</td>
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<td>HNB2111</td>
<td>Acute Care Nursing 1</td>
</tr>
<tr>
<td>HNB2121</td>
<td>Nursing and Cultural Diversity</td>
</tr>
<tr>
<td>HNB2122</td>
<td>Integrating Nursing Knowledge 2</td>
</tr>
<tr>
<td>HNB2131</td>
<td>Clinical Practice 3: Acute Care Nursing 1</td>
</tr>
<tr>
<td>SBM2516</td>
<td>Human Bioscience 3 (Nursing)</td>
</tr>
</tbody>
</table>

Total Year Two: 120861

Bachelor of Nursing (Pre-Registration)

Course Code: HBND

Course Objectives

The aims of the course are to:

- prepare competent nurse practitioners who are eligible and able to practice in a variety of health care settings;
- provide an education which contributes to the individual's personal, professional, and intellectual growth;
- prepare graduates in ways that will help them to deal with the world of work with its attendant uncertainties, ambiguities, conflicts, and change;
- prepare graduates to participate effectively in a teamwork approach; and
- enable graduates to register professionally as Division 1 Nurses with the Nurses Board of Victoria.
Year Three

Semester One

Theory
HNB3113 Health Care of the Family 8.40
HNB3121 Research in Nursing 8.39
General Elective* 8.39

Plus
One of the following Practice Electives:
HNB3211 Palliative Care 1040
HNB3212 Rural Health 1040
HNB3213 Psychiatric Nursing Care 2 1040
HNB3214 Critical Care Nursing 1040

Clinical
HNB3131 Clinical Practice 6: Aged Care 1096
One of the following clinical subjects:
HNB3132 Clinical Practice 7a: Primary Health Care 1096
HNB3133 Clinical Practice 7b: Health Care of the Family 1096

One of the following Practice Clinical 8:
HNB3231 Clinical Practice 8a: Palliative Care 1064
HNB3232 Clinical Practice 8b: Rural Health 1064
HNB3233 Clinical Practice 8c: Psychiatric Nursing Care 2 1064
HNB3234 Clinical Practice 8d: Critical Care Nursing 1064

Semester Two

Theory:
HNB3111 Aged Care 8.40
HNB3112 Health in the Community 8.40
HNB3221 Professional Processes 8.30
HNB3222 Health Care and Health Policy 8.30

Plus
Clinical
HNB3235 Clinical Practice 9: Consolidation 24 170

Total Year Three: 120725
Total Course: 3602227

Career Prospects

Career opportunities for Division 1 Registered Nurses are available in clinical practice, clinical management, education and research areas. Nurses are able to practise in a range of settings including hospitals community and mental health agencies, aged care and health care industries.

Course Regulations

The following should be read in conjunction with the Faculty Regulations detailed earlier in this Handbook, and the University Statutes and Regulations.

Clinical Placement

Students should note that they will be subject to safety screening (Police) checks before placement, in accordance with Department of Human Services policy (March 2000). Students may also be asked to declare their immunisation status to satisfy the requirements of the hospital/agency at which they will be placed.

Clinical Makeup

Students who have been absent from clinical experience during semester, are required to provide appropriate documentation (e.g. medical certificate or a statutory declaration) to account for their absence.

Absence from clinical placement may affect a student's ability to demonstrate an acceptable level of competency. Students will be rated as 'incomplete' if documentary evidence for their absence can be provided. Further clinical learning and assessment may be offered to replace the day/s of absence. The provision of make-up time is at the discretion of the School and students should not assume that it is an automatic right. Students who do not provide documentary evidence or do not attend the arranged clinical make-up will incur a 'fail' or 'unacceptable' grade and will be required to repeat the relevant Nursing subject.

Academic Progression

Unsatisfactory progress

Students will be deemed to have made unsatisfactory progress if they fail to complete the course in six calendar years (on a full-time basis), or in seven calendar years (on a part-time basis).

Bachelor of Health Science - Nursing (Post-Registration)

Course Code: HBNR

Course Objectives

This course aims to:
- develop and enhance interpersonal and group skills;
- describe, subject to critical analysis, and apply to practice, some contemporary theories of nursing and models of practice;
- examine several of the current issues and trends related to nursing and health care and consider their implications for practice and the provision of service to the community;
- gain knowledge and skills in various research methods and develop competence in conducting research;
- extend knowledge, deepen understanding and increase competence in a chosen field of practice; and
- explore and pursue alternative approaches to nursing practice within the context of the Australian health care system.

Course Duration

The course is offered over one year on a full-time basis or part-time equivalent.

Admission Requirements

To qualify for admission to the course applicants must be registered as a Division 1, 3 or 4 nurse; and hold, or be eligible to hold, a current Practising Certificate with the Nurses Board of Victoria.

Diplomates who wish to apply for entry are invited to seek exemption for up to fifty per cent (50%) of the course. It should be noted, however, that the subject HHR1243 Nursing Studies 3 Clinical Project is not available for exemption.

Preference will be given to non-diplomate applicants who have completed a degree preparation course, for example Learning Options or similar bridging course.

Course Structure

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Credit Points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HHF1113</td>
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<td>HHF1123</td>
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</tr>
<tr>
<td>HHF1133</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HNB1143</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HNB1243</td>
<td>30</td>
<td>6</td>
</tr>
<tr>
<td>Nursing Studies 1 Elective</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>Nursing Studies 2 Cognate Studies: Elective</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>Course Total</td>
<td>120325</td>
<td></td>
</tr>
</tbody>
</table>
Bachelor of Health Science (Honours) - Nursing

Course Code: HHNU

Course Objectives
The aims of the course are to enable graduates to:
• demonstrate advanced knowledge and specialised skill in the selection, application and integration of qualitative research methods to generate, test and extend theory;
• assess how the concepts of causality, correlation and probability impact on choice of scientific design derived from the classic experimental model;
• recognise the relationship between a research problem and research design;
• examine a variety of philosophical positions and be able to determine their contribution to nursing's epistemology; and
• facilitate professional ethical and moral development in practice and research.

Admission Requirements
To qualify for admission to the course applicants must normally:
(gg) have satisfactorily completed a bachelor degree in nursing with a grade average of Credit (C) or higher throughout the course; and
(hh) be eligible for registration as a Division 1 nurse with the Nurses Board of Victoria.

Applicants who do not meet the normal entry requirements will be considered for entry if they meet the following criteria:
(ii) satisfactory completion of a one-year post-registration degree in nursing with a grade average of Credit (C) or higher throughout the course; and
(jj) eligibility for registration as a Division 1 or Division 3 nurse with the Nurses Board of Victoria;

or

(ikk) satisfactory completion of a bachelor degree in a discipline other than nursing with a grade average of Credit (C) or higher throughout the course; and
(ll) eligibility for registration as a Division 1 or Division 3 nurse with the Nurses Board of Victoria.

Course Duration
The duration of the course is offered over one year on a full-time basis or part-time equivalent.

Course Structure
Students are required to study three specified subjects and to complete a minor thesis within two semesters of full-time study (or the part-time equivalent). The structure of the course permits some flexibility in that all four subjects of one-semester duration, may be taken in any order and do not have any prerequisite or co-requisite requirements.

In order to be awarded a Bachelor of Health Science (Honours) - Nursing students must complete all subjects with Honours H3 or above.

<table>
<thead>
<tr>
<th>Credit Points</th>
<th>Semester One</th>
<th>Semester Two</th>
</tr>
</thead>
<tbody>
<tr>
<td>HHM6000 Nursing Enquiry and Knowledge</td>
<td>20</td>
<td>39</td>
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<tr>
<td>HNJ4312 Minor Thesis A</td>
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<td>HNJ4314 Minor Thesis B (full-time)</td>
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<td>HNJ4313 Minor Thesis B (part-time)</td>
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<td>HFR0001 Advanced Quantitative Research Methods</td>
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<tr>
<td>HNM2010 Practice Allegiances</td>
<td>20</td>
<td>39</td>
</tr>
<tr>
<td>HNM7000 With Childbearing Women</td>
<td>20</td>
<td>6</td>
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<tr>
<td>HNM7002 The Childbearing Journey</td>
<td>10</td>
<td>3</td>
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<tr>
<td>HNM7000 Politics of Maternity Services</td>
<td>10</td>
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<tr>
<td>SBD1525 Anatomy &amp; Physiology</td>
<td>15</td>
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</tr>
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HFR0002 Advanced Qualitative Research
Methods 20 39
Course Total: 120 312

Applicants who have previously passed HHHF1133 Foundation Studies 3: Knowledge and Nursing Knowledge, will be required to undertake either HHM6236 Ethics and Nursing Practice or HHG5125 Theoretical Foundations of Healing or negotiate a suitable subject from a Graduate Diploma/Masters program with the Course Co-ordinator in place of HHM6000 Nursing Enquiry and Knowledge.

Bachelor of Midwifery

Course Code HBMI
(Course availability in 2002 subject to final accreditation)

Course Objectives
The course aims to prepare midwives who will be able to:
• practice competently and confidently in a variety of maternity settings;
• demonstrate practice which is evidence-informed;
• reflect attitudes which are congruent with the philosophy of valuing women, women-centred care, and woman-midwife partnership;
• work both as a primary carer and in collaboration with other healthcare professionals in providing comprehensive care through women's reproductive life; and
• achieve employment in a variety of maternity care settings.

Admission Requirements
To qualify for admission to the course, an applicant must have successfully completed the Victorian Certificate of Education (VCE), with Units 1 and 2 Maths (any); Units 3 and 4 English and a study score of at least 20; Units 3 and 4 of Psychology; and at least two of the following: Biology, Chemistry, contemporary Society, Health education, Human Development, Legal Studies, Physics, or Maths (any).

Applicants who do not meet the normal admission requirements but who possess appropriate educational qualifications, work or life experiences which would enable them to successfully undertake the course, will be considered for admission.

Course Duration
The course is offered over three years on a full-time basis.

Course Structure

<table>
<thead>
<tr>
<th>Year One</th>
<th>Credit Points</th>
<th>Hours/week</th>
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<tr>
<td>Semester One</td>
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<td>ASE1310 Introduction to Sociology</td>
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<td>HNM7000 With Childbearing Women</td>
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<td></td>
<td>SBD1515 Anatomy &amp; Physiology</td>
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<td>Semester Two</td>
<td>HNM1020 Making Practice Connections</td>
<td>20 208*</td>
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<td></td>
<td>HNM7001 The Childbearing Journey</td>
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<td></td>
<td>HNM7002 Politics of Maternity Services</td>
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<th>Credit Points</th>
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<tr>
<td>Semester One</td>
<td>HNB3122 Research in Health Care</td>
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<td>HNM2010 Practice Allegiances</td>
<td>20 208*</td>
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<tr>
<td>Course Code</td>
<td>Course Title</td>
<td>Points</td>
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</tr>
<tr>
<td>HNM7003</td>
<td>With Women: Rethinking Pain</td>
<td>20</td>
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<td>HNM7004</td>
<td>Unpacking Midwifery Knowledge</td>
<td>10</td>
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<tr>
<td>HNB2223</td>
<td>Ethics and Legal Studies</td>
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<tr>
<td>HNM2020</td>
<td>Towards a Midwife Self</td>
<td>20</td>
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<tr>
<td>HNM7005</td>
<td>Women's Health: Socio-Political Context</td>
<td>20</td>
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<td>HNM7006</td>
<td>Midwives Working With Diversity</td>
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<td><strong>Total Year Two:</strong></td>
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**Year Three**

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<th>Semester One</th>
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<td>Navigating Childbearing Obstacles</td>
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<tr>
<td>HNM3011</td>
<td>Women's Health Practice</td>
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<tr>
<td>HNM7007</td>
<td>Childbearing Obstacles</td>
<td>15</td>
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<td>HNM7008</td>
<td>Women's Health: Women's Business</td>
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<td><strong>Total Year Three:</strong></td>
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<table>
<thead>
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<tr>
<td>HNM3020</td>
<td>Working With Babies</td>
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<td>HNM3021</td>
<td>Independent Learning Unit</td>
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<td>HNM7009</td>
<td>Babies Needing Extra Care</td>
<td>15</td>
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<tr>
<td>HNM7010</td>
<td>Hanging Up a Shingle</td>
<td>15</td>
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<td><strong>Total Year Three:</strong></td>
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</table>

**Course Total:** 360

*Clinical practice hours.

**Professional Recognition**

Graduates will be eligible for membership with the Australian College of Midwives.
Undergraduate Subject Details

ACA1001 INTRODUCTION TO WRITING

Campus Sunbury.
Prerequisite(s) Nil.
Content The subject aims, in the first instance to develop students' knowledge of the craft of writing in the context of sporting organisations. Particular emphasis is placed on the relationship between styles of organisational writing and their impact on communication processes in an organisational setting. Students will examine strategies of writing using a process approach, and develop competence in the writing of letters, memos, press releases, submissions, reports and proposals. Syntax, grammar and style will be evaluated in relation to specific considerations of the audience and the purpose in writing. The second part of the subject will develop competence in and knowledge of the forms of writing for the media, with special emphasis on sports writing.
Required Reading To be advised by lecturer.
Class Contact Three hours per week for one semester comprising one one-hour lecture and one two-hour workshop.
Assessment Major assignment, 40%; seminar paper, 30%; folio, 30%.

ACA2007 ELECTRONIC PUBLISHING AND EDITING

Campus Sunbury.
Prerequisite(s) ACA1001 Introduction to Writing; BCFP220 Database Applications in Sport; or equivalent.
Content The aim of this subject is provide students with the skills to use desktop publishing and web authoring packages in a sport setting. In the first part of the subject specific attention will be given to the terminology associated with desktop publishing packages, the editing process, and the skills required to edit documents. In the second part of the subject students examine the function of editing and publishing processes in the context of small presses, in-house and community publications. Students will develop a range of skills in copy and structural editing, proofreading, design and layout techniques. Students will examine texts together with developing their own editing and design skills for sport and related publications.
Required Reading Australian Government Printing Service 1994, Style Manual for Authors, Editors and Printers, 5th edn, AGPS, Canberra
Class Contact Three hours per week for one semester comprising one three-hour workshop.
Assessment One copy editing and proofreading examination, 20%; exercise in layout and design, 20%; small-group project in publication production, 40%, end of semester examination, 20%.

ACA2009 SPORT MAGAZINE PRODUCTION

Campus Sunbury.
Prerequisite(s) ACA2007 Electronic Publishing and Editing; ACA3001 Professional Sport Writing; or equivalent.
Content The subject will cover all aspects of the small magazine production process including copy editing, layout, cover design, final production and distribution. Students will be required to produce a small sport magazine of professional quality.
Required Reading All of the required readings are available in a pack from the University bookshop.
Recommended Reading To be advised by the subject lecturer.
Subject Hours Three hours per week for one semester, comprising one one-hour lecture and one two-hour tutorial/workshop.
Assessment Class activities (30%); magazine production (50%); sport magazine case study (20%).

ACA3001 PROFESSIONAL WRITING FOR SPORT

Campus Sunbury.
Prerequisite(s) ACA1001 Introduction to Writing.
Content This subject is designed to provide further development students’ professional writing skills, with a special emphasis on sport. The subject contains three modules – sports journalism, writing for public relations, and promotion – and builds on skills gained in Introduction to Writing. The subject examines some theoretical, social and commercial aspects of sport, public relations and promotion. Students will have the opportunity to analyse the professional writing skills involved, and to develop their own sport writing skills.
Required Reading To be advised by lecturer.
Class Contact Three hours per week for one semester comprising one one-hour lecture and one two-hour workshop.
Assessment One media release, 25%; one critique, 35%; writing project, 40%.

ACF1005 INTRODUCTION TO CYBERCULTURE

Campus St Albans.
Prerequisite(s) Nil.
Content This subject is designed to provide beginning artists with an overview of the technological shaping of our culture. It aims to introduce students to the Web and the ways in which the Internet is changing the field of communications. Students will learn about the development of the Web and issues regarding its content and direction. Issues arising from a variety of media relevant to Cyberculture will be explored, including popular films, Internet games, and a designated text. Tasks and projects centre on the use of a variety of electronic communications as well as the development and design of a website.
Required Reading Gauntlett, D. (2000), Web Studies: Rewiring media studies for the digital age, Oxford University Press, USA. As this is such a dynamic and ever-changing field, appropriate texts will change frequently. Most assigned readings will be on the web.
ACF1006 CYBERCULTURE STUDIES

Campus St Albans

Prerequisite(s) ACM1005 Introduction to Cyberculture.

Content This subject builds upon the first semester subject “Introduction to Cyberculture” The broad philosophical theories introduced in Semester One, are examined in more detail. Attention will be given to Cyberculture and how it relates to literature, movies, music, art, lifestyles, politics, and sexuality of the post-modern world. There will also be a focus on the ways in which different technologies have shaped the studio practices of visual artists, in particular the relationship between Cyberculture and the production of visual arts. Tasks and projects include visits to Virtual art galleries and museums, research and analysis of web based electronic art and the creation of a web based art project.


Subject Hours One-hour lecture and Two-hour tutorial per week.

Assessment On-line participation 20%; virtual resource folio (20%); critical essay of 2000 words (30%); web project and presentation (30%).

ACM1001 MULTIMEDIA 1A

Campus St Albans, Malaysia

Prerequisite(s) Nil

Content This subject is designed to give students an introduction to practical and theoretical aspects of multimedia, providing a foundation for a future career in the industry. Students learn basic principles of multimedia design and how to capture images and sounds digitally in order to incorporate those images and sounds into an interactive project. The course also examines the historical basis of image in our century, the impact of multimedia on communication, and future directions in multimedia technology.


Class Contact Four hours per week for one semester comprising one one-hour lecture and one three hour workshop.

Assessment Project work 80%; essay 20%

ACM1002 MULTIMEDIA 1B

Campus St Albans, Malaysia

Prerequisite(s) ACM1001 Multimedia 1A

Content This subject examines recent technological developments that have enabled computer based forms of artistic expression and communication. It develops skills for the production of a digital video for CD Rom. The second part of the course focuses on web design and authoring. Guest lecturers from the multimedia industry showcase their work in web design and discuss contemporary industrial and production issues.

Required Reading To be advised by the lecturer

Recommended Reading Robin Williams and John Tollett - The Non-Designers Web Book, Peachpot Press, Berkley CA

Class Contact Four hours per week for one semester comprising one one-hour lecture and a three hour workshop. Assessment Video production 50%; web production 50%

ACM1003 ANIMATION FOR MULTIMEDIA

Campus St Albans

Prerequisite(s) Nil

Content Animation is a characteristic medium of communication in computer based applications. This subject will introduce students to basic concepts of developing animations for use in CD ROM and web site production. This subject provides students with an overview of the development and range of applications of animation. The subject will deliver the necessary foundation skills and knowledge to produce basic computer animations for multimedia.

Required Reading Paton, Brooks and Franklin, Derek, 1999, Creative Web Animation, Peachpot Press, Davis, Jack and Mermot, Susan, 1998


Class Contact Class contact will be in the form of a one hour lecture and a three hour workshop.

Assessment Four class exercises, each concentrating practising a specific skill, graded in difficulty, 40% major practical project (40%), critical evaluation of appropriate productions of 1000 words in length (20%).

ACM1004 DESIGN FOR MULTIMEDIA

Campus St Albans

Prerequisite(s) Nil

Content This subject will introduce students to the specific requirements and principles of electronic design for Multimedia. Students will learn about the concepts involved in the multi dimensional aspects of multimedia production and develop an understanding of the role of design in various aspects of production.


Class Contact Class contact will be in the form of a one hour lecture and a three hour workshop for both subjects.

Assessment Four class exercises, each concentrating practising a specific skill, graded in difficulty, 40% major project, 40%; critical evaluation of appropriate productions, 20%.

ACM2001 MULTIMEDIA 2A

Campus St Albans, Malaysia

Prerequisite(s) Normally ACM1002 Multimedia 1B

Content This subject introduces students to the issues and processes necessary for the successful construction of a completed interactive multimedia project. The subject builds on existing skills in Dreamweaver, introducing students to Lingo programming and further utilisation of video and sound editing software. Students learn to manage the quality of media resources in multimedia production with respect to file formats, compression, sound, video, and graphic quality and gain experience in cross platform production. They explore the ways in which technical issues impact
on production. The course also focuses on elements of concept development and screen and navigational design.

**Required Reading**
To be advised by the lecturer

**Class Contact**
Four hours per week for one semester comprising one hour lecture and a three hour workshop.

**Assessment**
Project planning documents 20%, workshop portfolio 20%, interactive production 60%.

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**ACM 2002 MULTIMEDIA 2B**

**Campus**
St Albans, Malaysia

**Prerequisite(s)**
Normally ACM 2001 Multimedia 2A

**Content**
This subject focuses on multimedia for use on the Web and how to optimise the media assets included in student production for web delivery. The subject builds upon and expands the skills, knowledge and understanding of pre-production and production processes utilised in the creation of multimedia products. Students work on the production of a website with a focus on issues such as file formats and sizes, compression, data transfer rates, and video and graphic quality.

**Required Reading**
To be advised by the lecturer

**Class Contact**
Four hours per week for one semester comprising one hour lecture and a three hour workshop.

**Assessment**
Essay 20%, planning documents 10%, production work 70%.

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**ACM 3001 MULTIMEDIA 3A**

**Campus**
St Albans, Malaysia

**Prerequisite(s)**
ACM 2002 Multimedia 2B

**Content**
The third year of multimedia comprises several modules. Each module is designed to increase the critical awareness of new media, to consolidate the practical production skills acquired to date, and to develop the skills to produce a major graduating project.

**Required Reading**
To be advised by lecturer

**Recommended Reading**
Media International Australia; Internet AU; RealTime; ANAT News; Digital Media Funding agencies guidelines.

**Class Content**
Four hours per week for one semester comprising one-one hour lecture and one three-hour workshop

**Assessment**
based on both theoretical and practical components of the subject. The course program comprises 15 days work experience, a graduating project, critical research and writing, script development and production planning and a short skills review project. Assessment: script and production plan 20%, graduating project 30%, critical writing assignment 10%, industry placement and workplace diary, short practical project 20%.

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**ACM 3002 MULTIMEDIA 3B**

**Campus**
St Albans, Malaysia

**Prerequisite(s)**
ACM 3001 Multimedia 3A

**Content**
The third year of multimedia comprises several modules. Each module is designed to increase the critical awareness of new media, to consolidate the practical production skills acquired to date, and to develop the skills to produce a major graduating project.

**Required Reading**
To be advised by lecturer

**Recommended Reading**
Media International Australia; Internet AU; RealTime; ANAT News; Digital Media Funding agencies guidelines.

**Class Contact**
Two hours per week for one semester comprising one two-hour lecture and a short skills review project.

**Assessment**
based on both theoretical and practical components of the subject. The course program comprises 15 days work experience, a graduating project, critical research and writing, script development and production planning and a short skills review project. Assessment: script and production plan 20%, graduating project 30%, critical writing assignment 10%, industry placement and workplace diary, short practical project 20%.

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**AFC 1001 SURVEY OF ART 1**

**Campus**
St Albans

**Prerequisite(s)**
Nil.

**Content**
This subject examines the development of western art from earliest times to Modernism and Post-modernism. Key points in art history will be discussed with a view to identifying changes in approaches to art making and the contribution of major artists will be examined. Lectures will focus on techniques and methods employed by artists in order that those techniques be employed by students in their own art making. Attention will also be given to the role of women in art during this time and as such students will consider the historical reality of women’s participation in art.

**Required Reading**
Janson, H.W and Janson, A.F. 1991. *History of Art: a survey of the major visual arts from the dawn of history to the present day*. H.N. Abrahams. NY.

**Recommended Reading**

**Class Contact**
Three hours per week for one semester comprising one two-hour lecture and one one-hour tutorial.

**Assessment**
Essay, 40%; class presentation, 30%; review of exhibition, 30%.

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**AFC 1003 SURVEY OF ART 2**

**Campus**
St Albans

**Prerequisite(s)**
AFC 1001 Survey of Art 1 or equivalent.

**Content**
This subject will continue the historical and contemporary analysis of art but with a particular focus on the ways visual art works are made in particular cultural contexts, as well as how different social and cultural groups produce art in Australia. Lectures will focus on a thematic introduction to the arts in China, south-east Asia and Japan with particular attention to issues of technique, style, content and the role of the visual arts in these societies. Attention will also be placed on the art of indigenous Australians and the art of multicultural Australia and the relationship between these and other art making activities within this society. Students will be encouraged to draw upon the art of their own cultures in the lectures and gallery visits.

**Required Reading**

**Recommended Reading**

**Class Contact**
Three hours per week for one semester comprising one two-hour lecture and one one-hour tutorial.

**Assessment**
Essay, 40%; class presentation, 30%; review of media article, 30%.

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**AFC 2001 ART AND TECHNOLOGY**

**Campus**
St Albans

**Prerequisite(s)**
AFC 1003 Survey of Art 2 or equivalent.

**Content**
This subject will explore how artists employ various technologies as they become available and as such, explore the relationship between artists and the cultures within which they operate. Lectures will focus on the meaning of technology as well as specific technologies which have been used by artists such as oil and acrylic paint, perspective and the development of various theories of colour. Technologies employed in the creation of both sculpture and printmaking will also be discussed. Specific attention will be given to the role of ‘mechanical reproduction’ and artists who have employed such techniques. Accordingly, the still and movie camera, VCR, photocopier, fax and computer will be
highlighted. The subject will consider the history of the development of computers and computer mediated art and how this relates to contemporary art making.

**Required Reading**


**Recommended Reading**


**Assessment**

Essay, 40%; class presentation, 30%; review of art/technology exhibition, 30%.

**AFC3002 AESTHETICS AND ART CRITICISM**

**Campus**

St Albans.

**Prerequisite(s)**

AFC2001 Art and Technology or equivalent.

**Content**

This subject is designed to introduce students to aesthetics and art criticism as a branch of philosophy. Lectures will draw upon basic analytical tools of philosophy to the traditional concepts, figments and theories of beauty and art. Lectures will explore the idea of art and non-art, good art and bad art, definitions of beauty and the function of art as they particularly relate to computer mediated art. Contemporary art criticism will be highlighted in order that students will use processes of critical analysis and appropriate language to describe the way images are developed and implemented. Many of the sessions will be conducted on site at various galleries as well as gallery sites online through the WWW. Time based art work such as videos and CD-ROMS will also be analysed.

**Required Reading**


**Recommended Reading**


**Class Contact**

Three hours per week for one semester comprising one two-hour lecture and one one-hour tutorial.

**Assessment**

Essay, 40%; class presentation, 30%; review of artists work, 30%.

**AFC3001 THE PROFESSIONAL ARTIST**

**Campus**

St Albans.

**Prerequisite(s)**

Nil.

**Content**

This subject will require students to work collectively in order to develop skills appropriate for planning and implementing the Graduating Exhibition. Curators from both public and commercial galleries will provide information on the organisational arrangements and other curatorial issues necessary to stage an exhibition. Topics such as selection of work, appropriate gallery space, exhibiting computer mediated work including Web sites and works on computer screen will be examined. Selection of exhibition focus, cataloguing of work, publicity, staffing of the exhibition, and guest speakers will also be addressed. Exhibiting the work in non-traditional forums will be discussed. Professional Studies will equip students with skills necessary to function as professional artists.

**Required Reading**


**Recommended Reading**


**Class Contact**

Four hours per week for one semester comprising one four-hour workshop.

**Assessment**

Successful participation in and completion of the exhibition, 75%; journal, 25%.

**AFC3002 COMPUTER MEDIATED ART**

**Campus**

St Albans.

**Prerequisite(s)**

HFC3001 The Digital Image or equivalent.

**Content**

This subject will provide an opportunity for students to produce a series of finished computer mediated images which draw upon time based interactive multimedia, the demonstration reel produced in The Digital Image, analogue art subjects and other computer mediated art produced using a variety of art software packages. The final products will then be placed on an Internet gallery site created and maintained by all students as well as individual CD ROMS. Content will address some basic programming issues in the development of original algorithmic filters for computer mediated art work, the place of both analogue and computer mediated art on the WWW, and the future of art in a digital environment. In addition to students producing a selection of final art products, they will need to draw all their ideas together through the production of an electronic exegesis.

**Required Reading**

[CTHEORY](http://wwwctheoryaaceatweb) at [wwwctheoryaaceatweb](http://wwwctheoryaaceatweb)

**Recommended Reading**


**Class Contact**

Four hours per week for one semester comprising one one-hour lecture and one three-hour workshop.

**Assessment**

Folio for the WWW, 60%; Exegesis, 40%.

**AFC3003 COMMUNITY AND INDUSTRIAL PLACEMENT**

**Campus**

St Albans.

**Prerequisite(s)**

HFC3002 Design Research Project or equivalent.

**Content**

The final subject in this major will require students to undertake a research project in a community/industrial setting in the western suburbs where possible. Students will be expected to develop, implement and evaluate a visual art project which draws upon all aspects of the course in conjunction with community groups such as schools or local art organisations or in industrial settings such as computer bureaus or art and design companies. Students will be involved in the production of art work and its documentation. Lectures will focus on art as a research activity and the inclusion of some qualitative research methods such as case writing will be included. Students will produce an exegesis on the project.

**Required Reading**

To be negotiated with student.

**Class Contact**

The equivalent of four hours per week for one semester.

**Assessment**

Folio/documentation of project/exhibition, 60%; Exegesis, 40%.

**AFC3004 GRADUATING EXHIBITION**

**Campus**

St Albans.

**Prerequisite(s)**

AFC3001 The Professional Artist or equivalent.

**Content**

This subject will require students to evaluate their Graduating Exhibition using a variety of evaluation tools including critical responses from diverse sources. Content will also cover professional issues such as grant submissions, employment opportunities, networking, establishing and managing a fine art business and sustaining business relations with galleries and other art outlets.

**Required Reading**


**Recommended Reading**

### APP1012 PSYCHOLOGY 1A

**Campus** St Albans  
**Prerequisite(s)** Nil  
**Content** The subject aims to provide students with an introduction to the discipline of psychology, giving a general view of the social and biological influences on human behaviour while establishing a solid basis for further, detailed work in subsequent years. The subject involves psychological experimentation including application of descriptive statistics. Topics covered include perception, learning, memory and information processing, social psychology, motivation and emotion, intelligence and abilities.  
**Required Reading** To be advised by lecturer.  
**Class Contact** Five hours per week, including 3 one-hour lectures.  
**Assessment** Semester examination, 50%; laboratory reports and quizzes, 50%. There is a requirement that students attain 80% of laboratory classes. (Subject to change.)

### APP1013 PSYCHOLOGY 1B

**Campus** St Albans  
**Prerequisite(s)** APP1012 Psychology 1A.  
**Content** The subject aims to further introduce students to the discipline of psychology, continuing to consider the social and biological influences on human behaviour while consolidating a firm basis for more advanced, detailed work in subsequent years. The subject involves further work on psychological experimentation and application of inferential statistics. Topics covered include brain and behaviour, personality-theory and assessment, health and stress, abnormal psychology and therapy, language and the brain. Basic computer analysis is also taught.  
**Required Reading** To be advised by lecturer.  
**Class Contact** Five hours per week for one semester comprising three one-hour lectures and one two-hour laboratory.  
**Assessment** Semester examination, 50%; laboratory reports, tutorial work and/or essay, 50%. There is a requirement that students attend 80% of laboratory classes. Students planning to take APP2011 Psychology 2 must pass the design and analysis component of APP1013 Psychology 1B. Students who fail Design and Analysis but pass other components will be graded with (S) ungraded pass. (Subject to change.)

### APP2013 PSYCHOLOGY 2A

**Campus** St. Albans, Werribee  
**Prerequisite(s)** APP 1012 Psychology 1A; APP1013 Psychology 1B and a pass in Design and Analysis assessment or a pass in APPS2040 Quantitative Social Research Methods.  
**Content** The aim of the subject is to promote a more integrated understanding of life long development of the human being, by studying such topics as: personality development, developmental psychobiology, developmental cognition, and interpersonal interaction. There is also emphasis on methods used in psychological inquiry, including statistical computer skills.  
**Required Reading** To be advised by the lecturer  
**Class Contact** Five hours per week, including 3 one-hour lectures.  
**Assessment** Two end of semester examinations 40%. Course work includes a literature review, essay, article review and a laboratory report totaling 60%. In addition students will need to meet a 80% minimum requirement attendance for laboratory classes to pass this subject. Students intending to pursue psychology intensively at a postgraduate level may consider also enrolling in Qualitative and Quantitative Social Research Methods as electives.

### APP2014 PSYCHOLOGY 2B

**Campus** St. Albans, Werribee  
**Prerequisite** APP2013 Psychology 2A  
**Content** This subject builds on the work completed in the first semester and looks to further enhance students understanding of human life span development. Topics include the family, child development, adult development, aging and special topics such as reading development. As in semester one there is also emphasis on methods used in psychological inquiry, including statistical computer skills.  
**Required Reading** To be advised by the lecturer  
**Class Contact** Five hours per week, including 3 one-hour lectures.  
**Assessment** Two end of semester examinations 40%. Course work includes a poster paper, seminar presentation, article review and a laboratory report totaling 60%. In addition students will need to meet a 80% minimum requirement attendance for laboratory classes to pass this subject. Students intending to pursue psychology intensively at a postgraduate level may consider also enrolling in Qualitative and Quantitative Social Research Methods as electives.

### APP3011 PSYCHOLOGY 3A

**Campus** St Albans, Werribee.  
**Prerequisite(s)** APP2013 Psychology 2A and APP2014 Psychology 2B.  
**Content** The aim of the subject is to: extend the breadth and depth of students’ understanding and skills in the area of psychological research; explore particular topics at some depth, and gain an appreciation of the extent of theory and research within any given area; enhance students’ competence and sophistication in theoretical argument and evaluation; contrast and draw connections between the theoretical constructs and forms of explanation used in diverse fields of psychology; provide opportunities for students to develop their interaction skills in dynamic, group and organisational settings. There are four compulsory topics.
Research Methods  Historical, descriptive, quasi-experimental and experimental design research. Computerised data handling including multivariate analysis. History and Theories  The place of psychological theories and practices in twentieth century thought is pursued through lecture presentations on: positivism, behaviourism, cognitivism, psychoanalysis, recent philosophies of science, and post-modernism; complemented by case studies and a seminar program based on selected readings. Psychological Assessment  The assessment of personality and abilities. Topics include test construction and administration, tests of personality, intelligence and achievement, advanced tests of personality, intelligence and achievement, advanced theory and practice of interviewing. Social Psychology  An examination of various preoccupations and theoretical underpinnings of social behaviour. Topics likely to include aggression, self and person-perception, attraction and pro-social behaviour. Two compulsory units will be offered in each semester.

Required Reading  To be advised by lecturer.

Class Contact  Average of four hours per week for two semesters comprising two two-hour topics.

Assessment  Each topic is equally weighted at 25%. Assessment methods vary from topic to topic, but may include essays, seminar presentations, practical reports, case studies and examinations. There is an 80% attendance requirement for some units.

APP3012 PSYCHOLOGY 3B

Campus  St Albans, Werribee.

Prerequisites  APP2013 Psychology 2A and APP2014 Psychology 2B

Content  The overall subject aims are as stated for APP3011 Psychology 3A. Psychology 3B consists of four topics, two in each semester. Topics may vary from year to year but will cover some of the following areas of psychology.

Counselling Theory and Practice  This topic will examine some major theories of counselling (psychodynamic, humanistic, cognitive-behavioural and family therapy) and will include experiential work on counselling practice.

Group Behaviour  Human groups from perspective of psychodynamic and systems theories, linking behaviour in the group to intrapersonal, interpersonal and social processes.

Introduction to Neuropsychology  A study of human brain-behaviour relationships focusing on the impact of brain impairment on behaviour. Topics covered include the effects of head injury, epilepsy and brain diseases on the child, adult and family.

Organisations and Work  Organisational behaviour, discussed in the light of theories of management and leadership, sociotechnical systems and the motivations and meanings of work.

Personality Theories  This topic examines a small group of personality theories in depth. Theories covered may include the psychoanalytic school, phenomenological and trait approaches, learning and social learning theories.

Psychobiology  Selected aspects of the psychobiology of hunger, overeating, pain, pleasure, addiction, drug effects, biological rhythms, sleeping and waking.

Psychoanalysis  This topic will study the writings of Sigmund Freud and include topics relevant to psychoanalysis as a method of observation, a theory and in clinical practice.

Psychology of Adjustment  This topic begins with a study of maladjustment and examines some core issues in 'abnormal psychology', followed by a study of adjustment; stress and coping in relation to 'normal' life-cycle problems and atypical or catastrophic events.

Stress, Crisis and Trauma  This topic examines, through experiential workshops, how different experiences and events are encountered and managed in everyday life or in traumatic situations.

Psychological Issues in the Workplace  This topic is only available to students engaged in work (paid or voluntary) and considers the wide range of work-related issues from a psychological point of view. The topic is particularly aimed at students who are not intending to become psychologists.

Aboriginal People and Psychology  Such topics as the psychology of unequ

Required Reading  To be advised by lecturer.

Class Contact  Four hours per week for two semesters comprising two topics in each semester.

Assessment  Each topic is equally weighted, 25%. Assessment methods vary from topic to topic but may include essays, seminar presentations, practical reports, case studies and examinations. There is an 80% attendance requirement for some units.

APT 1310 PSYCHOLOGY 1

Campus  St Albans.

Prerequisite(s)  Nil.

Content  This subject provides, at an introductory level, an integrated understanding of life-long human development, and of the family and relationship context within which development occurs. A survey of social, emotional, cognitive and personality development in infancy, childhood, adolescence, adulthood and old age will be carried out. Theories of personality/social/emotional development and theories of cognitive development will be introduced; and the relationships between cognitive and social/emotional development examined. Also an introduction to the theory of family systems and to developmental changes in the family will be given.


Class Contact  Three hours per week for 11 weeks of one semester; comprising two one-hour lectures and one one-hour tutorial.

Assessment  Assignment/essay (40%); tutorial assessment (20%); examination (40%).

APT 1320 PSYCHOLOGY 2

Campus  St Albans.

Prerequisite(s)  Nil.

Content  The aims of this subject are twofold: firstly, to foster students' understanding of human behaviour through the study of selected intrapsychic, interpersonal, social and psychobiological processes; and, secondly, to facilitate the development of students' interpersonal communication skills. Topics include: sexuality; loss and grief – and communication; psychological processes and behaviour including psychological perspectives on pain; sleep; circadian rhythms; social processes and behaviour – helping behaviour; conformity; stereotyping and prejudice.


Class Contact Three hours per week for 11 weeks of one semester; comprising one one-hour lecture and one two-hour workshop.

Assessment Assignment/essay (30%); tutorial assessment (35%), examination (35%).

APT250 PSYCHOLOGY FOR CHINESE MEDICINE PRACTITIONERS

Campus St Albans.

Prerequisite(s) HHT1002 Fundamentals of Chinese Medicine; or equivalent.

Content An overview of Psychoanalysis (Freud and others); Behaviorism (Skinner) and cognitive behavioral perspectives; Humanistic psychology (Maslow, Rogers); Transpersonal psychology (Jung, Grof, Laing and others); applications of psychological theory in the context of health and disease; Traditional Eastern perspectives on mind and consciousness; Contemporary research into mind and consciousness.


APU300 PSYCHOLOGICAL ISSUES

Campus City King, St Albans.

Prerequisite(s) Nil.

Content This subject will provide students with a basic understanding of psychological principles and their application to health sciences. A focus on self-esteem, body image, aging, disability and resulting loss or grief outcomes will be addressed from a psychological perspective. The social context of these issues, as well as their effect upon individuals, will be examined. The subject will also consider interpersonal processes in a health care context and address the issue of recognising serious psychological distress and disturbance. The focus of this subject will be primarily directed at understanding that assists the student to facilitate the health and well-being of clients.


ASE1310 INTRODUCTION TO SOCIOLOGY
Campus St Albans.
Prerequisite(s) Nil.
Content This subject offers students an introduction to sociology with particular emphasis on the social context in which the health care system is situated. Students will be introduced to key indicators of the social distribution of health and illness in Australian society. The subject will provide a critical consideration of the concepts of class, gender and ethnicity; and the role of these concepts in sociological interpretation.
Required Reading To be advised.
Class Contact Three hours per week for one semester, comprising one two-hour lecture and one one-hour tutorial.
Assessment Essay, 60%; class paper, 40%.

ASE1410 SOCIOLOGY OF HEALTH AND ILLNESS
Campus Footscray Park, St Albans.
Prerequisite(s) ASE1310 Introduction to Sociology.
Content This subject is concerned to develop students' knowledge of social structure, and understanding of social problems in the making of our histories and contemporary lives. Therefore, in the first semester module, Researching People's Lives, students will interview an older person (or people) from one of the local clans (Wembawemba, Yotayota, Barabarbara, Jabula-Jabula). A major emphasis in this activity is developing knowledge and skills in the method of Oral History. This activity will enable students to explore issues in people's lives and develop valuable interviewing and other transferable research skills.
Class Contact Two hours per week for one semester.
Assessment Oral history project: interview, 30%; presentation of findings in oral, visual and written forms, 40%; class exercises, 30%.

AXS1014 KOORI KNOWLEDGE AND CULTURE 1
Campus Echuca.
Prerequisite(s) Normally AXS1013 Koori Knowledge and Culture 1.
Content In second semester, students will continue to explore sources of their local Koori knowledge and culture. A negotiated choice will be made of which of the following modules to undertake. Stories We Have Heard with the guidance of community elders, students will investigate and assemble stories and songs from the Wembawemba, the Yotayota, Barabarbara and Jabula-Jabula; country and western music, Lake Boga stories, and other narratives. Meanings and histories of these narratives will be explored. Art as Physical Locations and on the Human Body: Again with the guidance of the elders, this module will attempt to document and analyse some of the variety of representations found in rock art, in human bodies and elsewhere. Students will explore different ways of recording representational art. Meanings and interpretations will be explored, as well as beginning to consider concepts and issues around sacred and secret knowledges. The Other Side of the Frontier: Students will be encouraged to explore documentary and oral accounts of the histories of Aboriginal individuals and communities, focusing at first on the Echuca/Elgin region. Genealogies could be constructed and timelines drawn up (as has been done amongst other communities in Australia). The impact of Europeans (such as G. A. Robinson in Victoria) and European institutions (Cummeragunga) will be examined. The ways that the local Koori communities considered and contested European ways in the Echuca area will be explored and documented.
Class Contact Two hours per week for one semester.
Assessment Research project including work in progress and written report, 50%; reflective journal, 25%; class exercises, 25%.

AXS2013 KOORI KNOWLEDGE AND CULTURE 3
Campus Echuca.
Prerequisite(s) Normally AXS1013 Koori Knowledge and Culture 1 and AXS1014 Koori Knowledge and Culture 2.

Content In the second year, the knowledge, concepts and skills initiated in first year are further developed, with greater attention to the situation of Indigenous people elsewhere in Australia. In each semester two of the four themes of the major will be pursued. 1. Making Our Own Histories: This theme from first year is further developed. The contrast between oral, written and other sources is taken further, using examples such as the stories of Aboriginal footballers, recollections of ‘the stolen generation’, and various accounts of ‘the invasion’. Additional source methods are introduced, especially aerial photography, cemetery analysis, and newspaper scanning. Debates within historiography over ‘what is history’ are explored, drawing upon feminist, indigenous and other critiques. 2. Recovering Our Own Language: Language is a key aspect of identity. Indigenous languages are disappearing in Australia at the rate of one every year. A major project and concern of Indigenous peoples is preservation and utilisation of language. For younger people, key questions are how can we recover something of our own language; and what use can we put this to? This theme aims to enable students to explore, record and market this product utilising skills learned in other subjects as well. This could be towards the development of a professional product using all the skills worked on over the past two years. This could be a CDROM, film, book or other activity. The intent would be to market this product utilising skills learned in other subjects as well. 2. Recovering Our Language: An introduction to central questions about the nature and functioning of the communication process in a variety of cultural contexts, especially involving indigenous people and others. Topics include: language and communication; non-verbal and interpersonal communication; communication in groups and organisations; the construction of self through communication; communication, culture and the unconscious; communication and story telling, communication and national identity.


Class Contact Two hours per week for one semester.

Assessment Research project comprising documentation, 30%; and analysis, 20%; class exercises, 20%; essay, 30%.

AXS3013 Koori Knowledge and Culture 5

Campus Echuca.
Prerequisite(s) Normally AXS2014 Koori Knowledge and Culture 4.

Content The ground covered in first and second year is further developed with greater attention to the situation of Indigenous people elsewhere in Australia and the Pacific region. In each semester two of the four themes of the major will be pursued. 1. Making Our Own Histories: At third year level, this module will work towards the development of a professional product using all the ‘history’ and skills worked on over the past two years. This could be a CDROM, film, book or other activity. The intent would be to market this product utilising skills learned in other subjects as well. 2. Recovering Our Language: An introduction to central questions about the nature and functioning of the communication process in a variety of cultural contexts, especially involving indigenous people and others. Topics include: language and communication; non-verbal and interpersonal communication; communication in groups and organisations; the construction of self through communication; communication, culture and the unconscious; communication and story telling, communication and national identity.

Required Reading Cameron, J. 1996, Bringing Them Home, AGPS, Canberra.

Class Contact Two hours per week for one semester.

Assessment Major project involving research and production of multimedia product, 80%; assignment on language, 20%.

AXS3014 Koori Knowledge and Culture 6

Campus Echuca.
Prerequisite(s) Normally AXS3013 Koori Knowledge and Culture 5.

Content The ground covered in first and second year is further developed with greater attention to the situation of Indigenous people elsewhere in Australia and the Pacific region. In each semester two of the four themes of the major will be pursued. 3.
Defending Our Own Culture: This theme introduces students to the practice and theory of community development. It draws on case studies and examples of community development as practised by indigenous (and some reference to non-indigenous) communities both from the Asia/Australia Pacific region and within Australia. The module discusses concepts of community and examines the nature of community development work. It also aims to familiarise students with linkages between community development and social action at local, regional, national and global levels. Students are encouraged to explore, analyse and develop models and case studies of community development which they consider to be of relevance to their own experience. A Living Our Land: This theme would be pursued largely practicum based in a community development or enterprise setting. The aim would be to practically apply learning in Koori Culture and Knowledge in a community and/or business setting.

BAO101 ACCOUNTING FOR DECISION MAKING

Campus Footscray Park, Melton, St Albans, Sunbury, Werribee.
Prerequisite(s) Nil.
Content The objectives of the subject are to provide a basis for further accounting studies, yet meet the needs of students from other areas of business studies, to introduce students to basic accounting concepts and selected accounting practices; and to introduce students to the role of, and the processes involved in planning and decision making within the business environment. Topics include: introduction to the roles of accounting; management planning and decision making; accounting concepts; cash and accrual accounting; preparation of financial statements; forms of business ownership, and effect on financial statements; budgeting – an introduction; budgets; control and performance reports; analysis and interpretation; evaluation of performance; the operating cycle; short term decision making and cost behaviour; capital budgeting.

Required Reading To be advised by lecturer.
Class Contact Equivalent to three hours per week for one semester comprising two hours of lectures and one hour tutorial.
Assessment Final examination, 70%; coursework, 30%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BCF9220 DATABASE APPLICATIONS IN SPORT

Campus Sunbury
Prerequisite(s) BCO1101 Computer Applications
Subject Aims This subject will build on students’ use of a personal computer based database package and help them develop a practical understanding of their application in the sports administration field. The subject will assist students to move from a basic understanding in using databases to being able to design a simple database system appropriate to a sports administration environment.

Content This subject aims to provide students with skills to use a relational database package and to be able to design database systems appropriate to a sport setting. Special attention will be given to the terminology associated with database packages, the design of databases, editing and manipulating data, querying databases, producing reports from databases and integrating database information with other application packages. User interface design, including the Internet will be covered.

Recommended reading To be advised.
Subject hours Three hours per week for one semester comprising a one and one half-hour lecture and a one and one half-hour laboratory workshop.
Assessment Assignments (50%); final examination (50%). Note: students must satisfactorily complete both components (ie assignments and examination) to gain a pass in the subject.
Class contact Three hours per week for one semester comprising a one and one half-hour lecture, and a one and half hour laboratory workshop.

Assessment Tutorial assignment 8%; word processing assignment 8%; spreadsheet assignment 12%; database assignment 12%; final examination 60%.

BCO113 INFORMATION TECHNOLOGY MANAGEMENT

Campus Footscray Park, St Albans, Melton, Werribee.

Prerequisite(s) Nil.

Co-requisite(s) BCO1101 Computer Applications.

Content This subject provides an introduction to the concepts of information systems. This is achieved by introducing concepts relating to: effective management of information; strategic nature of information systems; managing information technology resource with a focus on small and medium enterprises.

Required Reading To be advised by lecturer.


Class Contact Equivalent to three hours per week for one semester comprising of a one and half hour lecture and a one and half hour tutorial/workshop per week.

Assessment Case study 50%; final examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BEO1103 MICROECONOMIC PRINCIPLES

Campus Footscray Park, Melton, Sunbury, St Albans, Werribee.

Prerequisite(s) Nil.

Content This is the first of two Economic Principles subjects. The subject aims to provide a study of basic economic principles, to develop an introduction to economic methods, and to apply these principles and methods to aspects of the Australian economy. Topics include: introduction to economics, nature, method and objectives of economics; the economising problem, relative economic resources; the market economy, demand and supply, theory and applications; including pricing ceilings, price floors, tariffs, taxes, and the labour market; consumer theory; theory of the firm, production and costs; introduction to market structure conduct and performance; price determination in perfect and imperfect competition; workable competition and competition policy in Australia; alternative theories of the firm; market imperfections.

Required Reading To be advised by lecturer.


Class Contact Equivalent to three hours per week comprising two one-hour lectures and one one-hour tutorial/computer workshop for one semester.

Assessment Continuous assessment, 50%; examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BEO1104 MACROECONOMIC PRINCIPLES

Campus Footscray Park, Melton, St Albans, Sunbury, Werribee.

Prerequisite(s) BEO1103 Microeconomic Principles.

Content This subject aims to develop the basic macroeconomic principles applicable to the Australian economy and familiarise students with the macroeconomic environment within which Australian business operates. Topics include: the measurement of macroeconomic performance with reference to national income accounting and trade cycle analysis; the classical economic model and the Keynesian revolution; Keynesian economics and the theory of income determination; monetary influences on aggregate economic activity; inflation, unemployment; traditional demand management; the Phillips Curve revisited; interflation; incomes policies; the foreign trade sector and policies for external balance.

Required Reading To be advised by lecturer.


Class Contact Equivalent to three hours of contact per week comprising two one-hour lectures and one one-hour tutorial/computer workshop for one semester.

Assessment Continuous assessment, 50% examination, 50%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available. Note: Any hand-held calculator may be used in examinations.

BEO1106 BUSINESS STATISTICS

Campus Footscray Park, Melton, St Albans, Sunbury, Werribee.

Prerequisite(s) Nil.

Content This subject enables students to acquire the skills and techniques required to analyse data in a business environment. Topics include: introduction to statistics; descriptive statistics; introduction to probability and probability distributions; normal probability distribution; sampling distributions and parameter estimation; hypotheses testing; simple linear regression and correlation; time-series analysis and forecasting; index numbers. Use will be made of a statistical computer package.

Required Reading To be advised by lecturer.


Class Contact Equivalent to three hours per week comprising two one-hour lectures and one one-hour tutorial/computer workshop for one semester.

Assessment Case study(ies)/assignment(s), 40%; final examination, 60%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BEO2186 DISTRIBUTION MANAGEMENT

Campus Footscray Park St Albans, Werribee.

Prerequisite(s) BEO1185 Retail Management Principles or Nil.

Content This subject provides an introduction to the logistic distribution functions and an overview of the major sectors in the distribution area, in terms of being able to optimize all elements of the trade push strategy. Topics include: critical role of distribution function in marketing; channels of distribution and channel participants; logistics of integrating manufacturers, wholesalers,
students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BHO1190 INTRODUCTION TO TOURISM
Campus Footscray Park, Werribee, St Albans.
Prerequisite(s) Nil.
Content This subject is an introduction to the tourism phenomenon, combining a theoretical approach to the concepts involved with a practical orientation to specific issues. It includes sections on the nature and concept of tourism, travel motivations, the historical development of tourism and the tourism system. An analytical framework is applied to the world's key generating and receiving regions incorporating planning, development and marketing issues. The subject includes the use of case studies, the interpretation of tourism statistics and the evaluation of public and private sector perspectives.
Recommended Reading An extensive bibliography is included in the course guide.
Class Contact Equivalent to two hours of lectures and one one-hour tutorial per week for one semester.
Assessment Tests and assignments, 50%; final examination, 50%; case studies, 50%. Students are expected to complete each component of the assessment to gain a pass in the subject.

BHO1191 TRAVEL OPERATIONS MANAGEMENT
Campus Footscray Park, Werribee, St Albans.
Prerequisite(s) Nil.
Content This subject investigates the operation of businesses within the travel sector including travel agents, tour operators and transport. Issues addressed include the management of travel operations, transport management, the development of travel products, packaging regulatory requirements, technological options, special interest travel and intersectoral relationships. Particular emphasis is placed on the preparation of travel itineraries and packages.
Required Reading Tourism Course Readings. A text will be advised by the lecturer.
Recommended Reading de Souto, M.S., 1993, Group Travel. 2nd edn, Delmar.
Class Contact Equivalent to two hours of lectures and one one-hour tutorial per week for one semester.
Assessment Tests and assignments, 50%; final examination, 50%. Supplementary assessment will not be available. Students are expected to complete each component of the assessment to gain a pass in the subject.

BHO2250 ADVERTISING AND PUBLIC RELATIONS
Campus Footscray Park, St Albans, Melton, Sunbury, Werribee.
Prerequisite(s) BHO1171 Introduction to Marketing
Content This subject aims to develop an understanding of the terminology of promotion, in general, and advertising, in particular, an understanding of the role of advertising both in the firm and in society, and an ability to integrate the different aspects of advertising into a comprehensive promotional plan. In addition, the subject will provide students with a knowledge of aspects of public relations and an appreciation of the processes of identifying the policies and procedures of the organisation with the view to marketing of image. Topics include: communication theory and its application; advertising; sales promotion; direct marketing.
BHO2251 PRODUCT AND PRICING STRATEGY

Campus Footscray Park, St Albans, Werribee, Sunbury.
Prerequisite(s) BHO1171 Introduction to Marketing.
Content This subject will enable students to understand how marketers define and classify products, and appreciate the variety of organisational alternatives for managing products. The subject will give insights into how existing products can be modified and how businesses develop ideas into successful products. Students will be able to recognise and appreciate the different types of product life cycles, understand the concepts of product line, product mix and product positioning and the management of products during the various stages of their life cycle, as well as appreciate the importance of branding and the factors affecting the branding decisions. The subject will also cover pricing, and how pricing strategies are formulated. Topics include: Product concepts; product strategies; positioning strategies; new product development process; design; pricing.
Class Contact Equivalent to one two-hour lecture and one one-hour tutorial per week for one semester.
Assessment Project based assignment, 50%; final examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BHO2291 TOURISM FACILITIES MANAGEMENT

Campus Footscray Park, Werribee, St Albans
Prerequisite(s) BHO1190 Introduction to Tourism.
Content This subject examines the management of tourism facilities that are destination-based, with particular emphasis on the accommodation and attractions sectors. The subject evaluates the application of resources to the tourism operation including human resources, finance, marketing and technology. A variety of techniques are evaluated which can help to address both short and long term management problems.
Required Reading Tourism Course Readings. A text will be advised by the lecturer.
Recommended Reading An extensive bibliography is included in the course guide.
Class Contact Equivalent to two hours of lectures and one one-hour tutorial per week for one semester.
Assessment Tests and assignment, 50%; final examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BHO2285 TOURISM POLICY AND ENVIRONMENT

Campus Footscray Park.
Prerequisite(s) BHO1190 Introduction to Tourism.
Content This subject is based around the development of tourism policies that will be sustainable and show sensitivity to the physical environment. The principles of policymaking are examined in a variety of different settings. The issue of who should regulate the industry to ensure sustainable policies is evaluated including the assessment of self-regulation versus government regulation. The concept of ecotourism is investigated including its relationship with cultural heritage. Investigation is made of the management of tourism regions which rely heavily on their natural assets including national parks and remote areas.
Class Contact Equivalent to two hours of lectures and one one-hour tutorial per week for one semester.
Assessment Two assignments (1 x 20%, 1 x 30%), 50% final examination, 50%. Supplementary assessment will not be available. Students are expected to complete each component of the assessment to gain a pass in the subject.
BH0234 CONSUMER BEHAVIOUR
Campus St Albans, Sunbury, Werribee. 
Prerequisite(s) BH01171 Introduction to Marketing. 
Content This is an advanced unit in marketing which examines the special requirements for successfully marketing services. The various activities in the services marketing mix are examined with particular reference to product development, pricing, promotion, place decisions, process design, people, performance and physical evidence. In addition, the role and importance of the service sector to the Australian economy is examined. 
Required Reading Bateson, John 1995, Managing Services Marketing, 3rd edn, Dryden. 
Recommended Reading Extensive reading lists are throughout the semester. 
Class Contact Equivalent to two hours of lectures and one hour of tutorial per week. 
Assessment Assignments and case study, 40%; final examination and class test, 60%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available. 

BH0342 SERVICES MARKETING 
Campus Footscray Park, Werribee. 
Prerequisite(s) BH01171 Introduction to Marketing. 
Content This is an advanced unit in marketing which examines the special requirements for successfully marketing services. The various activities in the services marketing mix are examined with particular reference to product development, pricing, promotion, place decisions, process design, people, performance and physical evidence. In addition, the role and importance of the service sector to the Australian economy is examined. 
Required Reading Bateson, John 1995, Managing Services Marketing, 3rd edn, Dryden. 
Recommended Reading Extensive reading lists are throughout the semester. 
Class Contact Equivalent to two hours of lectures and one hour of tutorial per week. 
Assessment Assignments and case study, 40%; final examination and class test, 60%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available. 

BH0333 MARKETING PLANNING AND STRATEGY 
Campus Footscray Park, Werribee, St Albans, Sunbury. 
Prerequisite(s) BH01171 Introduction to Marketing plus at least one second year and one third year marketing subject. 
Content This subject adopts a strategic approach to marketing. The tools, techniques and analyses performed in the preparation of a marketing strategy plan will be covered in detail. In addition, the subject will evaluate a number of theories developed to assist with strategy formulation. Topics covered include: trends in marketing strategy, portfolio analysis, competitor audits, customer audits, situation analysis, selecting strategic alternatives, the business vision and mission, implementation and control processes. The culmination of this subject may involve the preparation of a marketing plan. 
Required Reading To be advised by the lecturer. 
Class Contact Equivalent to two hours of lectures and one hour of tutorial per week. 
Assessment Individual essay, 20%; group project, 50%; final examination, 30%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available. 

BH0342 TOURISM PLANNING AND DEVELOPMENT 
Campus Footscray Park, Werribee. 
Prerequisite(s) BH01190 Introduction to Tourism. 
Content This subject examines issues of tourism planning and the assessment of feasibility. The importance and purpose of planning is addressed, including the role of physical and indicative planning, the role of urban and regional planning and the role of government. Particular emphasis is given to the resort development process, including the assessment of feasibility and the forecasting or demand. Relevant techniques of project management are assessed. 
Required Reading Hall, C.M. 1995, Introduction to Tourism in Australia: Impacts, Planning and Development, 2nd ed, Addison Wesley Longman Australia, Melbourne. A Supplementary Reading Booklet for this subject is available in the bookshop. 
Recommended Reading An extensive bibliography is included in the course guide. 
Class Contact Equivalent to two hours of lectures and one one-hour tutorial per week for one semester. 
Assessment Assignments and case study, 40%; final examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available. 

BH0346 TOURISM RESEARCH PROJECT 
Campus Footscray Park, Werribee. 
Prerequisite(s) BH01190 Introduction to Tourism, BH0342 Tourism Planning and Development. 
Content This subject operates as a graduating seminar. Students are introduced to project research methodology incorporating research techniques to evaluate tourism strategies and case studies. The tourism audit; identification and development of a tourism management research topic of strategic significance; undertaking a literature search and the collection and analysis of data, formulation of conclusions and recommendations and presentation of the main implications for management. Emerging issues. 
Required Reading To be advised by the lecturer. 
Recommended Reading An extensive bibliography is included in the course guide. 
Class Contact Equivalent to two hours of lectures and one one-hour tutorial per week for one semester. 
Assessment Assignment, test and presentation, 80%; final test, 20%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available. 

BLO105 BUSINESS LAW 
Campus Footscray Park, Melton, St Albans, Sunbury, Werribee. 
Prerequisite(s) Nil. 
Content This subject aims to provide students with an understanding and awareness of the basic principles of Contract Law; a familiarity with relevant case law and an introduction to the statutory provisions pertinent to the course. The instructional methodology is also aimed at providing students with a format from which they may develop an understanding of legal reasoning as it applies to the analysis of contractual relationships. Topics include: definition of contract; acceptance; termination of an offer; consideration; intention to be legally bound; certainty; terms, duress, undue influence and unconscionable contracts; statutory implied terms; discharge of contract; damages and other remedies; implication. 
Class Contact Equivalent to three hours per week for one semester comprising two one-hour lectures and one one-hour tutorial.
BLO2207 EMPLOYMENT LAW

Campus Footscray Park, St Albans, Sunbury, Werribee.
Prerequisite(s) BLO1105 Business Law.

Content The subject will address the need for informing and challenging students to develop knowledge and skills in the area of Employment Law. Topics include: an introduction to Australian labour law; the sources of Australian employment law; the nature of the employment relationship; the content of the contract of employment, express terms, implied terms; recruitment and limits of managerial control over hiring; termination and remedies at common law; statutory remedies for arbitrary termination; preventative legislation; discrimination in employment; occupational health and safety issues; reforming the system.

Required Reading To be advised by lecturer.

Assessment To be advised by lecturer.

BLO9211 SPORT, ATHLETES AND THE LAW

Campus Sunbury.

Content This subject will commence with an introduction to the Australian legal system. It will then proceed to give an overview of the law of contract, which is fundamental to understanding much of the Australian legal system. It will then proceed to give an overview of the development of organisation/management theory; to assess critically the underlying values of these theories; to understand the utility and application of the management practices informed by these theories in the Australian context; and to analyse critically the values of Australian managers concerning behaviour in organisations and to evaluate the effectiveness of these assumptions. This subject includes the following topics: overview of the development of organisation/management theory; analysis of scientific management, human relations theory; individual behaviour/perception, personality, learning, motivation; group behaviour: group dynamics, conflict resolution, leadership, concentration on Australian case studies and incorporating a consideration of issues of gender, ethnicity and age; applications of management/organisation theory in Australia; communication processes, and quality of working life.

Required Reading To be advised by lecturer.


Class Contact Equivalent to two hours of lectures and one one-hour tutorial per week for one semester.

Assessment Class presentation, 15%; major assignment, 25%; tests, 20%; final examination, 40%. Students must satisfactorily complete each part of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BLO931I SPORT COMMERCE AND THE LAW

Campus Sunbury.
Prerequisite(s) BLO9211 Sport, Athletes and the Law; or equivalent.

Content This subject builds upon some of the fundamental legal principles dealt with in Sport, Athlete & the Law. Students will be given a short review of those principles before moving on to cover areas including legal structures of sporting organisations, risk management & insurance, intellectual property including trademarks, copyright etc. passing off and misleading & deceptive conduct, legal issues involved in marketing an event, sponsorship and combating ambush marketing, media law as it applies to sport, liquor licensing and gaming, and taxation issues for athletes and sports organisations. Current issues such as matters arising out of the Sydney Olympics may also be dealt.

Required Reading To be advised by lecturer.


Class Contact Three hours per week for one semester comprising one two-hour lecture/seminar and one one-hour tutorial.

Assessment Class presentation, 15%; research assignment, 30%; examination, 55%.


Class Contact Equivalent to one one-hour lecture and one two-hour tutorial per week for one semester.

Assessment Multiple choice questions, 20%; experiential assignment, 15%; group presentation, 15%; final examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BMO 2354 CONFERENCES AND MEETINGS

MANAGEMENT

Campus Footscray Park, St Albans, Sunbury.

Prerequisite(s) BMO1102 Management and Organisation Behaviour or equivalent subject.

Content The aims of the subject are: to develop understanding and competencies related to the principles and processes required to effectively plan, manage and evaluate meetings, conferences and special events. This subject includes the following topics: principles and practices of planning processes; planning, conducting, managing and evaluating special events, i.e. seminars, conferences and conventions; planning, conducting, managing and evaluating meetings.


Class Contact Equivalent to three hours per week for one semester comprising two one-hour lectures and one one-hour tutorial/workshop.

Assessment Class assignment, 20%; syndicate conference project, 40%; final examination, 40%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BMO 3220 HUMAN RESOURCE MANAGEMENT

Campus Footscray Park, St Albans, Sunbury.

Prerequisite(s) BMO1102 Management and Organisation Behaviour.

Content The aim of this subject is to introduce the principal components of the human resource management function; and to examine the links between the effective utilisation of human resources and overall organisational effectiveness. This subject includes the following topics: overview of personnel and human resource management; influences on HRM function, recruitment, selection, orientation, equal employment opportunity and affirmative action, motivation, job design, performance appraisal and training and career development; total compensation, employment relations, OHS and developments and research in Human Resource Management.

Required Reading To be advised by lecturer.


Class Contact Equivalent to three hours per week for one semester comprising two one-hour lectures and one one-hour tutorial/workshop.

Assessment Group case study and report 35%; individual presentation 10%; mid-semester test 15%; final examination 40%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BMO 3320 INTERPERSONAL AND ORGANISATION NEGOTIATION

Campus Footscray Park, St Albans, Sunbury.

Prerequisite(s) BMO1102 Management and Organisation Behaviour.

Content The aims of this subject are to introduce the application of experiential learning to the teaching of interpersonal and organisational negotiation; to provide a theoretical framework linking communication and negotiation in groups and organisations and to develop students’ skills in negotiation in these contexts. The subject includes the following topics: the role of a negotiator; negotiation theory, conflict and bargaining power; communication skills; preparing to negotiate; negotiating tactics; role of the third party in negotiations; negotiation skills training; critical issues in negotiation exercises and international negotiation models.

Required Reading To be advised by the subject lecturer.


Subject Hours Equivalent to three hours per week for one semester comprising one two-hour lecture and one one-hour tutorial.

Assessment Seminar presentation (20%); group assignment (30%); final examination (50%). Students must satisfactorily complete each component of assessment to gain a pass in the subject. Supplementary assessment will not be available.

BMO 3323 EMPLOYEE RELATIONS MANAGEMENT

Campus Footscray Park, St Albans, Sunbury.

Prerequisite(s) BMO1102 Management and Organisation Behaviour.


Required Reading To be advised by lecturer.


Class Contact Equivalent to thirty nine hours per semester. Two-one hour lectures and one one-hour workshop per week for one semester.

Assessment Class role play exercise, including 300 word reflective piece, 15%; tutorial workbook and class exercises, 10%; essay (1500-2000 words), 25%; final examination, 50%. Students must satisfactorily complete each part of the assessment to gain a pass in the subject. Supplementary assessment will not be available.
BMO3324 CONSULTING AND COUNSELLING

Campus St Albans, Sunbury.
Prerequisite(s) BMO3220 Human Resource Management.

Content The aims of this subject are to enhance students’ understanding of workplace interpersonal relationships and communication skills; to provide students with an understanding of the theory and practice of interviewing especially their interview types, purposes and aims; to enable a student to develop knowledge and skills with regard to the interviewing and counselling processes at the individual, group and organisational level; and to assess critically the role of consulting, interviewing and counselling activities in organisations. This subject includes the following topics: the importance of interviewing for human resource managers; consulting and counselling as specific forms of interviewing; interview interpersonal and assertiveness skills; selection, induction, goal setting, appraisal, disciplinary, termination, and exit interviews; coaching and team building; the counselling and consulting roles of the human resource manager.


Class Contact Equivalent to three hours per week comprising one two-hour lecture and one one-hour tutorial/workshop for one semester.

Assessment Class presentation, 20%; research assignment, 40%; final examination, 40%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BMO3325 HUMAN RESOURCE MANAGEMENT EVALUATION

Campus St Albans, Sunbury.
Prerequisite(s) BMO3476 Training and Development.

Content The aims of this subject are to enhance students’ understanding of the influences that shape the strategic provision of training; to enable students to evaluate critically training systems; to develop students’ abilities to match training and development techniques methods with learning styles; and to enable students to determine and evaluate the output of training and development activities so as to demonstrate their usefulness to an organisation. This subject includes the following topics: the strategic planning activities so as to demonstrate their usefulness to an organisation and consultants. This subject includes the following topics: planning direction; planning strategy; implementing change strategies and evaluating change. This subject includes the following topics: information technology; human resource information systems (HRIS). The subject includes the following topics: information technology; human resource management information requirements; features and users of HRIS's; practical use of an HRIS for entering information and writing reports; and issues in the development of HRISs for strategic purposes.


Class Contact Equivalent to three hours a week comprising one two-hour lecture and one one-hour tutorial/workshop for one semester.

Assessment Written report, 50%; final examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BMO3327 ORGANISATION CHANGE AND DEVELOPMENT

Campus St Albans, Sunbury.
Prerequisite(s) BMO1102 Management and Organisation Behaviour or equivalent subject.

Content The aims of this subject are to develop a sound knowledge of organisations, their design, development and change; implementing change strategies and evaluating change. This subject includes the following topics: an introduction to organisation development and change; levels of organisational change: individual, group, intergroup and organisation level; managing continuous versus discontinuous change; the learning environment; managing resistance to change.


Class Contact Equivalent to three hours per week for one semester comprising two one-hour lectures and one-hour tutorial/workshop.

Assessment Class presentation, 20%; research assignment, 30%; final examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BMO3420 HUMAN RESOURCE INFORMATION SYSTEMS

Campus Footscray Park, St Albans, Sunbury.
Prerequisite(s) BCO1101 Computer Applications; BMO3220 Human Resource Management.

Content The aims of this subject are to study and critically evaluate the principles and methodologies involved in the management of information about human resources; and to develop the knowledge and skills to effectively use and manage human resource information systems (HRIS). The subject includes the following topics: information technology; human resource management information requirements; features and users of HRIS's; analysis, development, implementation and management of HRIS's; practical use of an HRIS for entering information and writing reports; and issues in the development of HRISs for strategic purposes.


Class Contact Equivalent to three hours per weeks comprising one two-hour lecture, one one-hour tutorial/computer workshop for one semester.

Assessment Practical test 10%; Research Project and Presentation 50%; Final Examination 40%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BMO3422 STRATEGIC MANAGEMENT

Campus Footscray Park, St Albans, Sunbury, Werribee.
Prerequisite(s) BMO1102 Management and Organisation Behaviour or equivalent subject.

Content The aims of this subject are to study normative theories and models of organisation strategy, policy and decision making; to assess critically their value to an organisation and its shareholders; and to develop knowledge, personal skills and competencies in the application of the above approaches. This subject includes the following topics: the nature of strategic management; analyse the environment; planning direction; planning strategy; implementing strategy; global strategic management and future directions.

Required Reading To be advised by the lecturer.
HEB0031 INTRODUCTION TO THE VISUAL ARTS 2

Class Contact Equivalent to three hours per week comprising two one-hour lectures and one one-hour tutorial/workshop.

Assessment Industry analysis, 20%; group case study, 30%; final examination, 50%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BMO3476 TRAINING AND DEVELOPMENT

Campus Footscray Park, St Albans, Sunbury.

Prerequisite(s) BMO3220 Human Resource Management.

Content The aims of this subject are to provide students with an understanding of the theory and practice of training and development; to assess critically the effectiveness of adult learning principles and training and development techniques; to enable students to develop knowledge and skills with regard to the design, management and evaluation of training and development; and to enable students to analyse the training needs of individuals and to design an appropriate development program. This subject includes the following topics: the importance of training for organisational effectiveness and individual career development; training productivity and quality of worklife; training needs analysis and skills audit and job analysis; computer assisted and managed learning; selling, training and development programs within an organisation.

Required Reading Tovey, M.D. 1997 Training in Australia – Design, Delivery, Evaluation, Management, Prentice-Hall, Sydney.

Recommended Reading An extensive reading list is handed to students at the beginning of the semester.

Class Contact Equivalent to three hours per week comprising one two-hour lecture and one one-hour tutorial/workshop for one semester.

Assessment Group presentations 20%; syndicate group project 40%; final examination 40%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

HEB0030 INTRODUCTION TO THE VISUAL ARTS 1

Campus Footscray, Melton.

Prerequisite(s) Nil.

Content The subject is constructed around a number of key themes: conceiving art; divergent thinking, experimentation, risk-taking, problem solving, speculation and innovation; the development of an individual symbol system; making art, development of ideas and high level skills in two areas of art production; links with artists in the local community; community arts centres; links with artists working professionally, including in industry and in art education; interpretation and critique in the visual arts; ways of seeing in the Arts; the discourses of art criticism; theory and the visual arts; an introduction to social theory; the Arts in society.

Required Reading To be advised by lecturer.

Subject Hours Four hours per week for one semester.

Assessment Folio of art work (60%); class paper (40%).

HEB0032 STUDIO PRACTICE

Campus Footscray Park, Melton.

Prerequisite(s) HEB0031 Introduction to the Visual Arts 2 ; or equivalent.

Content This subject will be constructed around a number of key themes: How professional artists work: a process approach methodology; the development of ideas and the use of appropriate technologies; understanding contemporary Australian and Asian art and their relationship to studio practice; the gender construction of the creative impulse; the production of one gallery quality art work and support material as well as a written defence of the work – Galleries and Collectors: The art scene in Australia.

Required Reading To be advised by lecturer.


Subject Hours Four hours per week for one semester comprising lectures, workshops, gallery visits, studio visits, exhibitions, individual support and counselling/feedback for work in progress.

Assessment Assessment in the subject relates to each student's development of artistic skill and critical reflection upon their own, and others' work. Folio (50%); class paper (50%).

HEB0033 COMPUTER AIDED ART

Campus Footscray Park, Melton.

Prerequisite(s) HEB0032 Studio Practice; or equivalent.

Content This subject will be constructed around a number of key technologies: Review of DOS basics, File System, File Names and Extension. Graphic/Paint files, their formats and file name extensions (.GIF; .PCX, .EPS, .TIF). Introduction to how computers display graphics, DPI and Resolution. Basic Principles, tools for creating Computer Aided Art products. Using PAINT BRUSH for windows: creating simple drawings, working with paint brush tools, editing drawings, changing background and foreground colours, saving drawings as computer disk files and printing. Importing and editing other draw/paint type in PAINT BRUSH. Other software packages for enabling computer aides art, skills and experience with using techniques. Introduction to advanced draw/paint packages such as Corel Draw and Photo Shop. Image preparation, frame grabbing and digitising using a scanner or video camera under computer control, importing into PAINT packages and editing.

Required Reading To be advised by lecturer.


Subject Hours Four hours per week for one semester comprising supervised studio work and tutorials. Self-paced computer based learning modules, some lectures, demonstrations and practical work.
HEB0034 SPECIAL PROJECT
Campus Footscray Park, Melton.
Prerequisite(s) HEB0033 Computer Aided Art; or equivalent.
Content The Special Project will be instructed around several themes: how artists work from a variety of past and present social and cultural perspectives; how the arts challenge and shape prevailing values; critical reflection which supports personal judgment; how artists produce art works by using ideas informed by an awareness of contemporary art practice; the presenting of work; planning, selecting and modification of work for a particular occasion.
Required Reading To be advised by lecturer.
Subject Hours Four hours per week for one semester comprising supervised studio work and tutorials.
Assessment An exhibition of student's work (100%).

HEB0035 ACTION RESEARCH - ART
Campus Footscray Park, Melton.
Prerequisite(s) HEB0034 Special Project; or equivalent.
Content The following themes will be explored: investigating the concept that art is a set of socially determined roles and practice which needs to be researched; understanding action research; the nature of cultural capital in an arts context; teaching and learning in an arts context; reflective practice in an arts context; putting it all together – the visual arts and self.
Required Reading To be advised by lecturer.
Subject Hours Four hours per week for one semester comprising lectures, tutorials and fieldwork.
Assessment Presentation of a written report (100%).

HEB0040 LANGUAGE FUNCTIONS AND ANALYSIS 1
Campus Footscray Park, Melton.
Prerequisite(s) Nil.
Content This subject is part of a major sequence in Language and Literary Studies in the Bachelor of Education. The subject will provide an introduction to major areas of language use, language structure and functions. Students will be acquainted with language universals such as phonetics, phonology, morphology and syntax through practical application and critical analysis relevant to their experience and needs.
Subject Hours Three hours per week for one semester comprising one-one-hour lecture and one two-hour workshop.
Assessment Class participation (20%); written assignments (40%); research projects (40%).

HEB0041 LANGUAGE FUNCTIONS AND ANALYSIS 2
Campus Footscray Park, Melton.
Prerequisite(s) HEB0040 Language Functions and Analysis 1; or equivalent.
Content The subject is part of a major sequence in Language and Literary Studies on the Bachelor of Education. The subject will introduce students to the social and cultural aspects of language such as dialects, styles, registers and discourse patterns. Furthermore, some aspects of language change such as phonological, morphological, syntactical and lexical change will be considered. These will be related to varieties of current language use through critical application and practice in written and spoken forms of discourse.
Subject Hours Three hours per week for one semester comprising one one-hour lecture and one two-hour project.
Assessment Class participation (20%); written assignments (20%); research project (60%).

HEB0042 APPLIED LINGUISTICS 1
Campus Footscray Park, Melton.
Prerequisite(s) HEB0041 Language Functions and Analysis 2; or equivalent.
Content This subject is designed to provide an understanding of the basic aspects of applied linguistics and its contributions to language learning. It introduces semantics, covering discourse, sentence and word meaning as well as relevant areas of pragmatics. The linking of language and thought and language and learning will be undertaken and aspects of the development of oracy and the teaching of reading and writing for a range of purposes will be given particular emphasis. Alphabetical and non-alphabetically based systems of writing and the relationship between writing and speech will be examined and the implications of literacy and illiteracy for various age levels considered.
Required Reading To be advised by lecturer.
Subject Hours Three hours per week for one semester comprising one-one-hour lecture and one two-hour tutorial.
Assessment Two tutorial papers (60%); essay (30%); attendance and participation (10%).

HEB0043 APPLIED LINGUISTICS 2
Campus Footscray Park, Melton.
Prerequisite(s) HEB0042 Applied Linguistics 1; or equivalent.
Content Developmental aspects of language learning will be given major consideration with special emphasis on similarities and differences between first and second language acquisition. This will be underpinned by an overview of current theories and research in psycholinguistics, sociolinguistics and language pedagogy. Language learning needs in a multicultural setting will be closely examined and aspects of the acquisition of English as a native and as a second/foreign language will be analysed. Major issues in bilingualism including the maintenance of linguistic competence in more than one language and learning through a second language will be introduced. In conclusion, the subject will discuss language policy and planning.
Required Reading To be advised by lecturer.

**Subject Hours** Three hours per week for one semester comprising one one-hour lecture and one two-hour workshop.

**Assessment** Two tutorial papers (60%); essay (30%); attendance and participation (10%).

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**HEB0044 LITERATURE IN CONTEXT 1**

Campus Footscray Park, Melton.

**Prerequisite(s)** HEB0041 Language Functions and Analysis 2; or equivalent.

**Content** The subject aims to introduce students to the critical appreciation of major literary forms: poetry, prose fiction, and drama. Style, genre, and literary conventions will be discussed in relation to contemporary literary theory. The role of literature as a key to personal expression, aesthetic experience and literary development will be linked to learner needs from early childhood to adulthood. The creative process of the writer will be followed through extensive reading and seminar discussions. A brief overview of significant examples of imaginative writing in the English language will provide historical perspectives for future teachers of literature.

**Required Reading** To be advised by lecturer.

**Recommended Reading**

**Subject Hours** Three hours per week for one semester comprising one one-hour lecture and one two-hour workshop.

**Assessment** Tutorial paper (40%); essay (50%); and attendance and participation (10%).

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**HEB0045 LITERATURE IN CONTEXT 2**

Campus Footscray Park, Melton.

**Prerequisite(s)** HEB0044 Literature in Context 1; or equivalent.

**Content** This subject examines literary texts and ideas in their social and cultural context. The main focus will be on Late nineteenth and twentieth century Australian imaginative writing, including children's literature. The development of Australian cultural identity will be explored and students will be encouraged to link historical perspectives with contemporary experiences of multiculturalism. The medium of Australian English as the language of reflection will be given particular emphasis.

**Required Reading** To be advised by lecturer.

**Recommended Reading**

**Subject Hours** Three hours per week for one semester comprising one one-hour lecture and one two-hour workshop.

**Assessment** Tutorial paper (40%); essay (50%); and attendance and participation (10%).

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**HEB0046 APPROACHES TO WRITING 1**

Campus Footscray Park, Melton.

**Prerequisite(s)** HEB0041 Language Functions and Analysis 2; or equivalent.

**Content** This subject is designed to enable future teachers to use and teach writing effectively in a variety of media and genres. The communication of specific information in clear English in literary, academic and scientific/technological registers will be of central concern. This will be done in the framework of theoretical analysis of specific genres and their practical application. Literacy as a social process will be considered and cultural contexts will be discussed to provide a basis for the interpretation of meaning and purpose in a variety of settings.

**Required Reading** To be advised by lecturer.

**Recommended Reading**

**Subject Hours** Three hours per week for one semester comprising one one-hour lecture and one two-hour workshop.

**Assessment** Tutorial paper (40%); essay (50%); and attendance and participation (10%).

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**HEB0047 APPROACHES TO WRITING 2**

Campus Footscray Park, Melton.

**Prerequisite(s)** HEB0046 Approaches to Writing 1; or equivalent.

**Content** This subject will provide a range of models for the development of written communication skills. They will include such aspects as student awareness of their own use of language as well as attitudes, strategies and conventions appropriate for the given setting. The systemic-functional approach to language and genre theory will be used as basic frameworks for effective communication. The use of fiction and non-fiction will be utilised in order to link fields of knowledge with effective writing. Discourse styles of specific academic disciplines and genres appropriate for the workplace will be analysed.

**Required Reading** To be advised by lecturer.

**Recommended Reading**

**Subject Hours** Three hours per week for one semester comprising one one-hour lecture and one two-hour workshop.

**Assessment** Tutorial paper (40%); essay (50%); and attendance and participation (10%).

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**HEB0050 INTRODUCTION TO OUTDOOR EDUCATION**

Campus Melton.

**Prerequisite(s)** Nil.

**Content** The subject will cover: historical development of adventure, exploration and Outdoor Education programs; the role of adventure and the environment; Outdoor Education program design and implementation; leadership, safety and group management skills and applications; the diversity of commercial Outdoor Education organisations and clientele; equipment, values and philosophies of camping; minimum impact and minimum equipment experience in the outdoors; examination of Outdoor Education literature as well as consideration of current and future
issues; the need for current industry qualifications in First Aid and Water Safety (students will be advised to obtain these qualifications externally); introductory games, initiative and problem solving activities commonly used in Outdoor Education programs.


**Subject Hours** Thirty-nine hours for one semester.

**Assessment** Two written assignments (each 50%), and satisfactory participation in Outdoor Education programs.

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**HEB0051 SAFETY IN THE OUTDOORS**

**Campus** Melton.

**Prerequisite(s)** HEB0050 Introduction To Outdoor Education or equivalent.

**Content** The subject will examine issues relating to the safe conduct of outdoor education experiences from a range of perspectives. Students will develop their understanding of principles of leadership, legal liability, risk management, documentation, review procedures and the implementation of appropriate safety skills.


**Subject Hours** Twenty-six hours for one semester.

**Assessment** Two written assignments (each 50%), and satisfactory participation in Outdoor Education programs.

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**HEB0052 ENVIRONMENTAL INQUIRY**

**Campus** Melton.

**Prerequisite(s)** HEB0055 Environmental Appreciation or equivalent.

**Content** This subject will explore the dependent relationship between humans and the environment with the focus on education for the environment. The aim is to foster a deeper understanding of the concepts of ecological sustainability and the conservation of natural and urban environments through inquiry and practical application. Strategies for the delivery of effective environmental education will also be developed.

**Required Reading** Collection of readings including significant articles and research papers.


**Subject Hours** Twenty-six hours for one semester.

**Assessment** Two written assignments (each 50%), and satisfactory participation in Outdoor Education programs.

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**HEB0053 LEADERSHIP IN THE OUTDOORS**

**Campus** Melton.

**Prerequisite(s)** HEB0051 Safety in the Outdoors or equivalent.

**Content** The subject will include analysis of the individual leadership styles using a variety of models to focus on their own personalities to develop an understanding of how they lead and follow; situational Leadership through the use of role-play and real situations to explore the different leadership styles incorporating discussion on the instruction of physical skills in the outdoors; examination of group development and the evolution of temporary communities, group management and group dynamics; counselling skills, conflict resolution strategies and exploration of the concept of “sound judgement”; a focus on the different forms of communication for functioning within groups including questioning techniques, such as considering the framing of inquiry and the implications of open and closed questions and transfer of learning; processing and debriefing techniques looking at how to facilitate the development of groups with respect to individual needs (including the needs of the leader). Advanced techniques like isomorphic framing and indirect frontloading will also be discussed; the different approaches to facilitating experiential education used by therapeutic and education groups in the outdoors with specific populations; examination and implementation of evaluation techniques.

HEB005 ENVIRONMENTAL APPRECIATION

Campus Melton.

Prerequisite(s) Nil.

Content The subject will include a historic analysis of human perspectives of Nature; the role and function of interpretation in revealing meanings and relationships about natural environments through first hand experiences; an investigation of the relationship of Indigenous people with the earth; practical sessions exploring and interpreting diverse environments as well as developing a personal response to the surrounding environment; an examination of the increased awareness of individuals and communities to environmental issues on a local and global perspective; and an exploration of current literature on environmental education, ethics and minimum impact.

Required Reading A collection of readings including significant articles and research papers compiled by the Outdoor Education Coordinator and the Subject Lecturer.


HEB0056 PHILOSOPHY OF OUTDOOR EDUCATION

Campus Melton.

Prerequisite(s) HEB0053 Leadership in the Outdoors or equivalent.

Content The subject will include: the examination of theories which support and challenge philosophical perspectives and knowledge of the outdoors, such as ecological, rationalist, scientific, and feminist; an emphasis will be given to current issues of equity, disadvantage and change in Outdoor Education, such as Indigenous perspectives, gender, perceptions of land use, certification and accreditation, use of technology and Vocational Educational and Training; approaches to the understanding, interpretation and critique of social practices in Outdoor Education; the development of a personal and environmental ethical value system; and the development of a personal philosophy of Outdoor Education.


Subject Hours Three hours per week for one semester or equivalent.

Assessment Preparation and workshop presentation of a 3000 word report on a community-based action research team project (70%); workshop presentation of the principles of interprofessional collaboration (10%).

HEB0061 WORKING WITH ABORIGINAL YOUNG PEOPLE

Campus Echuca, Footscray Park, Melton.

Prerequisite(s) Nil.

Content This subject will explore sources of Koori culture and knowledge in developing an understanding of the Aboriginal culture and the role of the community, family and young people in that culture. Students will be required to develop an understanding of how culture and community will impact on their work practice as a worker with and as an advocate for young people. The subject will explore the role of white professionals in working with Aboriginal communities and develop appropriate protocols and professional practice strategies based on a community development model. The subject will be based on a collaborative approach with the Koori Unit of the University. This important partnership will allow students to develop an action research component of the subject. The Koori subject will deliver some of the content of this subject with Koori young people from Echuca and Melbourne. This will ensure students have an opportunity to research and reflect on best practice youth work when working with an Aboriginal community.


Subject Hours Three hours per week for one semester or equivalent.

Assessment Reports of reading (30%); written project reports (50%); tutorial paper (20%); or equivalent.

HEB0062 STUDIES OF SOCIETY AND CULTURE

Campus Echuca, Footscray Park, Melton.

Prerequisite(s) Nil.

Content This subject is based on an exploration of modernity, society and culture in space and across time. The comprehensive
study of society, social structures, social relationships and social action will be examined through several themes - Technology and Society: a sociological examination of the form and function of modern technology; Education and Knowledge: an examination of the transfer of modern education to non-western societies; Technology and Modernisation: a historical examination of the role of technology in rapid Institutionalisation and structural change; Education and Innovation: an examination of education as a political activity driven by policy changes.

**Required Reading**


development of an effective presentation including research, communicates and manages knowledge is changing rapidly in an increasingly technology oriented society. This subject covers the development of an effective presentation including research, structure, enhancement with multimedia and oral delivery. It includes an introduction to common presentation applications, basic scanning, graphics manipulation and editing, sound recording and editing. Students will also be introduced to applications that support email and the Web based information searches.

**HEB070 INTRODUCTION TO INFORMATION AND COMMUNICATION TECHNOLOGIES**

Campus Footscray Park, Melton.

**Prerequisite(s)** Nil.

**Content** An introductory level subject which introduces students to information management, basic desktop publishing and the Internet. The subject covers file and folder management, basic word processing and formatting, design principles, using tables and graphs, using clipart and creating graphics. Students will also engage in a critical introduction to electronic environments with a focus on email and the Web based information searches.

**Required Reading**


**Recommended Reading**


**HEB071 KNOWLEDGE MANAGEMENT**

Campus Footscray Park, Melton.

**Prerequisite(s)** HEB070 Introduction to Information and Communication Technologies or equivalent.

**Content** The development of ways in which society creates, communicates and manages knowledge is changing rapidly in an increasingly technology oriented society. This subject covers the development of an effective presentation including research, structure, enhancement with multimedia and oral delivery. It includes an introduction to common presentation applications, basic scanning, graphics manipulation and editing, sound recording and editing. Students will also be introduced to applications that support thinking e.g. concept mapping, flowcharts, graphing and spreadsheets, online forums. Management and use of electronic portfolios to present personal achievements is also addressed.

**Required Reading**


**Recommended Reading**

HEB0073 INTERACTIVE MULTIMEDIA

**Campus** Footscray Park, Melton.

**Prerequisite(s)** HEB0070 and HEB0071 or equivalent.

**Content**
This subject focuses on building an understanding of electronic communities in networked environments. It includes consideration of economic, social, cultural, ethical, and legal issues arising from the development of online communities. Practically, the subject will provide an introduction to various types of networked communities formed by the use of synchronous and asynchronous communication and deal with management issues related to participation and development of such communities. Students will also engage in an online collaborative networking project.

**Required Reading**

**Subject Hours**
Three hours or equivalent of workshops each week for one semester.

**Assessment**
- Project presentation (20%); major project (80%).

HEB0074 HUMAN COMMUNICATION TECHNOLOGIES

**Campus** Footscray Park, Melton.

**Prerequisite(s)** HEB0072 Electronic Communities or HEB0073 Interactive Multimedia or equivalent.

**Content**
This subject will enable students to analyse and evaluate the issues involved in emerging technology interface design and to critically examine the political, social and cultural impacts of new communication technologies. Students will develop their skills in using and choosing appropriate communication technologies for a range of purposes. Issues related to the use of animation, image editing and manipulation and other emerging technologies will also be addressed and students will demonstrate their developing understanding of the issues through the creation of educationally valid web sites.

**Required Reading**

**Subject Hours**
Three hours or equivalent of workshops each week for one semester.

**Assessment**
- Project presentation (20%); major project (80%).

Subject Hours
Three hours or equivalent of workshops each week for one semester.
Assessment
Presentation papers (80%); Major Project: Programming Task (20%).

HEB0076 SYSTEMS PLANNING AND SUPPORT
Campus
Footscray Park, Melton.
Prerequisite(s)
HEB072 Electronic Communities or HEB0073 Interactive Multimedia or equivalent.
Content
A substantial project would be undertaken to identify school or workplace technological, physical and educational needs, and to make recommendations for educationally appropriate network, hardware and software requirements. This project will identify philosophically appropriate hardware, software, and critical processes for school and workplace change.
Required Reading
Recommended Reading
Subject Hours
Three hours or equivalent of workshops each week for one semester.
Assessment
Log book and Journal (40%); major project (60%).

HEB0077 ADVANCED MULTIMEDIA
Campus
Footscray Park, Melton.
Prerequisite(s)
HEB0073 Interactive Multimedia or equivalent.
Content
This subject will enable students to develop sophisticated multimedia and Internet programs through the use of an appropriate scripting language. Programs will be enabled to include video, audio and other emerging interactive technology environments. Students will write, edit and debug their programs under a variety of appropriate programming environments. Students will develop an understanding of digital literacy as a communication medium within the advanced multimedia environment. Students will have the opportunity to learn advanced digitization techniques for sound, graphics and video.
Required Reading
Recommended Reading
Subject Hours
Three hours or equivalent of workshops each week for one semester.
Assessment
Minor assignments (40%); major project (60%).

HEB1010 LANGUAGE, TECHNOLOGY AND EDUCATION
Campus
Footscray Park, Melton.
Prerequisite(s)
Nil.
Content
This subject will be inquiry based and focus on students’ understanding of their own learning, their learning environment and the development of their personal skills in literacy and information technologies. Partnership experience will provide the context for an investigation into knowledge required and curriculum for teaching in the areas of language development, literacy and information technologies. Topics will be: language and literacy curriculum and teaching strategies; studies in teaching, learning and curriculum development; using information technologies for language and literacy development. Connections between language, literacy and information technologies and issues related to gender, cultural and economic diversity, ethnicity and Australia’s Indigenous population, will be investigated.
Required Reading
Recommended Reading
Subject Hours
Four hours per week, or equivalent, in lectures and workshops plus ten days Project Partnerships for one semester. Workshops may include mentored activity with Year 4 students.
Assessment
Two written assignments in the form of an essay, journal or folio (50% each); report of satisfactory participation in partnership activities.

HEB1020 LANGUAGE, EDUCATION & CULTURE
Campus
Footscray Park, Melton.
Prerequisite(s)
HEB1010 Language, Technology and Education or equivalent.
Content
Partnership experience will provide the context for an investigation into teaching in literacy and language education. Topics will include: the development of teaching strategies for the development of literacy skills in young people appropriate to their stages of development and styles of learning; teaching English as a Second Language; lesson planning for literacy education. Development of information technology for teaching literacy and understanding of the development of language, culture, literacy and education will be key learning outcomes for this subject. Issues such as equity, ethnicity, gender, social class and educational outcomes will be investigated as practical philosophical inquiry.
Required Reading
Recommended Reading
Subject Hours
Four hours per week, or equivalent, of workshops plus ten days Project Partnerships for 1 semester. Workshops may include mentored activity with Year 4 students.
Assessment
Two written assignments in the form of an essay, journal or folio (50% each); report of satisfactory participation in partnership activities.

HEB1100 LITERACY AND LANGUAGE
Campus
Footscray Park, Melton.
Prerequisite(s)
Nil.
Content
This subject will require students to develop their own literacy and understanding of language. Topics will include: oral language—formal and informal speech; introductory linguistics; written language including grammar, syntax, semantics; language and culture; language and society; language and communication; language and technology; critical literacy, social action and social...
change; language in academic discourse. Students will be expected to produce practical demonstrations of literacy competence.

**Required Reading**

**Subject Hours**
Three hours per week, or equivalent, in lectures and workshops for one semester. Workshops may include mentored activity with Year 4 students.

**Assessment**
Essays (70%); class papers (30%).

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**HEB1200 NUMERACY AND MATHEMATICS**

**Campus**
Footscray Park, Melton.

**Prerequisite(s)**
Nil.

**Content**
The subject will require students to develop an understanding of their own learning of mathematics. They will be asked to demonstrate their competence in mathematics through the presentation of solutions to practical problems and understandings of mathematical concepts covering Space, Number, Measurement, Chance and Data, Algebra and Mathematical Tools and Procedures. Particular emphasis will be given to investigating questions and problems which may be encountered in the primary and early secondary school years. Two important aspects of the subject will be a focus on the development of student confidence in mathematics and the development of an understanding of the language of mathematics needed to participate in the real world. The subject will require students to use calculators and information technology in answering mathematical questions.

**Required Reading**

**Recommended Reading**

**Subject Hours**
Three hours per week, or equivalent, for one semester in lectures and workshops. Workshops may include mentored activity with Year 4 students.

**Assessment**
Essays (70%); class papers (30%).

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**HEB1300 VISUAL ARTS AND PERFORMANCE**

**Campus**
Footscray Park, Melton.

**Prerequisite(s)**
Nil.

**Content**
The subject is constructed around a number of key themes in the visual and performing arts. It will develop substantive theoretical frameworks and studio skills in a variety of the relevant disciplines which constitute the visual and performing arts. It will also critically examine the visual and performing arts as they relate to personal, cultural, economic and social contexts. In addition to analysing conventional studio practice within the relevant disciplines, the subject will draw on information technologies such as multimedia, paint and music software. Visits to visual and performing arts events will be included in the lecture program.

**Required Reading**

**Recommended Reading**

**Subject Hours**
Three hours per week, or equivalent, in lectures and workshops for one semester. Workshops may include mentored activity with Year 4 students.

**Assessment**
Essay (25%); journal (25%); class paper (50%).

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**HEB1400 GENERAL STUDIES: CURRENT RESEARCH IN EARLY CHILDHOOD EDUCATION**

**Campus**
Melton.

**Prerequisite(s)**
Nil.

**Content**
This subject will include an introduction to qualitative and quantitative research; framing research questions; research design - sampling methods, biased sampling, selective attrition, practice efforts and cohort effects; standardised and non-standardised testing; systematic, naturalistic and structured observations; case studies, descriptive studies, correlational and experimental studies; and longitudinal research; how research is used to support a principle or theory to advance knowledge and suggest solutions to problems; strengths and limitations of common research methods - observer influence and bias, validity and reliability of research methods; and the use of primary and secondary sources; an introduction to interpreting and critically analysing research and drawing implications for early childhood practices; using information technology to conduct literature and research reviews; and ethical obligations and guidelines for research in early childhood education.

**Required Reading**

**Recommended Reading**

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**HEB1610 HEALTH, PHYSICAL AND OUTDOOR STUDIES**

**Campus**
Footscray Park, Melton.

**Prerequisite(s)**
Nil.

**Content**
This subject aims to develop the students’ knowledge, awareness and appreciation of health, physical and outdoor education. Participation in practical activities will provide an understanding of the importance of a healthy lifestyle for young people. Consideration will be given to the interaction between health and social class, gender and ethnicity. The benefits of health, physical and outdoor education will be introduced from historical, socio-cultural, psychological and physiological perspectives.

**Required Reading**
To be advised by the Lecturer.

**Recommended Reading**

**Subject Hours**
Three hours per week, or equivalent, in lectures and workshops for one semester. Workshops will include mentored activity with Year 4 students.

**Assessment**
Essay (25%); journal (25%); class paper (50%).

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**HEB1620 SOCIAL AND SCIENTIFIC INQUIRY**

**Campus**
Footscray Park, Melton.

**Prerequisite(s)**
Nil.

**Content**
The subject will introduce students to the philosophy and practice of inquiry in the physical, biological, environmental and social sciences. Students will be expected to provide practical demonstrations of their understanding in the application of inquiry in the sciences and social sciences at a level required of teachers in primary schools. Emphasis will be given to understanding the role of observation and experimentation in the sciences; and to the nature of inquiry in the investigation of social questions including those related to civics and politics, Indigenous Australia, ethnic communities and the Asia-Pacific region. The use of information technology will support class activities.

**Required Reading**

**Subject Hours**
Three hours per week, or equivalent, in lectures and workshops for one semester. Workshops may include mentored activity with Year 4 students.

**Assessment**
Science project report (50%); social science project report (50%).

URLS:
National Association for the Education of Young Children.

Subject Hours
Three hours per week or equivalent of lectures, workshops and/or field-based research.

Assessment
Critical review of two current research reports on early childhood development or education of 1500 words or equivalent (30%); research report undertaken in an early childhood setting of 1500 words or equivalent (70%).

HEB1620 GENERAL STUDIES: DEVELOPMENTAL STUDIES 1 (INFANT/TODDLER)
Campus Melton.

Prerequisite(s)
Nil.

Content
This subject will include a study of the development of children 0 - 3 years across areas such as physical, social, emotional, cognitive, perceptual, personality and language development; the evolutionary, biological and environmental influences on developmental outcomes; the interrelatedness of the child's behaviour and the interrelatedness of interactions with others including self-esteem, stress, locus of control; an exploration of major theorists and current research in relation to infant and toddler development.

Required Reading

Recommended Reading

URL:

Subject Hours
Three hours per week or equivalent of lectures and workshops.

Assessment
Two written assignments: a report and a research essay of 1500 words each (50% each).

HEB1630 GENERAL STUDIES: DEVELOPMENTAL STUDIES 2 (3-8 YEARS)
Campus Melton.

Prerequisite(s)
HEB1620 General Studies: Developmental Studies 1 (Infant/Toddler) or equivalent.

Content
This subject will include a study of major theorists and current research across a range of developmental areas including cognition and intellectual development, social identity, gender identity, social competence, character and personality development, emotional development and physical development; analysis and interpretation of observations as a basis for planning and evaluating children's development and learning; how young children learn, individual differences in learning styles; and the contribution of play to children's development and learning; diversity issues including social, cultural, genetic, and environmental influences on development; an understanding of the plasticity of early development in relation to major developmental keystones including ‘windows of opportunity’ suggested by contemporary brain research; and the current contribution of evolutionary theory to developmental studies.

Required Reading

URL:

Subject Hours
Three hours per week or equivalent.

Assessment
Two written assignments: an essay, journal or folio of 1500 words each (50% each).
HEB640 GENERAL STUDIES: ADMINISTRATION AND MANAGEMENT OF EARLY CHILDHOOD EDUCATION

Campus Melton.
Prerequisite(s) Nil.
Content This subject will include human resource management such as recruitment, selection, job descriptions, anti-discrimination legislation and staff appraisals; financial management and funding requirements; resource management and allocation; creating policies to support management; leadership, networking; management committees; organising and running meetings; legal aspects of early childhood services; industrial relations; strategic planning and change management; marketing early childhood services; and using information technology in the management of children's services.


Subject Hours Six hours per week or equivalent of lectures and workshops.
Assessment Folio of administrative/partnership experiences that focus on three selected areas of administration and/or management of 1500 words or equivalent (50%); report on current issues and practices in a selected area of 1500 words (50%).

HEB650 GENERAL STUDIES: POLICY AND PRACTICE IN EARLY CHILDHOOD EDUCATION

Campus Melton.
Prerequisite(s) Nil.
Content This subject will include current understanding of policy; how social and economic policies determine the direction of early childhood services; how policies are developed that support service delivery in early childhood; and strategies for influencing government policies; the role of advocacy in early childhood and how early childhood professionals can advocate for children and the early childhood profession; an exploration of social justice issues related to topics such as gender, ethnicity, disability, human rights and how they impact upon early childhood programs; the historical contexts underpinning the development of early childhood services; current and future directions and trends in early childhood services; and employer sponsored childcare and ‘family friendly’ employment policies; transition to school; an analysis of the care / education debate, accreditation, regulations, ethics and government policy; an exploration of the role and responsibilities of the early childhood professional, including teamwork, leadership, mentoring, networking, and supervision; and promoting positive partnerships with parents and the community.


Subject Hours Three hours per week or equivalent of lectures and workshops.
Assessment Critical analysis of a policy document of 1500 words (50%); field report of 1500 words (50%).

HEB2010 MATHEMATICS AND NUMERACY EDUCATION

Campus Footscray Park, Melton.
Prerequisite(s) HEB1010 Language, Technology and Education or equivalent.
Content Partnership experience will provide the context for an investigation into teaching in mathematics. Topics will be: the development of young people; mathematics curriculum and teaching strategies; the development of an understanding of constructivist approaches to teaching and learning; studies in teaching, learning and curriculum development; inquiry into mathematical ideas with information technologies; planning, teaching and assessment in mathematics; documenting teaching and learning. Students will undertake focused teaching experiences in Mathematics. Connections between mathematics and issues related to gender, cultural and economic diversity, ethnicity and Australia’s Indigenous population, will be investigated.


HEB2020 ARTS AND LITERACY EDUCATION

Campus Footscray Park, Melton.
Prerequisite(s) HEB1010 Language Technology and Education or equivalent.

Content Partnerships experience will provide the context for an investigation into knowledge and curriculum for teaching in Literacy and the Arts. Topics will include: a continuing study of the development of young people; personal experience of the arts; exploration of the connections between literacy, culture and the arts; investigating philosophical and practical applications for teaching and learning in the Visual and Performing Arts, including the role of information technology; music, mass media and multimedia forms; planning, teaching and assessment in an integrated Arts and Literacy program; documenting teaching and learning. Students will undertake focused classroom teaching in the Arts and Literacy. Connections between the arts and issues related to gender, cultural and economic diversity, ethnicity and Australia’s Indigenous population, will be investigated.


Subject Hours Four hours per week, or equivalent, of lectures and workshops plus twenty days Project Partnerships for one semester.

Assessment Two written assignments in the form of an essay, journal or folio (50% each); report of satisfactory participation in partnership activities.

HEB3020 CURRICULUM THEORY

Campus Footscray Park, Melton.
Prerequisite(s) HEB2010 Mathematics and Numeracy Education or HEB2020 Arts and Literacy Education or equivalent.

Content The subject will introduce students to current understanding of curriculum, including assessment. Students will be expected to explore the particular features of curriculum in the fields of their General Studies majors. The subject will outline the development and evaluation of curriculum. Examples will be drawn from Early Childhood Education, education in The Middle Years, the compulsory years of Secondary Education and post-compulsory education, including both the Victorian Certificate of Education and Vocational Education and Training. Students will be expected to investigate these questions through their school-university partnerships. Curriculum forms will be related to particular theories of teaching and learning. The social consequences of curriculum forms will be investigated.


Subject Hours Two hours per week, or equivalent, of lectures and workshops for one semester.

Assessment Essay (60%); class paper (40%).

HEB3030 SOSE AND LITERACY EDUCATION

Campus Footscray Park, Melton.
Prerequisite(s) HEB1010 Language, Technology and Education or equivalent.

Content Partnerships experience will provide the context for an investigation into knowledge and curriculum for teaching in Literacy and Studies of Society and environment. Topics will include extended investigation of literacy and social understanding which develops thinking; understanding and communication skills to encourage exploration in scientific, technological and environmental contexts; development and evaluation of integrated curriculum and inquiry; mathematical understanding required for teaching science and technology; extended curriculum planning; the use of information technology, especially the Internet, in supporting teaching and learning in science and technology. Students will undertake extended classroom teaching in the fields of their Elective General Studies and in science, technology and mathematics. Connections between science, technology and numeracy and issues related to gender, cultural and economic diversity, ethnicity and Australia’s Indigenous population, will be investigated.


Subject Hours Four hours per week, or equivalent, of lectures and workshops plus 23 days Project Partnerships for one semester.

Assessment Two written assignments in the form of an essay, journal or folio (50% each); report of satisfactory participation in partnership activities.

HEB3030 SCIENCE, TECHNOLOGY AND NUMERACY

Campus Footscray Park, Melton.
Prerequisite(s) HEB1010 Language, Technology and Education or equivalent.

Content Partnerships experience will provide the context for an investigation into knowledge and curriculum for teaching in science, technology and mathematics. Topics will include extended investigation of science and technology understanding which develops thinking; understanding and communication skills to encourage exploration in scientific, technological and environmental contexts; development and evaluation of integrated curriculum and inquiry; mathematical understanding required for teaching science and technology; extended curriculum planning; the use of information technology, especially the Internet, in supporting teaching and learning in science and technology. Students will undertake extended classroom teaching in the fields of their Elective General Studies and in science, technology and mathematics. Connections between science, technology and numeracy and issues related to gender, cultural and economic diversity, ethnicity and Australia’s Indigenous population, will be investigated.


Subject Hours Four hours per week, or equivalent, of lectures and workshops plus twenty days Project Partnerships for one semester.

Assessment Two written assignments in the form of an essay, journal or folio (50% each); report of satisfactory participation in partnership activities.


Subject Hours Four hours per week, or equivalent, in lectures and workshops plus twenty days Project Partnerships for one semester.

Assessment Two written assignments in the form of an essay, journal or folio (50% each); report of satisfactory participation in partnership activities.
HEB3040 INCLUSIVE CURRICULUM

**Campus** Footscray Park, Melton.

**Prerequisite(s)** HEB3020 Curriculum Theory or equivalent.

**Content** This subject will explore curriculum approaches which address issues of diversity, equality and disability through inclusive and integrated approaches to teaching and learning. It will outline classroom management practices and a range of school policy options which will enable teachers to include students from diverse educational backgrounds in learning. Topics will also include: the relationship between school and community; the relationship between students, parents and teachers; and collaboration between teachers and colleagues in social welfare and other community support organisations. Approaches to assessment and reporting to parents will be discussed. Examples will be selected from primary and secondary settings, including curriculum in Early Childhood Education, the Middle Years and the role of Vocational Education and Training in the Victorian Certificate of Education. Relevant Government policy documents will be examined.

**Required Reading**

**Recommended Reading**

**Subject Hours** Four hours per week of lectures and workshops, or equivalent, for one semester.

**Assessment** Two written assignments in the form of an essay, journal or folio (50% each); report of satisfactory participation in partnership activities.

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HEB4020 MENTORING LITERACY AND NUMERACY

**Campus** Footscray Park, Melton.

**Prerequisite(s)** HEB3010 Science, Technology and Numeracy or HEB3030 SOSE and Literacy Education or equivalent.

**Content** This subject builds on practical curriculum understanding of student teachers gained during previous years of the BEd, P-12 Curriculum and partnership work undertaken in both primary and secondary schools. It links teaching and learning experience with broader social issues and investigates how the curriculum responds to social change. Possible questions for

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HEB4030 CHANGE IN EDUCATION

**Campus** Footscray Park, Melton.

**Prerequisite(s)** HEB3020 Curriculum Theory or equivalent.

**Content** This subject builds on practical curriculum understanding of student teachers gained during previous years of the BEd, P-12 Curriculum and partnership work undertaken in both primary and secondary schools. It links teaching and learning experience with broader social issues and investigates how the curriculum responds to social change. Possible questions for
examination involve self-managing schools, civics education, Indigenous education, vocational education and training, equity and disadvantage, budgeting, enterprise education, media studies. The role of Government policy in appropriate areas will be analysed. Issues related to gender, cultural and economic diversity, ethnicity and Australia’s Indigenous population, will be investigated.

**Required Reading**

**Recommended Reading**

**Subject Hours** Three hours per week, or equivalent, in lectures and workshops for one semester.

**Assessment**
Seminar reports (50%); compulsory attendance at workshops for one semester.

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**HEB4040 EDUCATION STUDIES**

**Campus** Footscray Park, Melton.

**Prerequisite(s)**
HEB3020 Curriculum Theory or equivalent.

**Content**
The subject will constitute a survey of theory in education. Emphasis will be given to theory which directly acknowledges questions of equity, disadvantage and change. The subject will require students to critique practice within the context of recognised educational philosophies and theories and the professional discourses of teaching and learning. The construction and reporting of teachers’ personal, professional and moral commitments will be discussed.

**Required Reading**

**Recommended Reading**

**Subject Hours**
Two hours per week, or equivalent, in lectures and workshops for one semester.

**Assessment**
Drafts of professional portfolio elements (100%).

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**HEB4050 PLANNING IN EDUCATION**

**Campus** Footscray Park, Melton.

**Prerequisite(s)**
HEB4040 Education Studies or equivalent.

**Content**
Review of major curriculum issues in education as preparation for continuous partnership work in schools forms the basis of this subject. The subject will enable students to undertake detailed planning for teaching, including both lesson and unit planning. Activities include attendance at seminars with Principals, employing authorities, teachers and first year teachers. Topics cover planning for specific partnership requirements such as curriculum implementation and evaluation, lesson preparation, team teaching and working as a team member, responsibilities of being a member of staff; reporting to parents. Ongoing compilation of documents such as teaching portfolio, resource file and case studies is required.

**Required Reading**

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**HEB4060 SYSTEMS AND ISSUES**

**Campus** Footscray Park, Melton.

**Prerequisite(s)**
HEB4040 Education Studies or equivalent.

**Content**
Through a presentation of current education policy, the subject will introduce students to a critical understanding of teachers’ professional responsibilities. Questions to be covered will include: relationships between teachers and employers, and with school principals and school councils; the role of the professional associations and the teacher unions; school-community relationships; employment and promotion in schools in education systems; the role of the Standards Council of the Teaching Profession and the application of the Dimensions of Teaching; teacher professional development and equity-based school change. The development of the teacher’s Professional Portfolio will be outlined.

**Required Reading**

**Subject Hours**
20 hours in lectures and workshops for one semester.

**Assessment**
Drafts of professional portfolio elements (100%).

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**HEB4070 PARTNERSHIPS AND PRACTICE**

**Campus** Footscray Park, Melton.

**Prerequisite(s)**
HEB4040 Education Studies or equivalent.

**Content**
The subject will comprise extended teaching practice. Mentor discussions at the partnership school and small group or peer mentoring discussions at the university will develop consideration of contemporary teaching and learning issues in depth. Demonstration of competent teaching practice, including the application of information in teaching, will be required, together with ongoing discussion of the nature of competence, emancipatory action research, school change and practical teacher theorising.

**Required Reading**

**Recommended Reading**

**Subject Hours**
40 days in a partnership school including six hours of workshops with mentor teacher and university lecturer.

**Assessment**
Compilation of reflective teaching portfolio including case writing and lesson plans (100%); report of satisfactory participation in partnership activities graded S/N.

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**HEB4080 GRADUATING SEMINAR**

**Campus** Footscray Park, Melton.

**Prerequisite(s)**
HEB4040 Education Studies or equivalent.
Content Ongoing reflection and personal theorising on work undertaken throughout the course of study and in particular, the final year are emphasised in this subject. Further development is undertaken on a philosophy of teaching, learning and curriculum and the connections between formal systems of education and social betterment. The notions of critical consciousness, emancipatory and collaborative action research and the role of the teacher as agent of change and how such concepts have been implemented in schools are reviewed. Discussions include the meaning of professionalism and the continuing need for professional development, civic courage and responsibility of the teacher under different social circumstances.

Required Reading

Recommended Reading

Assessment
- Poster presentation (25%);
- Written statement of personal educational philosophy (25%);
- Portfolio elements for use in report at partnership school (25%);
- Portfolio elements for use in university workshops (25%).

Subject Hours
- 20 hours of workshops for one semester.

Weekend Work
- Full-time program. Twenty hours per week in the integrated interdisciplinary Action Research project. Part-time program Ten hours per week in the integrated interdisciplinary Action Research project.

Assessment
- Research plan (40%);
- Journal (30%);
- Graduation seminar (30%). All components of assessment must be completed satisfactorily to pass the subject.

HEB4160 SCHOOL EXPERIENCE 7

Campus Footscray Park, Melton.

Prerequisite(s) Nil.

Content The subject aims to recognize that the focus of curriculum change is the relationship between teacher and children in the classroom; promote formal and systematic reflection by teachers on their classroom practice; link the theoretical and practical orientations of the Department of Education and its courses with curriculum planning and action by teachers in schools in the western region; provide teachers with the opportunity to base significant curriculum research on the planning, teaching and evaluation of their classroom work; ensure that the theoretical understanding gained from the course is supported by evidence based on the implementation of curriculum in the classroom in the Action Research project area; and provide opportunities for teachers in western region schools to work with staff from the Department of Education on curriculum research projects.

Required Reading To be advised by lecturer.

Subject Hours Full-time program. Twenty days per semester (or equivalent) in the integrated interdisciplinary Action Research project. Part-time program Ten days per semester (or equivalent) in the integrated interdisciplinary Action Research project.

Assessment
- Attendance and participation (50%);
- Journal (50%).
- All components of assessment must be completed satisfactorily to pass the subject.

HEB4174 ACTION RESEARCH 1

Campus Footscray Park, Sunbury.

Prerequisite(s) Nil.

Content The subject will introduce students to action-based research in youth, education and community focused settings by their placement in such settings. Students will plan and implement a specific activity based on a literature review and participation in professional practice. The subject will expect students to generate a personal discourse which explains and enhances personal agency in the context of professional and bureaucratic structures. Skills to be developed will include: planning for change, goal and outcomes setting, data collection and interpretation in action research, writing for professional audiences, journal and case writing. The subject will encourage students to work together in co-operative groups.

Required Reading

Subject Hours Three hours per week for one semester comprising one one-hour lecture and one two-hour workshop. Students will be expected to be participating in regular professional practice.

Assessment
- One 3000-word Research Plan (50%); maintenance of journal (25%); workshop presentation of research plan (25%).

HEB4180 CURRICULUM POLICY AND PRACTICE 1

Campus Footscray Park, Melton.

Prerequisite(s) Nil.

Content The aims of the subject are for students to investigate how changes in national cultural values and community interests affect Government policy, school curriculum and ultimately, teaching and learning; explore the way in which Government policies in education, cultural development and training are translated into school curriculum; identify and understand the work of the various participants in school curriculum development; develop an appreciation of the way in which teachers implement school curriculum by integrating their own understanding and preferred teaching styles with educational innovations and Government policy changes; develop sensitivity to the responses made by children to changes in school curriculum and organisation; develop teachers' competence in articulating coherent social and...
cultural understanding in their preparation and evaluation of curriculum programs and submissions for funding.


**Subject Hours** Full-time program. Twenty hours per week in the integrated interdisciplinary Action Research project. Part-time program Ten hours per week in the integrated interdisciplinary Action Research project.

**Assessment** Literature (40%); journal (30%); attendance and participation (30%). All components of assessment must be completed satisfactorily to pass the subject.

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**HEB4181 YOUTH POLICY AND PRACTICE 1**

**Campus** Footscray Park, Sunbury.

**Prerequisite(s)** Nil.

**Content** The subject will be constructed around an inquiry by students into the policy and organisational context of their professional practice, with particular attention given to the application of social theory to questions of social justice and social action. Topics to be examined in relation to youth policy formulation and implementation will include: the organisation of government and non-government organisations, the professional-bureaucratic interface, the emerging professionalism of the youth worker, issues of Case Management, young people’s rights and negotiating with young people.


**Subjects Hours** Three hours per week for ne semester comprising one one-hour lecture and one two-hour workshop. Students will be expected to be participating in regular professional practice.

**Assessment** Review of policy and procedural documents related to the student’s professional practice, 2000 words (50%); preparation and presentation of 1000 word tutorial paper (50%).

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**HEB4190 CURRICULUM IN THE PRIMARY SCHOOL 1**

**HEB4290 CURRICULUM IN THE PRIMARY SCHOOL 2**

**Campus** Footscray Park, Melton.

**Prerequisite(s)** Nil.

**Content** The subject aims to: provide practising teachers with an understanding about the organisation and development of school curriculum; promote understanding of the process of curriculum change in schools; provide opportunities for teachers to explore a particular curriculum area in depth through a critical review of the relevant literature and by participation in classroom-based curriculum research; deepen teachers’ understanding of the relationship between teaching approaches and the learning styles of children, leading to an enhancement of metacognitive understanding about teaching and learning; promote and publish approaches to curriculum development which reflect the interests of students, teachers and schools in the western region of Melbourne.


**Subject Hours** Full-time program. Twenty hours per week in the integrated interdisciplinary Action Research project. Part-time program Ten hours per week in the integrated interdisciplinary Action Research project.

**Assessment** Research report (40%); journal (30%); attendance and participation (30%). All components of assessment must be completed satisfactorily to pass the subject.

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**HEB4274 ACTION RESEARCH 2**

**Campus** Footscray Park, Sunbury.

**Prerequisite(s)** HEB4174 Action Research 1; or equivalent.

**Content** Students will implement and report on an action research project located in a youth, education or community setting in which they are located. The subject will expect students to participate in workshops in which they will report on their project findings. Particular attention will be given to the identification of projects’ intended and unintended consequences, including the interactions between structural constraints and democratic action. Skills to be developed include: goal and outcomes setting, data collection and interpretation in action research, writing for professional audiences, journal and case writing, outcomes based evaluation, formulation and presentation of the findings of an action research project. The subject will encourage students to work together in co-operative groups.


**Subject Hours** Three hours per week for one semester comprising one one-hour lecture and one two-hour workshop. Students will be expected to be participating in regular professional practice.

**Assessment** Maintenance of journal (25%); presentation of a 2000-word research report, or equivalent, to a formal professional conference (50%); leading of a workshop on the applicability of action research to relevant fields of professional practice (25%).

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**HEB4282 YOUTH POLICY AND PRACTICE 2**

**Campus** Footscray Park, Sunbury.

**Prerequisite(s)** HEB4181 Youth Policy and Practice 1; or equivalent.

**Content** Students will acquire the knowledge and skills needed to work constructively within the policy and practice context of organisations serving young people. Topics will be selected from the following: responding to National and State policy, working in teams to plan and write submissions for funding to National, State and non-government funding agencies, program evaluation and reporting, managing a funded program, developing strategies for Case Management and empowering young people through their participation in a formally organised youth project.


**Subject Hours** Three hours per week for one semester comprising one one-hour lecture and one two-hour workshop. Students will be expected to be participating in regular professional practice.

**Assessment** Preparation of a program document (submission, evaluation, report) related to each student’s professional workplace, 2000 words (50%); preparation and presentation of tutorial paper (50%).

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**HEE1180 LEARNING AND COMMUNICATION**

**Campus** Echuca.

**Prerequisite(s)** Nil.

**Content** This subject will be inquiry based and focus personal literacy learning and the learning environment. A range of activities will be explored which investigate and develop awareness of learning styles, such as field trips, visual experiences, partnerships with community groups. The teaching and learning of language and reporting knowledge and experience, for example visually, through text, orally, etc will be studied. Special focus will be on developing skills and competence teaching and learning in literacy and
information technology. The establishment of practical learning and mentors through Community Partnership will be essential in first semester. Issues such as diversity, equity and ability will be addressed.


**Subject Hours** Five hours of workshops each week plus ten days Community Partnership for one semester or equivalent.

**Assessment** Two reports in the form of an essay, journal or folio of experience and learning (50% each); report of satisfactory participation in partnership activities.

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**HEE1181 LANGUAGE DEVELOPMENT**

**Campus** Echuca.

**Prerequisite(s)** HEE1180 Learning and Communication or equivalent.

**Content** This subject inquires about students’ developing awareness of their own learning, other learning styles and the learning environment. Special focus will be on teaching and learning in language curriculum. A range of activities which will increase awareness of a variety of learning styles and environments, such as field trips, visual experiences, partnerships with community groups. The consolidation of learning partnerships with young people in community settings through site based mentors, community mentors, and distance mentors using learning technologies will be critical. Social research methods will be introduced.


**Subject Hours** Twenty-six hours of workshops plus ten days Community Partnership for one semester.

**Assessment** Reports of experience and learning (100%); report of satisfactory participation in partnership activities.

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**HEE1190 YOUTH AND COMMUNITY STUDIES 1**

**Campus** Echuca.

**Prerequisite(s)** Nil.

**Content** This subject will focus on definitions and conceptions of ‘youth’ and provide the opportunity to explore the key elements of youth work practice. The unit will explore the role and responsibilities of workers with young people. Also equip students with knowledge of the relationship between theory and practice and professional ethics that underpin good practice.

**Required Reading** To be negotiated.


**Subject Hours** Fifty-two hours for one semester comprising workshops.

**Assessment** Reports of reading, activities and projects (100%).

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**HEE1189 COMMUNITY DEVELOPMENT AND YOUNG PEOPLE**

**Campus** Echuca.

**Prerequisite(s)** Nil.

**Co-requisite(s)** HEE1190 Youth and Community Studies 1; or equivalent.

**Content** This subject will provide the learner with an overview of the key principles and elements of Community Development as a model of practice for workers with young people within a community. The inequalities people experience in our society and the community development responses are analysed from a variety of perspectives. Issues are examined in order to recognise the relevance of class, gender, race, ethnicity, age, and sexual preference. This unit will equip the participant with the critical skills required to develop a range of programs for young people within a Community Development framework.

**Required Reading** To be advised by the lecturer.


**Subject Hours** Fifty-two hours for one semester comprising workshops.

**Assessment** Reports of reading, activities and projects (100%).

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**HEE2180 MATHEMATICS LEARNING**

**Campus** Echuca.

**Prerequisite(s)** HEE1180 Learning and Communication or equivalent.

**Content** This subject will focus on developing relationships between educators and learners, teaching and learning, so that the personal, social and cultural aspects of learning in educational and other community settings will be encountered. Through negotiated teaching and learning partnerships, this subject will investigate the nature of policy, program and curriculum planning, the relationships between teachers, mentors, leaders, coaches and learners. It will explore inclusive practices for learning and personal development of young people. Special focus will be on developing skills and understandings of teaching and learning in mathematics curriculum. Learners will use social research methods to begin to document learning and program outcomes.


**Subject Hours** Twenty-six hours of workshops plus fifteen days Community Partnership for one semester.

**Assessment** Reports of experience and learning (100%); report of satisfactory participation in partnership activities.

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**HEE2181 POLICY AND PRACTICE**

**Campus** Echuca.

**Prerequisite(s)** HEE1180 Learning and Communication or equivalent.

**Content** This subject will focus on reporting relationships between mentors, educators and learners, teaching and learning, so that the personal, social and cultural aspects of learning will be encountered. Through negotiated teaching and learning partnerships this subjects also investigates policy and program planning and the emerging relationships between teachers, mentors, leaders, coaches and learners. It will build skills in team programming, curriculum...
implementation and evaluation as learners participate in community education and enterprise partnership projects. Special focus will be on teaching and learning in the arts curriculum. Reports of projects and teaching will take account of the personal, social and cultural characteristics of young people such as socio-economic background, race, class, gender, geographic location and disability.

**Required Reading**


**Recommended Reading**


**Assessment**

Reports of experience and learning (100%). Report of satisfactory participation in partnership activities.

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**HEE2190 YOUTH AND COMMUNITY STUDIES 2**

**Campus** Echuca, Footscray Park, Melton.

**Prerequisite(s)**

HEE1190 Youth and Community Studies 1, or equivalent.

**Content**

This subject will provide an understanding of the historical construction of youth work and the major institutions and organisations that have played a fundamental role in the development of youth work practice and policy. It will provide a context to analyse the systems, policy and practice that are currently in place. It will examine the connections between the provision of services for young people and the development of policies to provide for the wide range of needs of young people.

**Required Reading**


**Recommended Reading**


**Subject Hours**

Thirty-nine hours of workshops plus fifteen day Community Partnership for one semester.

**Assessment**

Reports of reading, activities and projects (100%).

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**HEE2191 CASE MANAGEMENT AND GROUP WORK**

**Campus** Echuca.

**Prerequisite(s)**

HEE1190 Youth and Community Studies 1 or equivalent.

**Content**

This subject will provide the learner with the essential skills for the role of youth work practitioners. Skills such as interviewing strategies, managing and establishing groups, understanding group dynamics, working with groups, organising and supporting group work with young people are fundamental in the application of youth work. These skills are required to work in a range of agency settings, counselling and interview skills, group facilitation and conflict resolution. The subject will also examine the roles, responsibilities and ethical considerations of workers in direct service delivery work.

**Required Reading**

To be negotiated.

**Recommended Reading**


**Subject Hours**

Twenty-six hours for one semester comprising workshops.

**Assessment**

Reports of reading, activities and projects (100%).

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**HEE2192 POLICY DEVELOPMENT**

**Campus** Echuca.

**Prerequisite(s)**

HEE1190 Youth and Community Studies 1; HEE2190 Youth and Community Studies 2 or equivalent.

**Content**

This subject will explore the context, development and implementation of social policy in Australia. It will examine current models of social policy. It will investigate many of the current debates surrounding the role of the welfare state and other areas of contention, including the the relationship between public and the private domain in policy development, universality and selectivity, and ethno specific models in contrast to mainstream models of social policy delivery.

**Required Reading**

To be negotiated.

**Recommended Reading**


**Subject Hours**

Thirty-nine hours for one semester comprising workshops.

**Assessment**

Reports of reading, activities and projects (100%).

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**HEE2193 MANAGING AN AGENCY 1**

**Campus** Echuca.

**Prerequisite(s)**

HEE1190 Youth and Community Studies 1; or equivalent.

**Content**

This subject will provide the skills required to implement appropriate management techniques to establish a new service for young people. The subject will investigate the practice of community agencies and the skills required to work with and manage staff, including community volunteers, initiate community links and establish an agency within its community. All aspects of agency management will be introduced, including budgeting, financial management, resource development and allocation.

**Required Reading**

To be negotiated.

**Recommended Reading**


**Subject Hours**

Twenty-six hours for one semester comprising workshops.

**Assessment**

Reports of reading, activities and projects (100%).

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**HEE2194 YOUTH AND COMMUNITY STUDIES 3**

**Campus** Echuca.

**Prerequisite(s)**

HEE1190 Youth and Community Studies 1; HEE2190 Youth and Community Studies 2 or equivalent.

**Content**

This subject will provide the learner with the ability to develop a framework to locate and analyse the experience of young people in a personal, social, and policy context. Key considerations include young people in the context of their culture, family, community and peer groups. Issues of identity, gender, sexuality, mental health and substance abuse are considered in the worker's role with young people.

**Required Reading**

To be negotiated.

**Recommended Reading**

Content This subject will introduce the learner to the diverse range of information required to function effectively within our society, and more specifically as a community based worker. It also presents a theoretical framework and examines the nature and culture of organisations in order to recognise structures and opportunities to effect change and undertake social action.

Required Reading To be negotiated.


Subject Hours Thirty-nine hours for one semester comprising workshops.

Assessment Reports of reading, activities and projects (100%).

HEE2195 INFORMATION AND ORGANISATION SYSTEMS

Campus Echuca.
Prerequisite(s) HEE1190 Youth and Community Studies 1 or equivalent.

Content This subject will introduce the learner to the diverse range of information required to function effectively within our society, and more specifically as a community based worker. It also presents a theoretical framework and examines the nature and culture of organisations in order to recognise structures and opportunities to effect change and undertake social action.

Required Reading To be negotiated.


Subject Hours Thirty-nine hours for one semester comprising workshops.

Assessment Reports of reading, activities and projects (100%).

HEE2196 SOCIAL AND POLITICAL ECONOMICS

Campus Echuca.
Prerequisite(s) HEE1190 Youth and Community Studies 1; HEE2190 Youth and Community Studies 2, or equivalent.

Content This subject will develop knowledge about the current political and economic environment. Working with young people requires an understanding of the political and economic context in which young people work so that change may be initiated and effective. This subject aims to provide an integrated and critical perspective of the political and economic structures in Australian society.

Required Reading To be negotiated.


Subject Hours Thirty-nine hours for one semester comprising workshops.

Assessment Reports of reading, activities and projects (100%).

HEE2197 MANAGING AN AGENCY 2

Campus Echuca.
Prerequisite(s) HEE2193 Managing an Agency 1 or equivalent.

Content This subject will further develop the skills required to implement appropriate management techniques to establish a new service for young people. The subject will investigate a range of successful service providers and the strategies which are used to enhance community relationships and support for programs for young people. All aspects of service and agency development and implementation will be further investigated, especially budgeting, financial management, resource development and allocation, and service evaluation.

Required Reading To be advised by the lecturer.


Subject Hours Twenty-six hours for one semester comprising workshops.

Assessment Reports of reading, activities and projects, 100%.

HEE3180 CURRICULUM KNOWLEDGE 1

Campus Echuca.
Prerequisite(s) HEE11180 Learning and Communication or equivalent.

Content This subject provides an overview of the Key Learning Areas of the Curriculum and Standards Framework, including learning outcomes at all year levels. Extensive consideration of the subject knowledge required for the teaching of major concepts particularly in Science, SOSE, Arts and Technology and the incorporation of literacy and numeracy principles across the curriculum. Issues related to Australia's Indigenous cultures and languages will be included, integrated with a major theme of learning from and about the local environment. Emphasis is also given to the middle years of schooling. Distinct subject knowledge is investigated with specific content negotiated for class discussion and study. Occasional seminars and site visits to draw upon resources and knowledge of the local community and environment will be conducted.

Required Reading Board of Studies Victoria, 1996, Curriculum and Standards Framework and Course Advice, Melbourne.


Subject Hours Twenty-six hours for one semester comprising workshops.

Assessment Compilation of curriculum classroom materials regarding one Key Learning Area, 50%; a written report discussing the nature and extent of subject knowledge required for quality teaching in that Key Learning Area, 50%.

HEE3181 PROGRAM DEVELOPMENT

Campus Echuca.
Prerequisite(s) HEE1180 Learning and Communication or equivalent.

Content This subject will focus on developing a program or curriculum which is part of an inquiry based negotiated partnership or enterprise activity, such as conducting a youth camp, coaching a team, teaching a unit of work with young people in schools and community settings. Developing programs which draw on and respond to individual needs will be emphasised. Special focus will be on developing partnerships with strong connections to general studies areas and on inquiry, teaching and learning in science curriculum. A strong relationship will be developed between the focus of program and curriculum planning, implementation and evaluation and the learners other major study. Developing programs which draw on and respond to individual needs will be a focus.


Subject Hours Twenty-six hours of workshops plus twenty days Community Partnership for one semester.
HEE3182 CURRICULUM KNOWLEDGE 2

Campus Echuca.

Prerequisite(s) HEE1180 Learning and Communication or equivalent.

Content This subject provides an overview of the Key Learning Areas of the Curriculum and Standards Framework, including learning outcomes at all year levels. Extensive consideration of the subject knowledge required for the teaching of major concepts particularly in Science, SOSE, Arts and Technology and the incorporation of literacy and numeracy principles across the curriculum. Issues related to Australia's Indigenous people are included in an integrated study of local issues. Occasional seminars with mentor teachers will explore cultural and educational questions.

Required Reading Board of Studies Victoria, 1996, Curriculum and Standards Framework and Course Advice, Melbourne.


Subject Hours Twenty-six hours for one semester comprising workshops.

Assessment Compilation of curriculum classroom materials regarding one Key Learning Area, 50%; a written report discussing the nature and extent of subject knowledge required for quality teaching in that Key Learning Area, 50%.

HEE3183 EDUCATIONAL CHANGE

Campus Echuca.

Prerequisite(s) HEE1180 Learning and Communication or equivalent.

Content This subject investigates change in educational settings and arrangements for improved outcomes. Action research methods will be used to investigate factors of school improvement, school effectiveness and professional development in partnership or enterprise activities. Special focus will be on general studies areas and on inquiry, teaching and learning in social education and literacy curriculum. The needs of students and their local communities will form the basis for program or curriculum development, implementation, identification of learning outcomes and program evaluation. A professional portfolio will be developed which reflects professional practice in response to the National Framework of Beginning Teacher Competencies and the SCPT Dimensions of Teaching.


Subject Hours Fifty-two hours of workshops plus ten days Education Partnership for one semester.

Assessment Reports of workshop sessions, 25%; documented action plan, 25%; a report of findings through a negotiated teaching portfolio, 50%; report of satisfactory participation in partnership activities.

HEE4180 COLLABORATIVE ACTION RESEARCH 1

Campus Echuca.

Prerequisite(s) HEE1180 Learning and Communication or equivalent.

Content This subject is partnership-based in schools and involves an extensive action research study of teaching and learning. Implications for the design, conduct and evaluation of curriculum and issues concerning Indigenous culture, language and learning are included. The practice and theory of action research are considered in an integrated manner, including developing action plans and regular reflection. Analysis of government and school policy statements and reference to the educational literature establishes the context within which the action research program will be conducted. Students work in either primary, secondary or P-12 settings.


Subject Hours Fifty-two hours of workshops plus ten days Education Partnership for one semester.

Assessment Reports of workshop sessions, 25%; documented action plan, 25%; a report of findings through a negotiated teaching portfolio, 50%; report of satisfactory participation in partnership activities.

HEE4181 EDUCATIONAL ORGANISATION 1

Campus Echuca.

Prerequisite(s) HEE1180 Learning and Communication or equivalent.

Content This subject initiates an extensive study of educational and school structures, procedures and organisation. Major trends that impact upon school curriculum at the primary and secondary levels are considered. Special emphasis will be given to issues concerning Australia's Indigenous cultures, languages and learning, as well as an evaluation of national and state equity programs. Different models of primary and secondary school organisation are examined and the means by which curriculum design responds to external factors. A critique of the Victorian Certificate of Education will be included. Curriculum and policy as a vehicle for social and education change and reform will be the focus of the partnership undertaken.

Required Reading Caldwell, B. 1993, Decentralising the Management of Australian Schools, NIEE.


Subject Hours Fifty-two hours for one semester comprising workshops or equivalent.

Assessment Reports of workshop sessions, 25%; documented interviews of community members presented in range of media, 25%; annotated school policy and curriculum statements, 50%.

HEE4182 CURRICULUM AND PLANNING 1

Campus Echuca.

Prerequisite(s) HEE1180 Learning and Communication or equivalent.

Content This subject provides an overview of the Key Learning Areas of the Curriculum and Standards Framework, including learning outcomes at all year levels. Extensive consideration of the subject knowledge required for the teaching of major concepts particularly in Science, SOSE, Arts and Technology and the incorporation of literacy and numeracy principles across the curriculum. Issues related to Australia's Indigenous people are included in an integrated study of local issues. Occasional seminars with mentor teachers will explore cultural and educational questions.

Required Reading Board of Studies Victoria, 1996, Curriculum and Standards Framework and Course Advice, Melbourne.


Subject Hours Twenty-six hours for one semester comprising workshops.

Assessment Compilation of curriculum classroom materials regarding one Key Learning Area, 50%; a written report discussing the nature and extent of subject knowledge required for quality teaching in that Key Learning Area, 50%.

Subject Hours Fifty-two hours of workshops plus twenty days Community Partnership for one semester.

Assessment Compilation of teaching portfolio containing appropriate documents, reports and evaluation of program conducted, 100%; report of satisfactory participation in partnership activities.
HEE4184 EDUCATIONAL ORGANISATION 2

Campus: Echuca.

Prerequisite(s): HEE1180 Learning and Communication or equivalent.

Content: This subject is partnership-based in schools and immerses student teachers in the curriculum and learning culture of primary and secondary schools. In particular, a detailed study of outcomes-based education will be undertaken including the Curriculum and Standards Framework. Curriculum development, lesson planning and teaching will centre on language, cultural studies and numeracy, with reference to all Key Learning Areas. Issues concerning Indigenous culture, language and learning will be included.


Subject Hours: Fifty-two hours for one semester comprising workshops or equivalent.

Assessment: Initial statement regarding teaching, learning and curriculum, (50%) based on a systematic collection of lesson plans, teaching rationales, student work samples, mentor comments, self-assessment and appropriate curriculum materials (50%)

HEE4184 EDUCATIONAL ORGANISATION 2

Campus: Echuca.

Prerequisite(s): HEE1180 Learning and Communication or equivalent.

Content: This subject is partnership-based in schools and immerses student teachers in the curriculum and learning culture of primary and secondary schools. Issues such as catering for a range of student backgrounds and interests and how to engage students with major ideas will be studied, together with appropriate methods of monitoring, assessing and reporting student learning progress, with reference to all Key Learning Areas. Experience of the practical application of curriculum policy, including the Curriculum Standards Framework, will be gained through partnership work primary, secondary or P−12 settings. Special attention to teaching and learning in the graduating teachers areas of expertise is given.


Subject Hours: Fifty-two hours for one semester comprising workshops or equivalent.

Assessment: Reports of workshop sessions, 25%; documented interviews of community members presented in range of media, 25%; annotated school policy and curriculum statements, 50%.

HEE4185 CURRICULUM AND PLANNING 2

Campus: Echuca.

Prerequisite(s): HEE1180 Learning and Communication or equivalent.

Content: This subject is partnership-based in schools and immerses student teachers in the curriculum and learning culture of primary and secondary schools. Issues such as catering for a range of student backgrounds and interests and how to engage students with major ideas will be studied, together with appropriate methods of monitoring, assessing and reporting student learning progress, with reference to all Key Learning Areas. Experience of the practical application of curriculum policy, including the Curriculum Standards Framework, will be gained through partnership work primary, secondary or P−12 settings. Special attention to teaching and learning in the graduating teachers areas of expertise is given.


Subject Hours: Fifty-two hours for one semester comprising workshops or equivalent.

Assessment: Reports of workshop sessions, 25%; a report of findings through a negotiated teaching portfolio, 75%; report of satisfactory participation in partnership activities.

HEG1633 TEACHING ENGLISH AS A SECOND LANGUAGE

Campus: Footscray Park.

Prerequisite(s): According to guidelines set down by the Victorian Directorate of School Education. (Level of written and spoken English suitable as a reliable model of language in classroom settings.)

Content: The societal context of language learning in Australia. Developmental and age-related aspects of second language learning. An historical view of TESOL approaches and methodologies. New arrivals and their learning needs. An
introduction to linguistics and the learning of English. The nature and structure of English. Literacy and bi-literacy. The role of the ESL teacher. Needs analysis, profiling and assessment. Program design in ESL. The use of human and material resources in TESOL.

**Required Reading** To be advised by lecturer.

**Subject Hours** Four hours per week for two semesters comprising seminars and workshops.

**Assessment** Literature review, 35%; log book, 35%; class presentation, 30%.

**HFB1203 PARAMEDIC PRACTICE 1**

**Campus** St Albans, Off Campus.

**Prerequisite(s)** HFB1801 Out of Hospital Practice, HFB1802 Prehospital Clinical 1; or equivalent

**Co-requisite(s)** HFB1205 Fundamentals of Paramedicine 2, HFB2101 Fundamentals of Paramedicine 3, or HFB2204 Fundamentals of Paramedicine 4. These topics will be related directly to paramedic care of the emergency patient.

**Required Reading** To be advised by lecturer.

**Subject Hours** Four hours per week for one semester comprising seminars and workshops.

**Assessment** Two hours per week for one semester comprising lectures, tutorials/practical or off campus equivalent.

**HFB1101 FUNDAMENTALS OF PARAMEDICINE 1**

**Campus** St Albans, Off Campus.

**Prerequisite(s)** Nil.

**Content** This subject will introduce the fundamentals of paramedicine. Students will be introduced to the anatomical and physiological, biochemical and pathophysiological basis of care. The subject will be taught using a paramedic approach to body systems, function and structure. Examination of homeostasis, cell structure, type, groups and function is introduced. This is further developed by examination of the musculoskeletal and integumentary systems. An understanding of the pathophysiology belying the many chronic and acute conditions paramedics’ face will enable an appreciation of how, when and why a treatment modality is utilised. Topics studied in this subject may be interchangeable with those in HFB2105 Fundamentals of Paramedicine 2, HFB2101 Fundamentals of Paramedicine 3 or HFB2206 Fundamentals of Paramedicine 4. These topics will be related directly to paramedic care of the emergency patient.

**Required Reading** To be advised by lecturer.

**Subject Hours** Four hours per week for one semester or off campus equivalent comprising lectures, practical /tutorial/laboratory and/or workbooks per week.

**Assessment** Assignment of 2,500 words and/or tutorial/laboratory reports and/or workbook (50%); examination (50%). Normally to obtain a pass in the subject all components of assessment must be passed.

**HFB1202 PARAMEDIC SCIENCES 1**

**Campus** St Albans, Off Campus.

**Prerequisite(s)** Nil.

**Content** This subject is concerned with developing the students understanding of the unique science underpinning paramedic practice. An introduction to microbiology and pharmacology as related to prehospital practice will establish the basis for the specific application of those sciences in later subjects. The pharmacological concepts of paramedic practice will discuss issues such as route of administration, distribution, metabolism and excretion of drugs and how those aspects relate to the paramedic practice. Topics studied in this subject may be interchangeable with those in HFB1206 Paramedic Sciences 2, HFB2101 Paramedic Sciences 3 or HFB2207 Paramedic Sciences 4. These topics will be related directly to paramedic care of the emergency patient.

**Required Reading** To be advised by Lecturer. 

**Subject Hours** Four hours per week for one semester comprising lectures, tutorials/practical or off campus equivalent.

**Assessment** Assignment 2,500 words and tutorial/laboratory reports and/or workbook (50%); examination (50%). Normally to obtain a pass in the subject all components of assessment must be passed.

**HFB1102 PARAMEDIC SCIENCES 2**

**Campus** St Albans, Off Campus.

**Prerequisite(s)** Nil.

**Content** This subject will introduce the concepts of paramedic practice will establish the basis for the specific application of those sciences in later subjects. The pharmacological concepts of paramedic practice will discuss issues such as route of administration, distribution, metabolism and excretion of drugs and how those aspects relate to the paramedic practice. Topics studied in this subject may be interchangeable with those in HFB1206 Paramedic Sciences 2, HFB2101 Paramedic Sciences 3 or HFB2207 Paramedic Sciences 4. These topics will be related directly to paramedic care of the emergency patient.

**Required Reading** To be advised by lecturer.

**Subject Hours** Four hours per week for one semester comprising lectures, tutorials/practical or off campus equivalent.

**Assessment** Examination (50%); assignment of 2,500 words (20%); tutorial/workbook and/or practical (30%). Normally to obtain a pass in the subject all components of assessment must be passed.
Content: This subject is designed to facilitate the application of theory and skills presented in the HFB1203 Paramedic Practice 1. Students will participate in the delivery of health care in selected clinical settings and/or classroom laboratory setting. The clinical focus is on developing skills of assessment and care of people who require acute emergency medical and surgical care and will be related to the neurological, respiratory, cardiovascular, and endocrine systems. The practical administration of medications will also be included.

Required Reading: To be advised by lecturer.

Subject Hours: Shall equal up to 120 hours for one semester. Clinical placement needs to be flexible pending available clinical positions in hospitals, other medical institutions, private, public ambulance services or classroom laboratory. Students will be notified at the beginning of the semester of the clinical arrangements.

Assessment: Clinical assessment—students are expected to demonstrate competence in practice to gain an ungraded pass in this subject. Normally to obtain a pass in the subject all components of assessment must be passed.

HFB1205 FUNDAMENTALS OF PARAMEDICINE 2

Campus: St Albans, Off Campus.

Prerequisite(s): HFB1101 Fundamentals of Paramedicine 1, or equivalent.

Content: This subject continues the studies from HFB1101 Fundamentals of Paramedicine 1 and begins the examination of the anatomy and physiology, and pathophysiology of the nervous, respiratory, cardiovascular and endocrine systems. The subjects are integrated together to give a holistic approach of body systems and how each system affects the other. Topics studied in this subject may be interchangeable with those in HFB1101 Fundamentals of Paramedicine 1, HFB2102 Fundamentals of Paramedicine 3 or HFB2206 Fundamentals of Paramedicine 4. These topics will be related directly to paramedic care of the emergency patient.

Required Reading: To be advised by lecturer.

Subject Hours: Four hours per week or off campus equivalent for one semester comprising lectures, and practical/tutorials.

Assessment: Assignment of 2,500 words and tutorial/laboratory reports/and/or workbook (50%); examination (50%). Normally to obtain a pass in the subject all components of assessment must be passed.

HFB1206 PARAMEDIC SCIENCES 2

Campus: St Albans, Off Campus.

Prerequisite(s): HFB1102 Paramedic Sciences 1; or equivalent.

Content: This subject studies the pharmacological aspects of dysfunction in the neurological, respiratory, cardiovascular and endocrine systems and relates them to paramedic practice and the out of hospital setting. The concept of host microbe interactions in microbiology introduces the student to epidemiology, the principles of disease and the bodies defence system. Topics studied in this subject may be interchangeable with those in HFB1102 Paramedic Sciences 1, HFB2103 Paramedic Sciences 3 or HFB2207 Paramedic Sciences 4. These topics will be related directly to paramedic care of the emergency patient.

Required Reading: To be advised by lecturer. Subject Hours: Two hours per week or off-campus equivalent comprising lectures and tutorials/laboratory/workbook.

Assessment: Assignment of 2,500 words and tutorial/laboratory reports/and/or workbook (50%); examination (50%). Normally to obtain a pass in the subject all components of assessment must be passed.

HFB1801 OUT OF HOSPITAL PRACTICE

Campus: St Albans, Off Campus.

Prerequisite(s): Nil.

Content: This subject introduces the student to out of hospital care and the paramedic profession. This subject is divided into three areas. The first area introduces the student to practice models, modes of paramedic and out of hospital emergency and non-emergency practice. Topics also include an introduction to ambulance operations involving the management of patients in moving vehicles, lifting and transferring of patients, working as a member of the health care team and written communications in prehospital care. Occupational health and safety issues and an introduction to aspects of law and ethics will also be covered. The second area introduces the student to paramedic diagnostics, emergency and non-emergency examination, basic life support and elementary management of the patient with conditions including Neurological, Psychiatric, Respiratory, Cardiovascular, GIT, and musculoskeletal problems, environmental effects, substance abuse and acute medical and surgical events. The third area introduces trauma and its effect on the body, the paramedic's approach to a trauma incident, patient extrication, air medical services and major incident procedures. Throughout the subject a problem-based learning model will be used and students will be constantly encouraged to develop critical thinking processes.

Assessment: Clinical assessment—students are expected to demonstrate competence in practice to gain an ungraded pass in this subject. Normally to obtain a pass in the subject all components of assessment must be passed.

HFB1802 PREHOSPITAL CLINICAL

Campus: St Albans, Off Campus.

Prerequisite(s): Nil.

Co-requisite(s): HFB1801 Out of Hospital Practice; or equivalent.

Content: This subject is designed to facilitate the application of theory and skills presented in the HFB1801 Out of Hospital Practice. Students will participate in the delivery of health care in selected clinical settings and/or laboratory practices. The clinical focus is on developing skills related to assessment and care of people who require elementary medical and surgical care, transport and prehospital care. Required Reading: To be advised by lecturer.

Subject Hours: Shall equal up to 120 hours for one semester. Clinical placement needs to be flexible pending available clinical positions in hospitals, other medical institutions, private and public ambulance services. Students will be notified at the beginning of the semester of the clinical arrangements. Assessment: Clinical assessment—students are expected to demonstrate competence in practice to gain an ungraded pass in this subject. Normally to obtain a pass in the subject all components of assessment must be passed.

HFB2800 PARAMEDIC PRACTICE 2

Campus: St Albans, Off Campus.

Prerequisite(s): HFB1203 Paramedic Practice 1; or equivalent.

Co-requisite(s): HFB2102 Fundamentals of Paramedicine 2, HFB2103 Paramedic Sciences 2; or equivalent.

Content: This subject continues develop the students understanding and practice of paramedic emergency management. This subject has been designed to continue the study of knowledge using a problem-orientated approach. The introduction of skill development and knowledge has been specifically integrated to ensure students have an underlying knowledge and then are able to apply skills to a particular situation. The framework of this subject will be based around medical specialties and out of hospital emergencies and will be related to emergency care of the elderly.
infectious diseases, toxicity and substance abuse, and genitourinary and reproductive emergencies. Students will be introduced to the principles of applied clinical pharmacology in the form of medical guidelines, drug administration, and management of these patients in emergency situations, in the home and during emergency medical transport. Students will also be introduced to clinical instruction and mentoring. To enhance student relationships, students will work with other students providing supervised student mentoring arrangements. The integration of this approach will further facilitate the need for individualised patient care. Topics in this subject may be interchanged with HFB2103 Paramedic Practice 1 or HFB2204 Paramedic Practice 3.

**Required Reading** To be advised by lecturer. **Subject Hours** Four hours per week for one semester or off campus equivalent comprising lectures, tutorials, practical sessions and discussion and/or workbooks.

**Assessment** Examination (50%); assignment of 2,500 words (20%); tutorial/workbook and/or practical (30%). Normally to obtain a pass in the subject all components of assessment must be passed.

**HFB2101 PARAMEDIC CLINICAL 2**

**Campus** St Albans, Off Campus. **Prerequisite(s)** HFB2103 Paramedic Practice 1; or equivalent. **Co-requisite(s)** HFB2100 Paramedic Practice 2; or equivalent. **Content** This subject is designed to facilitate the application of theory and skills presented in the HFB2100 Paramedic Practice 2. Students will participate in the delivery of health care in selected clinical settings and/or laboratory practices. The clinical focus is on developing skills related to assessment and care of people such as the patient with infectious disease, gynaecological, genitourinary or reproductive emergencies, and elderly patient who require medical care during transport and on-site prehospital care.

**Required Reading** To be advised by lecturer. **Subject Hours** Shall equal up to 120 hours for one semester. Clinical placement needs to be flexible pending available clinical positions in hospitals, other medical institutions, private and public ambulance services. Students will be notified at the beginning of the semester of the clinical arrangements.

**Assessment** Students will be assessed in the clinical, complete a case portfolio and are expected to demonstrate competence in practice to gain an ungraded pass in this subject. Normally to obtain a pass in the subject all components of assessment must be passed.

**HFB2102 FUNDAMENTALS OF PARAMEDICINE 3**

**Campus** St Albans, Off Campus. **Prerequisite(s)** HFB1101 Fundamentals of Paramedicine 1; or equivalent. **Content** The subject builds on the earlier Fundamentals of Paramedicine 1 and 2, and includes the anatomy and physiology of the lymphatic, digestive, reproductive and urinary system illustrating their relationship to a range of common/important acute and chronic illness. An overview of human nutrition, metabolism and body temperature regulation is included for completeness. Topics may be interchanged with those in HFB1101 Fundamentals of Paramedicine 1, HFB2105 Fundamentals of Paramedicine 2 or HFB2206 Fundamentals of Paramedicine 4 subjects as appropriate. These topics will be related directly to paramedic care of the emergency patient.

**Required Reading** To be advised by lecturer. **Subject Hours** Four hours per week or off-campus equivalent comprising lectures and tutorial/laboratory session.

**Assessment** Assignment of 2,500 words and tutorial/ laboratory reports and/or workbook (50%); examination (50%). Normally to obtain a pass in the subject all components of assessment must be passed.

**HFB2103 PARAMEDIC SCIENCES**

**Campus** St Albans, Off Campus. **Prerequisite(s)** HFB1102 Paramedic Sciences 1; or equivalent. **Content** This subject introduces the students to management of patient who are undergoing specific pharmacological agents that are related to the GI tract, toxicology and the control/treatment of cellular proliferation. Infections of the body systems will be covered from a microbiological aspect together with techniques for infection diagnosis. Topics studied in this subject may be interchangeable with those in HFB1102 Paramedic Sciences 1, HFB1206 Paramedic Sciences 2 or HFB2207 Paramedic Sciences 4. These topics will be related directly to paramedic care of the emergency patient.

**Required Reading** To be advised by lecturer. **Subject Hours** Two hours per week or off campus equivalent consisting of lectures, laboratory/tutorials and/or workshops.

**Assessment** Assignment of 2,500 words and tutorial/ laboratory reports and/or workbook (50%); examination (50%). Normally to obtain a pass in the subject all components of assessment must be passed.

**HFB2204 PARAMEDIC PRACTICE 3**

**Campus** St Albans, Off Campus. **Prerequisite(s)** HFB2100 Paramedic Practice 2, HFB2101 Paramedic Clinical 2; or equivalent. **Content** This subject continues develops the students understanding and practice of paramedic emergency management. This subject has been designed to continue the study of knowledge using a problem orientated approach. The framework of this subject will be based around medical specialties and out of hospital emergencies and will be related to trauma management, trauma systems, search and rescue, environmental emergencies, HAZCHEM, soft tissue and musculoskeletal trauma, introduction to aeromedicine, remote paramedic care and major incident response. The introduction of skill development and knowledge has been specifically integrated to ensure students have an underlying knowledge and then are able to apply skills to a particular situation. Students will examine topics such as clinical pharmacology in the form of medical guidelines, drug administration, and management of these patients in emergency situations, in the home and during emergency medical transport. To enhance student relationships, students will work with other students providing supervised student mentoring arrangements in practical situations. The integration of this approach will further facilitate the need for individualised patient care. Topics in this subject may be interchanged with HFB2103 Paramedic Practice 1 or HFB2100 Paramedic Practice 2.

**Required Reading** To be advised by lecturer. **Subject Hours** Four hours per week for one semester or off-campus equivalent, comprising lectures, practical, tutorials/ discussions and/or workbooks.

**Assessment** Examination (50%); assignment of 2,500 words (20%); tutorial/workbook and/or practical (30%). Normally to obtain a pass in the subject all components of assessment must be passed.

**HFB2205 PARADERMICAL INTERNSHIP**

**Campus** St Albans, Off Campus. **Prerequisite(s)** HFB2100 Paramedic Practice 2; or equivalent. **Co-requisite(s)** HFB2204 Paramedic Practice 3; or equivalent. **Content** This subject is designed to build on past clinical subjects and to place the student into actual paramedic practice. The subject aims to make students aware of the expectations of them in the
campus St Albans, Off Campus.

Prerequisite(s) Nil.

Content This subject challenges students to analyse their present practice by examining the principles of intervention for the acutely ill or injured person. An integral part of this subject will be the development of students' health assessment and practical ability to needed to care for the acutely ill or injured person and apply this to their present practice. The integration of professional issues, physiology, physical science, patient response and pharmacology will be incorporated throughout this subject.

Required Reading To be advised by lecturer.

Subject Hours Thirty nine hours for one semester comprising lectures, tutorials, class discussions and workshops, or equivalent for off campus students. For off campus students a residential school will be offered.

Assessment Semester 1: workbook, 10%; 2-hour examination, 20%; 2000 word essay, 20%. Semester 2: workbook, 10%; 2-hour examination, 20%; 2000 word essay, 20%. Normally to obtain a pass in the subject all components of assessment must be passed.

HFB3101 PROFESSIONAL BASIS OF PARAMEDIC PRACTICE 1

Campus St Albans, Off Campus.

Prerequisite(s) Nil.

Content This subject challenges students to analyse their present practice by examining the principles of intervention for the acutely ill or injured person. An integral part of this subject will be the development of students' health assessment and practical ability to needed to care for the acutely ill or injured person and apply this to their present practice. The integration of professional issues, physiology, physical science, patient response and pharmacology will be incorporated throughout this subject.


Recommended Reading To be advised by subject lecturer.

Subject Hours Thirty nine hours for one semester comprising lectures, tutorials, class discussions and workshops, or equivalent for off campus students. For off campus students a residential school would be offered.

Assessment Workbook (20%); two hour examination (40%); Essay (40%). Normally to obtain a pass in the subject all components of assessment must be passed.

HFB3112 PROFESSIONAL BASIS OF PARAMEDIC
PRACTICE 2

Campus Sunbury, Off Campus.
Prerequisite(s) NIl.
Content This subject challenges students to analyse their present practice by examining the principles of intervention for the acutely ill or injured person. An integral part of this subject will be the development of students’ understanding and application of electrocardiology and pharmacology, and their ability to apply this to their present practice. The integration of professional issues, physiology, physical science, patient response and pharmacology will be incorporated throughout this subject.
Recommended Reading To be advised by the subject lecturer.
Subject Hours Thirty nine hours per semester comprising lectures, tutorials, class discussions and workshops, or equivalent for off campus students. For off campus students a residential component will be offered.
Assessment Workbook (20%); two hour examination (40%); Essay (40%). Normally to obtain a pass in the subject all components of assessment must be passed.

HFB3201 INTEGRATION OF PARAMEDIC PRACTICE

Campus St Albans, Off Campus.
Prerequisite(s) NIl.
Content This subject will allow the student to pursue and further their particular area of professional paramedic practice. This allows students to apply the principles developed in Professional Basis of Paramedic Practice to paramedic practice. Through observation, participation and discussion, paramedics will reflect and develop their current practice.
Recommended Reading To be advised by lecturer.
Subject Hours Up to fifty two hours per semester. Students will attend a professional practice venue and/or laboratory, which may include workshops and tutorials.
Assessment In each semester, a case study and analysis of the student's professional practice and implications of paramedic care, Satisfactory or Unsatisfactory grade. Keep a Reflective Journal analysing the student's professional practice for each week of arranged professional practice. Students own experience will be drawn upon to their current practice.

HFB301 INTEGRATION OF PARAMEDIC PRACTICE 1

Campus Sunbury, Off Campus.
Prerequisite(s) NIl.
Content This subject will allow the student to pursue and further their particular area of professional paramedic practice. This allows students to apply the principles developed in Professional Basis of Paramedic Practice to paramedic practice. Through observation, participation and discussion, paramedics will reflect and develop their current practice.
Recommended Reading To be advised by lecturer.
Subject Hours Up to fifty-two hours per semester. Students will attend a professional practice venue and/or laboratory, which may include workshops and tutorials.
Assessment Case study and analysis of the student's professional practice and implications of paramedic care, Satisfactory or Unsatisfactory grade. Keep a Reflective Journal analysing the student's professional practice for each week of arranged professional practice. Normally to obtain a pass in the subject all components of assessment must be passed.

HFB322 INTEGRATION OF PARAMEDIC PRACTICE 2

Campus Sunbury, Off Campus.
Prerequisite(s) NIl.
Content This subject will allow the student to pursue and further their particular area of professional paramedic practice. This allows students to apply the principles developed in Professional Basis of Paramedic Practice to paramedic practice. Through observation, participation and discussion, paramedics will reflect and develop their current practice.
Subject Hours Fifty-two hours per semester. Students will attend a professional practice venue, which may include workshops and tutorials.
Assessment Case study and analysis of the student's professional practice and implications of paramedic care. Satisfactory or Unsatisfactory grade. Keep a Reflective Journal analysing the student's professional practice for each week of arranged professional practice. Normally to obtain a pass in the subject both components of assessment must be passed.

HFB3301 ISSUES IN PREHOSPITAL HEALTH SERVICE DELIVERY

Campus Sunbury, Off Campus.
Prerequisite(s) Nil.
Content This subject introduces students to a range of key concepts, which influence health service delivery in prehospital practice. Students will relate to their own perspectives and experiences to explore and analyse the role of paramedics in health service delivery.
Required Reading To be advised by lecturer.
Subject Hours Twenty six hours per semester comprising lectures, tutorials, class discussions and workshops, or equivalent for off campus students. For off campus students a residential school will be offered.
Assessment Class/video/web page presentation (10%); workbook (30%); written assignment of 2000 words (60%) for the Bachelor of Health Science - Paramedic (3yr Pre-registration). Workbook (40%); written assignment (60%) for Bachelor of Health Science - Paramedic (1yr Conversion). Normally to obtain a pass in the subject both components of assessment must be passed.

HFB3401 PREHOSPITAL ETHICAL AND LEGAL ISSUES

Campus St Albans, Off Campus.
Prerequisite(s) Nil.
Content This subject enables the student to explore ethical and legal issues and their implications for current and future paramedic practice. Students own experience will be drawn upon to demonstrate and scrutinise their response to common situations that occur in paramedic practice which may cause ethical and legal dilemmas.
Required Reading To be advised by lecturer.
Subject Hours Thirty nine hours per semester comprising lectures, tutorials, class discussions and workshops, or equivalent for off campus students. For off campus students a residential school will be offered.
Assessment Class/video/web page presentation (10%); workbook (30%); assignment of 2000 words (60%) for the Bachelor of Health Science - Paramedic (3yr Pre-registration). Workbook (40%); written assignment (60%) for the Bachelor of Health Science - Paramedic (1yr Conversion). Normally to obtain a pass in the subject both components of assessment must be passed.
HFB3501 RESEARCH IN PARAMEDIC PRACTICE

Campus St Albans, Sunbury, Off Campus.

Prerequisite(s) Nil.

Content This subject investigates major research considerations and focuses on facilitating the students’ ability to critically analyse research reports. Emphasis is placed on the application of research findings to paramedic practice and ways in which application can be facilitated.


Recommended Reading To be advised by lecturer.

Subject Hours Nine hour sessions over one semester comprising lectures including six hour tutorials, or equivalent for off campus students. For off campus students a residential session will be offered.

Assessment Critique of a published research article relevant to the Paramedics practice (40%); written research proposal of 2000 words (60%). Normally to obtain a pass in the subject both components of assessment must be passed.

HFB3600 ADVANCED PARAMEDIC RESUSCITATION

Campus St Albans, Off Campus.

Prerequisite(s) Nil.

Content The subject is designed to allow the student to a specialist understanding of airway management, basic life support and Emergency Intravenous Therapy. This is based upon examination of anatomical and physiological structures of the human airway, cardiovascular system and blood vessels. This subject is designed to introduce the student to advanced airway management of a patient in respiratory and/or cardiac arrest. Fluid resuscitation of a patient in an emergency situation using intravenous fluids and therapy will be investigated. Student will be expected to take part in tutorials and practice on management models. Paediatric and adult techniques of management are included.


Subject Hours Two hours per week for one semester or off campus equivalent consisting of lectures, tutorials, practical sessions and/or workshops. Students will be expected to spend time within a clinical setting to gain real-life experience with advanced airway management.

Assessment Examination: satisfactory/unsatisfactory. Clinical component will be assessed as an ungraded mark. Students will complete a clinical competency log for airway management, cannulation, venepuncture and intravenous therapy. Competency in airway management requires a minimum of three supervised insertions of an oropharyngeal airway, bag valve mask, laryngeal mask and endotracheal tube. The competency for Intravenous care requires a minimum of three supervised cannulations, three supervised venepunctures for blood collection and three supervised preparation of intravenous solutions. Competency will be assessed by an approved medical professional. All components of the subject must be passed.

HFB3700 PARAMEDIC INSTRUCTION AND MENTORING

Campus St Albans, Off Campus.

Prerequisite(s) Nil.

Content The subject will introduce students to the concept of clinical preceptorship, mentoring, instruction and action-based research in a paramedic focused settings. Students will plan and implement a specific activity based on a literature review and participation in professional practice. Students will be assisted to develop skills in, goal and outcomes setting, data collection and interpretation of action research based on their clinical mentoring experience.


Subject Hours Twenty Six hours per semester or off campus equivalent consisting of lectures, tutorials, clinical discussion, clinical observation and/or workbook.

Assessment Essay/assessment (60%); clinical presentation (40%). Normally to obtain a pass in the subject all components of assessment must be passed.

HFB3800 PARAMEDIC PROFESSIONAL WRITING

Campus St Albans, Off Campus.

Prerequisite(s) Nil.

Content The subject will introduce students to the concept of developing a paramedic body of knowledge through professional writing. The student will undertake a task based on professional experience and/or the professional literature and produce a paper(s) of a standard that could be submitted for publication with a professional journal. Students will be assisted to develop these papers using guidelines nominated by the course coordinator from a paramedic or other suitable publication. The subject will finally promote the student's skills in professional writing, data collection and interpretation of the literature, and research and relate it to their clinical practice in a written form.


Subject Hours Twenty Six hours per semester or off campus equivalent consisting of tutorials, clinical discussion, and review of written presentation.

Assessment Two Written presentations of 2500 words (50%) each of one written presentation of 5000 words (100%). Normally to obtain a pass in the subject all components of assessment must be passed.
HFB3900 EMERGENCY MEDICAL SERVICES MANAGEMENT

Campus  St Albans, Off Campus.

Prerequisite(s)  Nil.

Content  This subject examines two areas as they relate to the emergency medical services (EMS); practices and functioning of organisations, and the theories and models of organisational structure, policy and decision making. An emphasis will be on how the individual interacts and impinges on EMS organisational settings and the critical value of structure, policy and decision making to the organisation. Topics to be covered in the first area include: personality, social perception, group dynamics, motivation and management of personal behaviour such as stress management, conflict negotiations and career management strategies. The second area will include: the nature of strategic planning, analysis of environment, planning directions, formulating strategy, implementing strategy, global strategic management and future directions.

Required Reading  To be advised by lecturer.

Subject Hours  Twenty-six hours per semester or off campus equivalent consisting of tutorials, clinical discussion, and review of written presentation.

Assessment  Two written presentations of 2,500 words (50%) each or one written presentation of 5,000 words (100%). Normally to obtain a pass in the subject all components of assessment must be passed.

HFC1001 INTRODUCTION TO COMPUTER MEDIATED ART

Campus  St Albans.

Prerequisite(s)  Nil.

Content  This subject is designed to provide beginning artists with an understanding of the ways that computers can and do affect their lives. Practical experience in applications which directly and indirectly concern artists will be examined. Students will explore Macintosh Operating Systems and PC Operating Systems and related hardware, basic word processing and desktop publishing software, and basic graphic software packages. Database software packages and Zip drive software and hardware will be examined in order for students to manage their beginning image collection. Graphic file formats such as TIFF, PICT, EPS, and JPEG will be dealt with and format conversion software. Lectures will address bit-mapped and object-orientated graphics. CD ROM technology will be explored as well as data compression and storage systems. Students will be encouraged to use the computer as a tool for other subjects and as a tool for personal use. Doodle will be the main art software package used.


Recommended Reading  Wired Magazine.

Subject Hours  Four hours per week for one semester comprising one one-hour lecture and one three-hour workshop.

Assessment  Folio, 50%; class presentation, 25%; Electronic journal, 25%.

HFC1002 INTRODUCTION TO DRAWING AND PAINTING

Campus  St Albans.

Prerequisite(s)  Nil.

Content  This subject consists of the two most basic analogue arts—painting and drawing—and examines the relationships between the two disciplines. The subject will examine elements common to both areas such as types of supports used to draw and paint upon, the different types of media which can be employed, and mark making. Students will use basic and common elements in the visual arts and explore them in making visual art works. In addition to exploring commonalities, this subject will also explore differences unique to each discipline. Drawing will introduce students to traditional approaches to line, mark making, shape, modelling and perspective while painting will focus upon colour, types of paint and methods of application. Lectures will draw upon historical and contemporary examples of drawing and painting, the relationships between art and gender and beginning issues in two dimensional design. Gallery visits will be included in the program as well as lectures by visual artists.


Recommended Reading  Stephenson, J. 1993. The Materials and Techniques of Painting. Thames and Hudson. NY.

Subject Hours  Four hours per week for one semester comprising one one-hour lecture and one three-hour workshop.

Assessment  Folio and support work, 80% visual arts journal, 20%.

HFC1003 COMPUTING FOR ARTISTS

Campus  St Albans.

Prerequisite(s)  HCF1001 Introduction to Computer Mediated Art or equivalent.

Content  This subject builds upon the variety of computing uses available to students but in particular the art making process. Content will focus on distinctions between computer mediated art, image processing, and computer art and will contextualise a variety of software packages within a theoretical framework. Students will continue to employ word processing, basic graphic, spreadsheet, database and desktop publishing software packages, but will begin to engage with a variety of electronic drawing and painting packages in conjunction with hardware such as pressure sensitive digitising tablets. Students will also begin working with digital scanning devices and simple two-dimensional animation will be introduced. This subject addresses the needs of persons who make art using the computer as the primary agent, but does so within an emerging theoretical framework. Painter will be the main software package used.


Recommended Reading  Wired Magazine.

Subject Hours  Four hours per week for one semester comprising one one-hour lecture and three-hour workshop.

Assessment  Folio, 50%; class presentation, 25%; electronic journal, 25%.

HFC1004 LIFE DRAWING AND PAINTING

Campus  St Albans.

Prerequisite(s)  HFC1002 Introduction to Drawing and Painting or equivalent.

Content  This subject will continue to combine the two disciplines of drawing and painting and build upon issues examined in HFC1002 Introduction to Drawing and Painting. The traditional subject of the nude male and female will be used to link both areas. Working from models, students will refine visual skills, techniques and language. Drawing will emphasise the ability to judge proportions, understand the underlying skeletal and muscular structure and the placing of the figure in space. Painting will further structure the nude art work by organising the elements of colour, texture and scale. Lectures will emphasise the relationship between the ability to judge proportions, understand underlying structures, placing objects in space, colour, texture and scale and computer mediated art. Lectures will also address further issues in two dimensional design and begin to discuss colour theory as it relates to the nude and by implication, to computer mediated art. Finally,
lectures will address the issue of observation as a research methodology.


**Subject Hours** Four hours per week for one semester comprising one one-hour lecture and one three-hour workshop.

**Assessment** Folio and support work, 20%; visual arts journal, 20%.

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**HFC1101 VENEPUNCTURE AND CANNULATION (NON AWARD)**

**Campus** St Albans, City Flinders, Off-campus.

**Prerequisite(s)** Nil.

**Content** The subject is designed to review the anatomy and physiology of the cardiovascular system, especially the anatomical location of blood vessels in the neck, upper and lower limbs. Students will undergo practical instruction and then practice venepuncture for blood sample collection and intravenous cannulation.

**Recommended Reading** As per Course Workbook


**Subject Hours** Six hours of lecture, tutorials and practical sessions. The subject is conducted in one six hour session.

**Assessment** Practical examination, pass/fail.

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**HFC1102 EMERGENCY INTRAVENOUS THERAPY (NON AWARD)**

**Campus** St Albans, City Flinders, Off-campus.

**Prerequisite(s)** HFC1101 Venepuncture and Cannulation, or equivalent.

**Content** This subject will introduce the student to the fluid resuscitation of a patient in an emergency situation using intravenous fluids and therapy. Students will be expected to take part in tutorials and practice intravenous management on suitable models.

**Required Reading** As per Course Workbook


**Subject Hours** Seven hours of lecture, tutorials and practical sessions. The subject is conducted as a class room session over two days.

**Assessment** Examination 1 hour, pass/fail.

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**HFC1103 INTEGRATION OF EMERGENCY IV THERAPY (NON AWARD)**

**Campus** St Albans, City Flinders, Off-campus.

**Prerequisite(s)** HFC1102 Venepuncture and Cannulation; HFC1102 Emergency Intravenous Therapy, or equivalent.

**Content** This subject allows students to enter the clinical area and gain competency in venepuncture, intravenous cannulation and intravenous fluid management skills allowing the student to understand the application and apply these skills in a real to life clinical setting.

**Required Reading** As per Course Workbook


**Subject Hours** For a minimum of thirteen hours, the students will attend a clinical setting arranged by the student, to gain experience in the intravenous cannulation, venepuncture, intravenous solution preparation and IV fluid maintenance.

**Assessment** Maintenance of a clinical competency log with competency demonstrated for a minimum of three supervised cannulations, three supervised venepunctures for blood collection and three supervised preparation of intravenous solutions by approved professional. Practical assessment in a clinical placement of two assessed intravenous cannulations. Grade: Pass or Fail.

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**HFC1104 AIRWAY MANAGEMENT (NON AWARD)**

**Campus** St Albans, City Flinders, Off-Campus.

**Prerequisite(s)** Nil.

**Content** The subject is designed to allow the student to engage in an active review of airway management and basic life support based upon examination of anatomical and physiological structures of the human airway.

**Required Reading** As per Course Workbook.


**Subject Hours** Three hours of lecture and anatomical clinical are arranged to flow into HFC1105 Advanced Airway Management. The subject is conducted in one session.

**Assessment** Examination of one hour Grade: pass/fail.

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**HFC1105 ADVANCED AIRWAY MANAGEMENT (NON AWARD)**

**Campus** St Albans, City Flinders,Off-Campus.

**Prerequisite(s)** HFC1104 Airway Management, or equivalent.

**Content** This subject is will introduce the student to advanced airway management of a patient in respiratory and/or cardiac arrest. Students will be expected to take part in tutorials and advanced airway management models. Paediatric and adult techniques of advanced airway management are included.

**Required Reading** As per Course Workbook


**Subject Hours** Ten hours of lecture and practical sessions. The subject is conducted over two days.

**Assessment** Examination of one hour. Grade: pass/fail.
HFC1106 INTEGRATION OFADVANCED AIRWAY MANAGEMENT (NON AWARD)
Campus St Albans, City Flinders, Off-campus.
Prerequisite(s) HFC1105 Advanced Airway Management, or equivalent.
Content This subject allows students to enter the clinical area and gain competency in advanced airway management skills demonstrated and practiced in the classroom setting. Students are expected to arrange this placement.
Required Reading As per Course Workbook
Subject Hours A minimum of thirteen hours of students will attend a clinical setting arranged by the student to gain experience in the advanced management of a patient's airway.
Assessment Maintenance of a clinical competency log with competency demonstrated for a minimum of three endotracheal tube placements. Practical assessment in a clinical placement of a further three endotracheal intubation tube placements. Grade: pass/fail.

HFC1107 FIRST AID LEVEL ONE (NON AWARD)
Campus City Flinders, Off-campus.
Prerequisite(s) Nil.
Content This subject is designed to allow the student to develop a basic understanding and the application of first aid and resuscitation. Students will be able to manage a person with an acute injury or sickness during the first few minutes of an emergency situation.
Required Reading Course Workbook and Material as required.
Subject Hours Six hours of lectures, tutorials and laboratories are arranged to articulate into HFC1108 First Aid Level Two. The subject is conducted in one session.
Assessment Practical examination in basic life support, pass/fail.

HFC1108 FIRST AID LEVEL TWO (NON AWARD)
Campus City Flinders, Off-campus.
Prerequisite(s) Nil.
Content This subject is designed to allow the student to develop a basic understanding of common first aid emergencies and application of emergency first aid and basic life Support that may occur in the home, workplace and community. Students will be able to demonstrate an understanding of occupational health and safety acts and first aid codes of practice.
Required Reading Course Workbook and Material as required.
Subject Hours Twenty four hours of lectures, tutorials and laboratories The subject is conduct via a number of different flexible learning situations.
Assessment One hour written examination, pass/fail; practical examination in basic life support, pass/fail.

HFC1110 CERTIFICATE IN SEMI AUTOMATIC EXTERNAL DEFIBRILLATION (NON AWARD)
Campus City Flinders, Off-campus.
Pre-requisite(s) Nil.
Content This subject is designed to allow the student to develop a basic understanding and the application of the Semi Automatic External Defibrillator in the cardiac arrest situation.
Required Reading Course Workbook and Material as required.
Subject Hours Seven hours of lectures, tutorials and laboratories are arranged. This subject is conducted in one session.
Assessment Practical Demonstration, pass or fail.

HFC1113 SCIENCE OF LIFE SUPPORT (NON AWARD)
Campus St Albans, City Flinders, Off-campus.
Pre-requisite(s) Nil.
Content This subject reviews the student's ability to practice basic life support. The student will review and demonstrate knowledge and skills usually gained in basic paramedic education. The subject will also revisit basic anatomy and physiology, pharmacology, drug administration and clinical practice.
Required Reading As per Course Workbook.
Subject Hours Six hours comprising lectures, tutorials, class discussions and workshops, or equivalent for off campus students.
Assessment Examination may include written, practical and/or oral components. Grade: Pass or Fail. Normally to obtain a pass in this subject all components of assessment must be completed.

HFC1114 ADVANCED LIFE SUPPORT (NON AWARD)
Campus St Albans, City Flinders, Off-campus.
Pre-requisite(s) HFC1113 Science of Life Support, or equivalent.
Content This subject will introduce the fundamentals of Advanced Life Support. Students will be introduced to the diagnosis, procedures, protocols/clinical guidelines, drug administration and application of Advanced Life Support in the paramedic field of practice. The subject will be taught using a paramedic approach to Advanced Life Support and will further develop the present skills of the ambulance paramedic's care of the emergency patient.
Required Reading As per Course Workbook.
Recommended Reading To be advised by lecturer.
Subject Hours Seven hours comprising lectures, tutorials, class discussions and workshops, or equivalent for off campus students.
Assessment Examination may include written, practical and/or oral components. Grade: Pass or Fail. Normally to obtain a pass in this subject all components of assessment must be completed.

HFC1115 INTEGRATION OF LIFE SUPPORT (NON AWARD)
Campus St Albans, City Flinders, Off-campus.
Pre-requisite(s) HFC1113 Science of Life Support, HFC1114 Advanced Life Support, or equivalent.
Content This subject is conducted in the clinical setting to allows students to consolidate their theory and competency practice and gain actual competency in advanced life support skills.
demonstrated and practiced in the classroom setting. Students are expected to arrange this placement.

**Required Reading** As per Course Workbooks.

**Recommended Reading**

**Subject Hours** A minimum of 13 hours in a clinical setting to achieve clinical competency in advanced life support arranged by the student.

**Assessment**
- Practical assessment: Maintenance of a clinical competency log with competency demonstrated for a minimum of three supervised intramuscular injections, three supervised intravenous injections collection, and three chest compressions by approved professional. ECG rhythms and clinical assessment, and administration of S4 and S8 drugs are included in the assessment.

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**HFC1202 CARDIO PULMONARY RESUSCITATION (NON AWARD)**

**Campus** St Albans, Off-campus.

**Prerequisite(s)** Nil.

**Required Reading** "Emergency First Aid" by John Haines.

**Content** The course enables participants to maintain and update their skills when performing Cardiac Pulmonary Resuscitation on a child, adult, and infant as recommended by the Australian Resuscitation Council. (Policy Statement Numbers: 3.2, 3.3, 4.3.5, 4.3.6, 5.2, 5.3.1, 5.4, 6.2.2, 6.3.1, 6.3.3, 7.1, 2.7.1.)

**Recommended Reading**
- **Subject Hours** 4 hours in total.

**Assessment**
- Practical examination in basic life support, pass/fail.

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**HFC1203 PARAMEDIC FOUNDATIONS OF ADVANCED LIFE SUPPORT (NON AWARD)**

**Campus** St Albans, City Flinders, Off-campus.

**Prerequisite(s)**
- HFC1113 Science of Life Support, HFC1114 Advanced Life Support, HFC1115 Integration of Life Support, or equivalent.

**Content**
- This subject is designed to foster students to critically examine the use of Advanced Life Support in the pre-hospital setting. To enhance the student's understanding of Advanced Life Support, the student will undertake further studies in pharmacology and electrocardiology. Through a review of the literature, clinical protocols or guidelines and from personal experience student will assess the effectiveness of Advanced Life Support in the paramedic setting.

**Required Reading** As per Course Workbooks.

**Recommended Reading**
Subject Hours: Thirty nine hours per semester for two semesters comprising lectures, tutorials, class discussions and workshops, or equivalent for off campus students. For off campus students a residential school may be offered.

Assessment: Workbook 20%, 2 hour examination 40%, 2000 word essay (2000 words) 40%. Normally to obtain a pass in this subject all components of assessment must be completed.

HFC204 PARAMEDIC FOUNDATIONS OF INTRAVENOUS THERAPY (NON AWARD)

Campus: St Albans, City Flinders, Off campus.

Prerequisite(s): HFC 1101 Veneupuncture and Cannulation, HFC 1102 Emergency Intravenous Therapy, HFC 1103 Integration of Emergency Intravenous Therapy, or equivalent.

Content: This subject is designed to foster students to critically examine the use of intravenous therapy in the pre-hospital setting. Through a review of the literature, clinical protocols or guidelines and from personal experience student will assess the effectiveness of intravenous therapy in the paramedic setting. Student will analyse actual clinical practice and in the form of a case study analysis, justify the application or non-application of intravenous therapy in time critical patients.


Subject Hours: Students will complete a minimum of fifty two hours in a paramedic practice, either as third persons or on the job in the ambulance clinical setting.

Assessment: One case study (2000 words), a reflective clinical diary analysing at least fifty two hours of actual clinical practice as an ambulance paramedic. Normally to obtain a pass in this subject all components of assessment must be completed.

HFC205 PARAMEDIC FOUNDATIONS OF AIRWAY MANAGEMENT (NON AWARD)

Campus: St Albans, City Flinders, Off campus.

Prerequisite(s): HFC 1105 Advanced Airway Management, or equivalent.

Content: This subject moves the student away from the clinical competency of advanced airway management and focuses the students on the underlining application of advanced airway management in a pre-hospital setting. The student will analyse actual clinical practice and in a case study format, review the literature and justify the application or non-application of advanced airway management in time critical patients.


Subject Hours: Students will complete a minimum of fifty two hours in a paramedic practice, either as third persons or on the job in the ambulance clinical setting.

Assessment: One case study (2000 words), a reflective clinical diary analysing at least fifty two hours of actual clinical practice as an ambulance paramedic. To obtain a pass in this subject all components of assessment must be completed.

HFC202 STILL LIFE DRAWING AND PAINTING

Campus: St Albans

Prerequisite(s): HFC1004 Life Drawing and Painting or equivalent.

Content: Drawing and painting will be linked in this subject through the medium of the still life. Again, students will required to judge proportions, understand underlying structures, place objects in space, colour, texture and scale in relation to compositional outcomes. Students will also be required to demonstrate the ability to control the various drawing and painting media. The still life objects will draw upon the objects of different cultures to generate and develop ideas for making visual art works and to affirm the multicultural nature of the western suburbs. Lectures will address the colour theories of Albers and Itten, and issues of perspective such as one, two and three point perspective drawing which will result in work with convincing depth of field and focus. Lectures will reiterate the relationship between these visual elements and computer mediated art as well the notion of research in the visual arts. Lectures will draw upon the use of colour, perspective and two dimensional design through the study of various historical and contemporary art works.


Subject Hours: Four hours per week for one semester comprising one one-hour lecture and one three-hour workshop.

Assessment: Folio and support work, 80% visual arts journal, 20%.

HFC204 EXPERIMENTAL ART

Campus: St Albans

Prerequisite(s): HFC2002 Still Life Drawing and Painting or equivalent.

Content: This subject combines the three disciplines of drawing, painting and sculpture in order to focus on non-traditional art making. Students explore two dimensional and three dimensional surface and mark making systems outside traditional wet and dry media. Conceptual aspects of visual arts are explored in conjunction with digitally and photographically generated images which draw upon advanced techniques and interpretation. Students will demonstrate processes of critical analysis to support judgements about their work. Lectures will focus on fundamental principles of three dimensional design and analysis of forms in space as well as basic joining techniques. Students will move from the production of finished work intended primarily for display against a flat surface to the concept of installation. The issue of complex compositions which select, combine and manipulate numerous images will be addressed and their relationship to computer mediated art highlighted.


Subject Hours: Four hours per week for one semester comprising one one-hour lecture and one three-hour workshop.

Assessment: Folio and support work, 80% visual arts journal, 20%.

HFC205 INTRODUCTION TO VIDEO ART

Campus: St Albans

Prerequisite(s): HFC1003 Computing for Artists; or equivalent.
Content This course is a studio experience introducing students to basic video and animation concepts and techniques leading to the production of experimental animation and video. Through the creation of digital presentations, this studio experience emphasises visual structure and artistic conceptualisation while examining emerging artistic media and technology. Students will investigate the interrelationships between traditional static art forms and the new technologies of animation and video art.


Subject Hours One hour lecture and a three hour tutorial per week. In addition to this, it is expected that students devote at least three hours self directed hours per week.

Assessment Folio of Photoshop images (25%); animated title sequence and credit sequence (25%); and an animation using After Effects presented as a VHS video (50%).

HFC2006 VIDEO ART

Campus St Albans.

Prerequisite(s) HFC2005 Introduction to Video Art; or equivalent.

Content Through advanced projects involving digital time based media and a variety of visual technologies, students will produce refined artistic statements involving elements of video, digital media, animation and audio. Lectures will focus on advanced conceptual and experimental approaches to video and digital media related to current developments in contemporary art.


Recommended Reading Current web sites on video art which will be made available by the lecturer.

Subject Hours One hour lecture and a three hour tutorial per week. In addition to this, it is expected that students devote at least three hours self directed hours per week.

Assessment Group video project (50%); folio of video artworks (50%).

HFC3001 THE DIGITAL IMAGE

Campus St Albans.

Prerequisite(s) HFC2003 Multimedia for Artists or equivalent.

Content This subject will draw upon all the major art software packages in order for students to develop, implement and complete several projects and related support work for the semester. The projects will also draw upon completed analogue projects students have completed elsewhere with a view to producing a cohesive portfolio of finished work. The finished work will include both static and video displays. Students will be introduced to post production techniques for their computer mediated art when opportunities are provided for students to transfer their finished work to video to produce a CD-ROM. Students will begin developing their own WWW site for their art work. Content will deal with editing styles, computer mediated art aesthetics and cyber culture. Dreamweaver will be used.

Required Reading Benton Foundation http://www.yahoo.com/Society_and_Culture/Organisations/Foundation/ Bento


Subject Hours Four hours per week for one semester comprising one one-hour lecture and one three-hour workshop.

Assessment Folio, 50% class presentation, 25%; electronic journal, 25%.

HFC3005 INSTALLATION ART

Campus St Albans.

Prerequisite(s) HFC2006 Video Art and HFC2004 Experimental Art; or equivalent.

Content This subject locates the students own installation practice within historical and contemporary forms of practice. In particular, it extends the sorts of issues raised in Experimental Art and Video Art in year two and seeks to integrate these forms of studio practice. Installation Art will employ virtual immateriality in order to simulate an exhibition of digital art presented in a public space. This will result in an exhibition presented in 'real time' via video or computer, or net based site specific work.


Subject Hours One hour lecture and a three hour tutorial per week. In addition to this, it is expected that students devote at least three hours self directed hours per week.

Assessment Folio of 3 minor installation works (50%); one major ephemeral installation situated in the university grounds (50%)

HFC4001 HONOURS INDIVIDUAL CREATIVE PROJECT A

Campus St Albans.

Prerequisite(s) Nil.

Content The content of the student's creative output will be outlined in the research proposal submitted by the student prior to admission into the honours course. Individual projects will be further refined through consultation between student and supervisor throughout the semester. In general it is expected that a student's work will be developing toward a professional standard suitable for public exhibition.

Required Reading Supervisors will supply appropriate reading at the beginning of the semester.


Subject Hours Formal contact with a supervisor will be one hour per week. In addition it is expected that the student devote at least 8 self directed hours per week to the project.

Assessment A review panel must be satisfied that the student is making satisfactory progress in his or her practical creative work. Creative work will be submitted as a folio comprising a CD ROM and/or analogue product, depending on the student's particular project. A written progress report will be given to the student and a copy placed on file.

HFC4002 HONOURS INDIVIDUAL CREATIVE PROJECT B

Campus St Albans.

Prerequisite(s) HFC 4001- Honours Individual Creative Project A.

Content This subject builds on work undertaken in HFC4001 Honours Individual Creative Project A. The student will complete
the project in consultation with his/her supervisor. In general it is expected that the student complete a body of creative visual work of a professional standard suitable for public exhibition.

**Required Reading** Supervisors will supply appropriate reading at the beginning of the semester.


**Subject Hours** Formal contact with a supervisor will be one hour per week. In addition it is expected that the student devote at least 8 self-directed hours per week to the project.

**Assessment** The student will submit a completed project to the honours exhibition held at the end of semester. Work will be assessed by a panel composed of at least two academic members of staff including the student's supervisor. A written assessment report will be supplied to the student.

**HHA1229 ANATOMY 1**

Campus City Flinders.

**Prerequisite(s)** Nil.

**Content** The subject aims to introduce the students to basic anatomical concepts and terminology, and to teach the anatomy of the axial and appendicular skeleton. At the completion of the subject students will be able to understand anatomical concepts and terminology and will know the musculoskeletal and neuroanatomy of the named areas. Areas dealt with include the definition of terms, somatic nervous system; anatomy of the back, abdomen and thorax; autonomic nervous system and respiratory muscles; the neck; the upper limb; the pelvis; the lower limb.

**Required Reading** *VUT Anatomy Handbook HHA1229 – VUT Osteopathic Medicine Unit.*


**Subject Hours** Five hours per week for two semesters comprising two hours lectures, one one-hour tutorial/workshop and two hours laboratory sessions or equivalent.

**Assessment** Per semester – Laboratory exam, 50%; written paper, 50%; Weighting – semester 1 = 40%, semester 2 = 60%.

**HHA2249 ANATOMY 2**

Campus City Flinders.

**Prerequisite(s)** HHA1229 Anatomy 1; or equivalent.

**Content** The subject aims to develop and consolidate knowledge acquired in HHA1229 Anatomy 1. To study the embryological development of the systems, visceral anatomy and vascular anatomy. Gross anatomy of the thorax, pelvis, neck and head, including bones, muscles, vessels, nerves and organs. Embryology of the major organs and systems, limbs and musculature. Development of the central nervous system. Histological studies of tissue types.

**Required Reading** Students will use those texts they have purchased for HHA1229 Anatomy 1. Commentary will be provided on the various available texts.

**Recommended Reading** As for HHA1229 Anatomy 1.

**Subject Hours** Two one-hour lectures, two two-hours dissecting time/workshops per week or equivalent for two semesters.

**Assessment** Per semester – practical/ tutorial assessment 5%, combined practical ‘flag race’/oral examination 95%. Students must achieve a pass in each of the disciplines – gross anatomy, histology and embryology in order to pass overall.

**HHA3119 CLINICAL NEUROLOGY**

Campus City Flinders.

**Prerequisite(s)** HHA2249 Anatomy 2, HHP2349 Physiology 2, or equivalent.

**Content** The subject aims to develop an integrated understanding of the development of the nervous system, neuroanatomy and neurophysiology, and neural function. By the end of the subject students will have a comprehensive overview of the embryology and anatomy of the nervous system, its vascular supply, and how the nervous system functions. Contents will include the principles of neuroanatomy and neurophysiology: Development & functional anatomy of the CNS & biology of the neuron. Somatic sensation. Motor function. Brain stem & spinal cord – structures and pathways. Cerebral circulation. Vestibular system. Hearing and sight. The autonomic nervous system. Cerebral cortex and higher brain functions.


**Subject Hours** One three-hour lecture, two one-hour tutorial/workshop, one one-hour lab/workshop or equivalent per week for one semester.

**Assessment** Written exam, 55%; lab exam, 25%; mid-semester test, 10%; applied component assignment & class work, 10%. All components must be passed to complete the subject overall.

**HHA3269 ANATOMY 3**

Campus City Flinders.

**Prerequisite(s)** HHA2249 Anatomy 2, HHP2349 Physiology 2, or equivalent.

**Content** This subject aims to expand on the knowledge gained in HHA1229 and HHA2249 Anatomy 1 and 2, and develop an appreciation of functional, as well as static anatomy. By the end of the subject the students will, in addition to gaining an understanding of functional and relational anatomy, have developed dissecting skills for cadavers. Content will include functional musculoskeletal anatomy. Clinically based learning involving clinical workshops and dissection of cadavers.

**Required Reading** As for HHA1129 Anatomy 1 and HHA2249 Anatomy 2.

**Subject Hours** Four hours per week or equivalent for one semester comprising lab sessions and self-directed study.

**Assessment** Written examination, 50%; practical examination, 50%.

**HHA4174 A & M CLINICAL INTERNSHIP 1**

Campus St Albans.

**Prerequisite(s)** HHR3244 A & M Therapeutic Applications; HHR4114 A & M Clinical Medicine 1; HHR4124 A & M Clinical Medicine 2; HHP3434 Counselling Skills for TCM Practitioners; SBM2820 Introduction to Pharmacology; SBM3563 Pathophysiology 2; HHA3264 Clinical Practice (A&M) 5; or equivalent.

**Content** As interns, under the supervision of approved clinical teachers, students are responsible for the provision of acupuncture and moxibustion, tui na and shi liao therapy. This internship
training is also a preparation for a subsequent placement in an overseas clinical setting in HHA4284 Clinical Internship 2.


**Subject Hours** Ninety one hours for one semester. During the first week students attend three two hour seminars in preparation for commencement of their internship studies and practice. From Week 2 students undertake clinical placement as interns in approved settings.

**Assessment** Requirement 1 Feedback from clinical supervisors, satisfactory/unsatisfactory; Requirement 2 Completion of the required hours of clinical practice, satisfactory/unsatisfactory.

**HHA473 A & M CLINICAL INTERNSHIP 2**

**Campus** St Albans.  
**Prerequisite(s)** HHR4234 A & M Clinical Medicine 3; HHR3234 TCIM Health Enhancement; HHI4224 Professional Issues; HHT4114 Emergency Medicine; HHA4174 A & M Clinical Internship 1; or equivalent.

**Content** During the final semester of the program, students are placed in approved clinical settings in China, for example, in teaching hospitals of the Beijing University of Chinese Medicine and Pharmacology and/or in approved settings in Australia or elsewhere. As interns, under the supervision of approved clinical teachers, students are responsible for the provision of acupuncture and moxibustion, tui na and shi liao therapy.


**Subject Hours** 308 hours or equivalent.

**Assessment** Requirement 1: Feedback from clinical supervisors, satisfactory/unsatisfactory; Requirement 2: Completion of the required hours of clinical practice, satisfactory/unsatisfactory.

**HHC2128 PHARMACY AND CLINICAL PRACTICE (CM) 2**

**Campus** St Albans, City Metropolitan region and other approved clinical settings.

**Prerequisite(s)** HHC 1218 Pharmacy & Clinical Practice (CM) 1; or equivalent.  
**Co-requisite(s)** HHH 2138 Formulas & Strategies; or equivalent.

**Content** During the first week of each semester, students will attend a 2 two hour seminar to re-orientate students to the second level clinical program, to reinforce expectations of them in the clinic; to standardise student ethics and professional behaviour, to review standard operating procedures of the clinical dispensary and the system in use for public consultations, to introduce methods of complex processing of herbs in preparation for continuation of the clinical program. From week three, two hours per fortnight will be allocated to methods of Pao Zhi- clinical modification of retail stock. (practical). For the remaining hours, the students will observe qualified Chinese medicine practitioners in the Health Practice Unit, or up to 50 % of remaining hours in private approved settings and assist dispensing of prescriptions. Practical skills to be developed & assessed: monitoring consultation processes, copying prescriptions, herbal identification, use of scales, accurate dispensing, safe dispensing, application of Pao Zhi, explanation of herbal preparation to clients, storage & handling of herbs, materia medica substitutions.


**Subject Hours** The equivalence of 130 hours over two semesters. Principally, these hours are done concurrently with theory classes.

**Assessment** Pao Zhi practical & oral assessment (20%); practical & oral exam – herbal recognition, following a prescription, safe handling, storage, materia medica substitutions, cautions, contra-indications (50%); satisfactory report from clinical supervisor (30%); completion of required clinical hours. A pass must be gained for each component of the assessment.

**HHC2889 BIOMECHANICS 1**

**Campus** City Flinders.  
**Prerequisite(s)** HHA1229 Anatomy 1; HHP1329 Physiology 1; or equivalent.

**Content** The subject aims to introduce the principles of biomechanics and the terminology used. To introduce students to the measuring equipment used for biomechanics. To study basic biomechanical concepts as applied to particular structures and tissues. By the end of the subject the students should have an understanding of basic joint and tissue mechanics, and should be able to use appropriate lab equipment for measuring purposes.Content will include introduction to equipment used in the Biomechanics Laboratory and rules of use; use of video/joint centres; kinematics – linear and angular; kinetics; centre of gravity; levers, isokinetics, gait; joints (general type, structure and function); mechanics of biological tissue – bone, muscle, ligament, cartilage; EMG.


**Subject Hours** Two hours per week or equivalent for two semesters comprising lectures and laboratory workshop/tutorial sessions.

**Assessment** Mid-year exam (in class time); 20% tests, 20% article synthesis & student presentation, 20%; weekly log reports, 10%; semester two final exam, 30%.

**HHC3164 ADVANCED CLINICAL PRACTICE (CM) 1**

**Campus** St Albans.  
**Prerequisite(s)** HHC2128 Pharmacy & Clinical Practice 2; or equivalent.
Co-requisite(s) HHH3118 Internal Medicine; or equivalent.

Content During the first week of semester, students will attend a 2 two hour seminar to re-orientate students to the third level of the clinical program, to reinforce expectations of them in the clinic; to standardise student ethics and professional behaviour, to review standard operating procedures of the clinical dispensary and system in use for public consultations; in preparation for continuation of the clinical program. The student practitioner is expected to conduct themselves in a professional manner, working under a qualified Chinese Medicine practitioner in the HPU, or up to 50 % of the total hours in other approved settings. Skills required: advanced dispensary work - herb room monitoring, ordering stock in consultation with supervisor, cost appreciation, prescription accounting. As "observer", take own case notes, propose likely diagnosis, herbs, main formula that prescription could be based upon, define treatment principle, concurrently while a qualified practitioner of Chinese Medicine consults or supervises the consultation process. The supervising practitioner oversees the consultation process and guides examination of the outcome. Script writing. Practical skills to be developed & assessed: monitoring consultation processes, ability to report case outcomes, explanation of herbal theory relating to clinical practice, storage & handling of herbs, materia medica substitutions, advanced herbal recognition, ability to work in a team.


Subject Hours Equivalent to 65 hours for one semester. Principally, these hours are done concurrently with theory classes. Assessment Practical case report (30%); prac/oral examination (40%); satisfactory report from clinical supervisor (30%); completion of required clinical hours. A pass must be gained for each component of the assessment.

HHC328 ADVANCED CLINICAL PRACTICE (CM) 2

Campus St Albans.

Prerequisite(s) HHC 3164 Advanced Clinical Practice (CM) 1; or equivalent.

Co-requisites HHH 3118 Internal Medicine; or equivalent.

Content During the first week of semester, students will attend a 2 two hour seminar to re-orientate students to the third level of the clinical program, to reinforce expectations of them in the clinic; to standardise student ethics and professional behaviour, to review standard operating procedures of the clinical dispensary and system in use for public consultations, in preparation for continuation of the clinical program. The student practitioner is expected to conduct themselves in a professional manner, working under a qualified Chinese Medicine practitioner in the HPU, or up to 50 % total hours in other approved settings. Skills required: advanced dispensary work - herb room monitoring, ordering stock in consultation with supervisor, cost appreciation, prescription accounting. Students work in pairs for each consultation. A third year student is paired with a fourth year student. Collaboration for each case will develop thought processes that articulate the diagnostic and prescription construction processes. As "practitioner/observer", continue to take own case notes, propose likely diagnosis, herbs, main formula that prescription could be based upon, define treatment principle, while a qualified practitioner of Chinese Medicine consults or supervises the consultation process. The supervising practitioner oversees the consultation process and guides examination of the outcome. The prescription must be approved by the supervising practitioner as suitable and safe to dispense for each client consulted. Script writing. Practical skills to be developed & assessed: monitoring consultation processes, ability to report case outcomes, explanation of herbal theory relating to clinical practice, storage & handling of herbs, materia medica substitutions, advanced herbal recognition, ability to work in a team.


HHC3829 BIO MECHANICS 2

Campus City Flinders.

Prerequisite(s) HHC2819 Biomechanics 1; or equivalent.

Content The subject aims to expand on the knowledge gained in HHC2819 Biomechanics 1, and to analyse biomechanics of everyday activities and the factors affecting these in both health and injury. By the end of the subject the students should have an understanding of the biomechanics of typical activities and how these may be compromised in the development of injury. Content will include continued development of biomechanical principles; analysis of posture/biomechanics in common everyday life activities; biomechanical factors affecting movement and injury in daily activities; joint range of motion; gait; throwing.


Recommended Reading Individual lecture topics will be advised at beginning of semesters.

Subject Hours Two hours per week or equivalent for two semesters comprising lectures & laboratory workshops/tutorial sessions.

Assessment Semester one exam, 30% weekly work & participation (semester 1), 20%; student presentation, 20%; Major assignment – 3000-4000 words, 30%.
HHC4284 CLINICAL INTERNSHIP (CM) 1

Campus St Albans.

Prerequisite(s) HHC3258 Advanced Clinical Practice (CM) 2, HHH 3118 Internal Medicine; or equivalent.

Co-requisite(s) HHT4114 Emergency Medicine; or equivalent.

Content During the first week of semester, students will attend a 2 hour seminar to re-orientate students to the final level of the clinical program, to reinforce expectations of them in the clinic; to standardise student ethics and professional behaviour, to review standard operating procedures of the clinical dispensary and system in use for public consultations, in preparation for continuation of the clinical program. Students undertake their final year clinical placement as the Intern Practitioner in approved settings. Much of the placement will be undertaken in the on-campus student clinic. This subject must be completed before offshore clinical placements can be approved. The student practitioner is expected to conduct themselves in a professional manner, working under the supervision of a qualified Chinese medicine practitioner. Skills required: as intern practitioner, take all case notes, define diagnosis, herbs and main formulas that the prescription could be based upon, define treatment principles. The intern practitioners work independently and assume full responsibility for the conduct of each consultation, and production of a final prescription. The supervising practitioner is researched as required. Prescriptions must be approved by the supervising practitioner as suitable and safe to dispense for each client consulted, before being processed in the dispensary.


Subject Hours Equivalent to 200 hours for one semester, the majority in the clinical setting, including 4 hours per week case conferences, or equivalence. Principally, these hours are done concurrently with theory classes.

Assessment Practical case report/s (30%); final dispensary practical examination (10%); final practical/oral (30%); satisfactory reports from clinical supervisors – HPU & case conferences (30%); completion of required clinical hours. A pass must be gained for each component of the assessment.

HHD729 PROFESSIONAL ETHICS

Campus City Flinders.

Prerequisite(s) Nil.

Content The subject aims to acquaint students with the legal and ethical requirements of osteopathic practice, and to place osteopathy in its context in the overall healthcare system. The students will be aware of the legal and ethical requirements of osteopathic practice, and will have an understanding of how osteopathy integrates with the public healthcare system. Content will include: Definitions of the Law. Professional associations & the norms of conduct expected by the Professional Bodies – the Registration Boards and the AOA – and by colleagues in the Osteopathic profession and allied professions. Communication with other practitioners. Compensation for services given. Public health laws and the place of osteopathy within public health policy. Physician/patient relationships including confidences and consent. Cultural, religious and sexual issues in treatment. Groups with special needs. Workers compensation. TAC etc. Business ethics and professional practice. Advertising of services.


Subject Hours One hour per week for one semester comprising one one-hour lecture/workshop.

Assessment Assignment (2000 words), 100%.
HHD2749 CLINICAL DIAGNOSIS AND MANAGEMENT 1

Campus City Flinders.
Prerequisite(s) HHO1529 Osteopathic Science 1; HHA1229 Anatomy 1; HHP1329 Physiology 1; or equivalent.
Content The subject introduces students to the fundamentals of history taking and medical physical examination of the major systems. The students will develop skills in case history taking, and to be able to carry out routine screening examinations of the major systems using common equipment. Additional aims are: To introduce the fundamentals of case history taking. To familiarise the student with the normal vital signs and how these may vary in common pathological states. To develop the essential skills required to conduct a basic examination of the following organs, structures and functions: mental status, skin, head and neck, eye and ear, pulmonary system, heart, peripheral vascular system, cranial nerves, abdomen, peripheral nervous system, musculoskeletal system. To develop expertise in the use of equipment employed in clinical examinations, incl. Stethoscope, otoscope, ophthalmoscope, reflex hammer, tuning fork, sphygmomanometer.
Subject Hours One one-hour lecture; one one-hour tutorial/practical workshop or equivalent for one semester.
Assessment Practical/viva voce, 100%.

HHD3000 HEALTH SCIENCE 1

Campus St Albans or City King.
Prerequisite(s) Nil.
Co-requisite(s) HHD3110 Dermal Techniques 1; or equivalent.
Content The subject will introduce students to theoretical aspects of anatomy, physiology, patho-physiology, microbiology, immunology, chemistry and cosmetic dermatology, relevant to the practice of Dermal Therapy. The subject will provide important underpinning knowledge that students will require in their practical applications throughout the Degree program. Knowledge to be developed will include: wound rehabilitation, skin and deeper tissue physiology, inflammatory response and associated damage, identification and biochemistry of micro-organisms, allergic response inflammation, composition of cosmetics and the range of aesthetic-based skin diseases that can be dealt with by the Dermal Therapist.
Subject Hours Six contact hours per week for one semester comprising lectures, tutorials and laboratory.
Assessment Reading exercises, 20%; research assignment (1500 words), 20%; final examination, 60%. Students must satisfactorily complete each component of the assessment in order to gain a pass in the subject.

HHD3100 CLINICAL PRACTICE 1

Campus St Albans, City King
Prerequisite(s) HHD3110 Dermal Techniques 1, HHD3300 Health Science 1; or equivalent.
Content In this subject, students will be introduced to theoretical aspects of specific medical and therapeutic procedures. Medical and aesthetic reasons for a range of approaches will be outlined. Students will observe a representative range of face and body procedures related to the focus lectures. In addition, students will develop practical theatre and sterile techniques including dressings, personal preparation for theatre and setting up for minor cosmetic procedures related to the focus lectures. In addition, students will develop practical theatre and sterile techniques including dressings, personal preparation for theatre and setting up for minor cosmetic and aesthetic procedures. Follow up of clients/patients will occur through tutorials.
Subject Hours Four hours per week for one semester comprising lectures, tutorials and laboratory.
Assessment Class exercises, 20%; case study assignment (2000 words), 30%; final examination, 50%. Students must satisfactorily complete each component of the assessment in order to gain a pass in the subject.
HHD3102 RESEARCH PERSPECTIVES AND PRACTICES

Campus City King or St. Albans.
Prerequisite(s) Nil.
Co-requisite(s) HHD3220 Dermal Techniques 2, HHD3002 Health Science 2, or equivalent.
Content This subject provides an introductory research focus for health care professionals with an emphasis on quantitative and qualitative paradigms. A primary aim of this introductory research subject will be to facilitate the students' ability to critically analyse and evaluate selected research literature relating to health sciences with particular reference to the safe practice of applied dermal therapies.
Assessment Class presentation, 20%; research assignment (1500 words), 30%; final examination, 50%. Students must satisfactorily complete each component of the assessment in order to gain a pass in the subject.

HHD3103 NUTRITION FOR HEALTH AND WELL-BEING

Campus City King, St. Albans.
Prerequisite(s) Students must have satisfactorily completed the first two semesters of coursework for the degree Bachelor of Health Science – Applied Dermal Therapies; or equivalent.
Content The aim of this subject is to build upon student's knowledge of nutrition as presented in the Diploma program and consolidated through “work experience”. In this subject students will further their understanding of the role of various vitamins/minerals, food groups and nutritional supplements in healing and well-being. Students will also study the beneficial and deleterious effects of various diets on skin health and the relationship of nutrition and eating patterns to conditions such as anorexia, bulimia and obesity. Attention will be given to factors which promote nutritional well-being, conditions in which it is appropriate to provide nutritional advice to clients and the identification of situations in which it is necessary to refer clients to specialist health practitioners.
Subject Hours The equivalent of two hours per week for one semester comprising lectures and tutorials.
Assessment One two hour examination, 60%. One written assignment (1500 words), 40%. Students must satisfactorily complete each component of the assessment in order to gain a pass in the subject.

HHD3104 GRADUATING SEMINAR

Campus City King or St. Albans.
Prerequisite(s) Students must have satisfactorily completed the first two semesters of coursework for the degree Bachelor of Health Science – Clinical Dermal Therapy; or equivalent.
Content Graduating Seminar is an integrating subject for the course and has been designed to provide students with a framework to link the main elements of the course. The subject enables students to enhance their critical thinking and integration of knowledge. Particular emphases will be given to 1) ethical and legal issues and dilemmas confronting clinical therapies and 2) networking with medical practitioners and other health professionals including referrals and approaches to establishing effective and safe working relationships.
Required Reading Covey, S. 1990. The 7 habits of highly effective people. New York: Simon and Schuster.
Subject Hours Three hours per week for one semester comprising two hours of lectures and one hour seminar.

ASSessment SYNDICATE SEMINAR, 25%; CLASS EXERCISES, 25%; FINAL EXAMINATION, 50%. STUDENTS MUST SATISFACTORILY COMPLETE EACH COMPONENT OF THE ASSESSMENT IN ORDER TO GAIN A PASS IN THE SUBJECT.

HHD3110 DERMAL TECHNIQUES 1

Campus St Albans or City King.
Prerequisite(s) Nil.
Co-requisite(s) HHD3000 Health Science 1; or equivalent.
Content The subject will enhance student's knowledge and practice of advanced manual and machine dermal therapies. The theoretical basis of these therapies will be investigated and recommended regimes established. Skills will be developed in the application of advanced massages and electrical equipment techniques appropriate to the needs of the client/patient. In addition, this subject will introduce the concepts of treatment sequencing, planning and reappraisals.
Subject Hours Three hours per week for one semester comprising lectures, tutorials and laboratory.
Assessment Tutorial paper (1500 words), 25%; final examination, 25%; assessment of practical techniques, 50%. Students must satisfactorily complete each component of the assessment in order to gain a pass in the subject.
HHD3200 CLINICAL PRACTICE 2

Campus City King, St Albans.
Prerequisite(s) HHD3100 Clinical Practice 1; or equivalent.
Content This subject builds on techniques covered in HHD3100 Dermal Techniques 1; or equivalent. Students will undertake a number of case studies based on treatment planning, skin analysis, acne management, scar management and ageing skin management. They will apply a range of techniques and treatment regimes to affect successful outcomes for the client. Students will be expected to consider the psychological and physiological needs of the client. Skills in professional interaction with the client, the treating practitioner and other therapists will be developed. In addition, students will work with a specialised practitioner as a mentor to support this arrangement.


Subject Hours Three hours per week for one semester comprising lectures, tutorials and laboratory.

Assessment Practical assessment, 50%; assignment (2000words), 30%; final examination, 20%. Students must satisfactorily complete each component of the assessment in order to gain a pass in the subject.

HHD3759 CLINICAL DIAGNOSIS AND MANAGEMENT 2

Campus City Flinders.
Prerequisite(s) HHD2749 Clinical Diagnosis and Management 1; or equivalent.
Content The subject aims to develop the skills required to carry out an orthopaedic assessment of the musculoskeletal system, and to carry out a detailed neurological examination. Interpretation of laboratory tests for these systems will also be covered. By the end of the subject the students should be able to examine the musculoskeletal and neurological systems in detail, recognise signs of pathology, and arrive at a list of possible differential diagnoses consistent with their findings. Subject also aims to further the student's ability to examine each joint of the body in detail. To explore the clinical presentation of conditions of the musculoskeletal system. To develop the student's ability to consider the possible differential diagnosis in musculoskeletal conditions. To introduce the student to the common laboratory tests, radiological and special investigations employed to aid in the diagnosis of conditions of the musculoskeletal system. Semester 2 - To further the student's ability to examine the neurological system of the body in detail. To explore the clinical presentation of conditions of the neurological system. To develop the student's ability to consider the possible differential diagnosis in neurological conditions. To introduce the student to the common laboratory tests, radiological and special investigations employed to aid in the diagnosis of conditions of the neurological system. Semester 1 - To introduce the student to the common laboratory tests, radiological and special investigations employed to aid in the diagnosis of conditions of the neurological system.


Subject Hours One one-hour lecture, one one-hour tutorial/practical workshop or equivalent for two semesters.

Assessment Note: The student's mark at the end of Semester 1 will be added to their mark for Semester 2. The aggregate mark will be the final mark for the subject. Semester 1 (written) examination, 30%; practical/viva voce, 20%. Semester 2 (written) examination, 30%; practical/viva voce, 20%. Final mark for Clinical Diagnosis & Management 2, 100%.

H H D 3300 DERMAL TECHNIQUES 3

Campus St Albans or City King.
Prerequisite(s) HHD3200 Dermal Techniques 2; or equivalent.
Content This subject builds on techniques covered in HHD3310 and HHD3200 Dermal Techniques 1 and 2 by further developing treatment planning and sequencing as part of case management. This will occur through the ongoing evaluation of treatments in progress and final evaluation of completed treatments. Practical application of advanced dermal treatment techniques will be undertaken through case management in close conjunction with HHD3200 Clinical Practice 2, focusing on specific techniques used to support the clinical procedures. Students will be expected to work with a specialised practitioner as a mentor to support this arrangement.


Subject Hours Three hours per week for one semester comprising lectures, tutorials and laboratory.

Assessment Presentation of case studies, 60%; final exam, 40%. Students must satisfactorily complete each component of the assessment in order to gain a pass in the subject.

HHD3310 DERMAL TECHNIQUES 2

Campus St Albans or City King.
Prerequisite(s) HHD3110 Dermal Techniques 1; or equivalent.
Content This subject will build on the knowledge and techniques covered in Dermal Techniques 1. Students will undertake a number of case studies based on treatment planning, skin analysis, acne management, scar management and ageing skin management. They will apply a range of techniques and treatment regimes to affect successful outcomes for the client. Students will be expected to consider the psychological and physiological needs of the client. Skills in professional interaction with the client, the treating practitioner and other therapists will be developed. In addition, students will work with a specialised practitioner as a mentor to support this arrangement.


Subject Hours Four hours per week for one semester.

Assessment Presentation of case studies, 60%; final exam, 40%. Students must satisfactorily complete each component of the assessment in order to gain a pass in the subject.

HHD2749 CLINICAL DIAGNOSIS AND MANAGEMENT 1

Campus City Flinders.
Prerequisite(s) HHD2749 Clinical Diagnosis and Management 1; or equivalent.
Content The subject aims to develop the skills required to carry out an orthopaedic assessment of the musculoskeletal system, and to carry out a detailed neurological examination. Interpretation of laboratory tests for these systems will also be covered. By the end of the subject the students should be able to examine the musculoskeletal and neurological systems in detail, recognise signs of pathology, and arrive at a list of possible differential diagnoses consistent with their findings. Subject also aims to further the student's ability to examine each joint of the body in detail. To explore the clinical presentation of conditions of the musculoskeletal system. To develop the student's ability to consider the possible differential diagnosis in musculoskeletal conditions. To introduce the student to the common laboratory tests, radiological and special investigations employed to aid in the diagnosis of conditions of the musculoskeletal system. Semester 2 - To further the student's ability to examine the neurological system of the body in detail. To explore the clinical presentation of conditions of the neurological system. To develop the student's ability to consider the possible differential diagnosis in neurological conditions. To introduce the student to the common laboratory tests, radiological and special investigations employed to aid in the diagnosis of conditions of the neurological system.


Subject Hours One one-hour lecture, one one-hour tutorial/practical workshop or equivalent for two semesters.

Assessment Note: The student's mark at the end of Semester 1 will be added to their mark for Semester 2. The aggregate mark will be the final mark for the subject. Semester 1 (written) examination, 30%; practical/viva voce, 20%. Semester 2 (written) examination, 30%; practical/viva voce, 20%. Final mark for Clinical Diagnosis & Management 2, 100%.

HHD113 FOUNDATION STUDIES (1)

COMMUNICATION SKILLS

Campus St Albans.

Note:

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Prerequisite(s) Nil.

Content This subject will extend the students' understanding of factors influencing communication in a variety of settings (workplace), especially as these factors relate to the interpersonal, group and organisational contexts for communication. Individual awareness; non-verbal communication; interpersonal communication; interviewing/counselling; group development; unconscious processes in group behaviour; inter/intra-group characteristics; facilitating groups, exchange and equilibrium in group behaviour; organisational communication; cross-cultural communication; conflict/conflict management 1; conflict/conflict management 2; mass media and communication; leadership.

Required Reading To be advised by lecturer.

Subject Hours Three hours per week, comprising lectures and seminar discussion.

Assessment Minor assignment journal, satisfactory/unsatisfactory; major assignment, 100%. Students must pass all components of the assessment in order to gain a pass in this subject.

HHF1133 FOUNDATION STUDIES (2) ISSUES AND TRENDS IN HEALTH

Campus St Albans.

Prerequisite(s) Nil.

Content Origins and development of the Australian health care system. The development of 19th century tradition of charity to the present ‘mixed economy’ health care system, the concept of policy; the stages involved in policy development, stakeholders in policy development and implementation, the structure of Australian health care services, political parties and their health care policies.

Required Reading To be advised by lecturer.

Subject Hours Three hours per week for one semester.

Assessment Seminar presentation and written submission, 30%; assignment, 70%.

HHF1133 FOUNDATION STUDIES (3) KNOWLEDGE AND NURSING KNOWLEDGE

Campus St Albans.

Prerequisite(s) Nil.

Content This subject is designed to encourage students to examine critically some of the theories and ideologies that influence the development of the various kinds of knowledge, including nursing knowledge. This will include an examination of a number of significant theories about human nature – Christianity, Existentialism, Freud, Lorenz, Plato, Skinner and some oppositional theories and challenges from Feminist, non-Western and other ‘marginalised’ areas. Further, a number of concepts found in the history and philosophy of science will be considered – Newtonian thought, Kuhn and paradigms, and the bio-medical model as the conceptual foundation of modern medicine. Feminist ways of knowing and an analysis of the Relationship between knowledge and social and cultural factors, including theories of discourse and power will be offered. The subject also aims to enable students to generate and apply nursing knowledge through a process of theory analysis and development. In particular, a number of nursing theories and models, for example, those of King, Orem, Levine, Leininger, Rogers, will be analysed and the number of nursing theories and models, for example, those of King, Orem, Levine, Leininger, Rogers, will be analysed and the process of theory analysis and development. In particular, a number of nursing theories and models, for example, those of King, Orem, Levine, Leininger, Rogers, will be analysed and the potential for nursing innovation explored.

Required Reading To be advised by lecturer.

Subject Hours Three hours a week for one semester, comprising lectures, tutorials, and informal discussion/study workshops.

Assessment Tutorial paper and presentation, 50%; essay, 50%.

HHG525 THEORETICAL FOUNDATIONS OF HEALING

Campus City Flinders, St Albans.

Prerequisite(s) Nil.

Co-requisite(s) HHG5115 Philosophical Concepts of Healing; or equivalent.

Content This subject provides a theoretical foundation for the study of a range of approaches to health and healing examined during the course. Students will critically appraise the increasing body of literature and research related to the environmental, social, psychological and spiritual dimensions of health and illness. The subject provides a framework that unifies the diverse approaches to healing. The principles informing the understanding of innate healing tendencies and the interconnection of mind and body are studied.

Required Reading To be advised by lecturer.

HHH0200 HISTORICAL CONTEXT OF CHINESE MEDICAL SCIENCE

Campus St Albans.
Prerequisite(s) HHH2154 Chinese Medical Pathology and Diagnosis 2; or equivalent.

Content Outline of Chinese history from ancient times to present; history of TCM development: Prehistoric medical legends; early practices - Spiritual/medical practises; early Developments of Chinese Philosophy: Overview Philosophical Schools; early books on medical theory; the development of Pharmacology; overview of medicine from the Warring States to the Han period; the growth of Chinese medicine through the Jin to Tang dynasties; further development and broadening of Chinese medicine areas through the Song and Yuan dynasties; standard patterns and treatments; pre-modern developments in theory and practice of Chinese Medicine from the Warring States to the Han period; the growth of Chinese medicine through the Jin to Tang dynasties; further development and broadening of Chinese medicine areas through the Song and Yuan dynasties; standard patterns and treatments; pre-modern developments in theory and practice of Chinese Medicine through the Ming and Qing Dynasties; the last century of Chinese medicine; brief history of TCM outside of China and Australia.


Subject Hours The equivalence of 5 hours per week comprising lectures, tutorials, self managed learning or equivalent learning activity.

Assessment Essay (30%); two examinations (35% each). A pass must be gained for each component of the assessment.

HHH2138 FORMULAS AND STRATEGIES

Campus St Albans.
Prerequisite(s) HHH1214 Chinese Medical Pathology and Diagnosis 2; HHH1214 Chinese Pharmacopea 2; or equivalent.

Co-requisite(s) SBM2560 Botanical Pharmacuetics; HHH2124 Pharmacy and Clinical Practice (CM) 2; or equivalent.

Content The Traditional formulary methods: formulas and treatment methods, the categories of formulas, the composition and changes of formulas, the types of formulas, usage of formulas. The categories of the Traditional Formulary: external dispersing, downward evacuating, arnal warming, restraining essence, shen calming, orifice opening, wind managing, dryness managing, qi regulating, blood regulating, damp dispensing, phlegm dispensing, reducing, parasite expelling, emetics. For each formula studied the relationship of traditional formulas to treatment strategies and pathophysiology of presentation, the relationships between the traditional pharmacopoea and the design of the formula, and modifications of formulas will be explored. Script writing using Chinese characters will expand the base knowledge of formula study.

Required Reading To be advised by lecturer.


Subject Hours Nine hours per week for two semesters comprising lectures and tutorials or equivalent.

Assessment One assignment, 20%; four examinations, 80%. A pass must be gained for each component of the assessment.

HHH2140 CHINESE MASSAGE

Campus St Albans.
Prerequisite(s) HHH1254 Chinese Medical Pathology & Diagnosis 1; or equivalent.

Content Client (student) care (privacy; robing/covering; respect for the patient; sensitivity); contra-indications for Tui Na therapy; adult & paediatric Tui Na techniques. Consolidation of Channel pathways, point location & functions of major points used in Tui Na practice. Introduction to Cupping & Moxibustion theory & practice. Selected supplementary materia medica & formulae.


**Subject Hours** Equivalent of 5 hours a week for one semester, comprising lectures, workshops/seminars, self-managed learning, or equivalent learning activity.

**Assessment** Tui Na practical and oral assessments (35% each); cupping and moxibustion practical/oral exam (30%). A pass must be gained for each component of the assessment.

**HHH2154 Chinese Medical Pathology and Diagnosis 2**

**Campus** St Albans.

**Prerequisite(s)** HHH1154 Chinese Medical Pathology and Diagnosis 1; or equivalent.

**Content** Advanced Physiology & Pathogenesis. Further development of four examinations, including palpation of channels, points & Hara diagnosis. Advanced detail of the Differential Diagnostic process. Disease aetiology illness, Jing luo syndromes, Zang-fu mixed - syndromes, Febrile disease differentiation - six channels complicated patterns, Wen Bing detail combining Zang Fu, San Jiao & Latent diseases, examination of tongue, skin, & teeth; Diagnosis and case histories, Individual symptom differentiation. Character writing and pronunciation of Chinese Medical terminology will be further developed, and materia medica will be consolidated further in relation to diagnostic outcomes.


**Subject Hours** The equivalence of 6.5 hours a week for one semester comprising lectures, tutorials, workshops, self-managed learning or equivalent learning activity.

**Assessment** One assignment of 1200 words (25%); one progressive test (20%); one final examination (35%); and one practical/oral assessment (20%).

**HHH304 Major Classics - Nei Jing**

**Campus** St Albans.

**Prerequisite(s)** HHH2234 Historical Context of Chinese Medical Science; or equivalent.

**Content** Historical context of the Nei Jing; key TCM Theories and Concepts; Yin and Yang; the Five Phases; Heaven, Earth and Humanity; the Law of Universe; Mind, Body and Spirit; superior Doctor and inferior Doctor; life enhancement; treatment principles; classical clinical skills; TCM aetiology and pathology; Daoism; diagnostic skills and general treatment principles; clinical applications.


**HHH318 Internal Medicine**

**Campus** St Albans.

**Prerequisite(s)** HHH2138 Formulas & Strategies; or equivalent.

**Content** The major classic Jin Gui Yao Lue will be resourced concurrently throughout the lecture series. The traditional classifications and treatment of illnesses - gan mao, ke sou, fei wei, fei yong, xiao zheng, chuan zheng, fei zheng, fei lao, tan yin, zi han, dao han, xue zheng, jing ji, zheng chong, xiong, bi, xian zheng, wei tong, ye ge; ou tu, e ni, xie xie, li ji, huo kuan, fu tong, bian bi, zhu chong, sie tong, huang dan, ji ju, gu zhong, tou tong, xuan yun, zhong feng, jing bing, ying fu, nui jie, shui zhong, lin zheng, nei shang fa re, xu lao, ben tun qj, bu mei, dao mei, jian wang, jie zheng, yu zheng, dian kuan. Character writing and pronunciation of Chinese Medical terminology will be developed further.


**Subject Hours** Equivalent to 8 hours per week for 1 semester consisting of 3 x 1.5 hrs lectures/self-managed learning, one 1.5 hrs tutorial and one 2 hrs workshop or equivalent. Then the equivalent of 6.5 hrs per week for one semester comprising 2 x 1.5 hrs lectures/self-managed learning, one 1.5 hrs tutorial and one 2 hrs workshop or equivalent learning activity.

**Assessment** One assignment up to 1200 words (10%); three theory tests (45%); two practical exams (20%); one final exam (25%). A pass must be gained for each component of the assessment.

**HHH324 Major Classics - Shang Han**

**Campus** St Albans.

**Prerequisite(s)** HHC3164 Advanced Clinical Practice 1; or equivalent.

**Content** The difference between Shang Han and Wen Bing; Zhang Zhong Jing & Historical development, meaning of Shang Han and Six Channels; the 3 Yang patterns; the 3 Yin patterns; complications of 6 Channels; applications of Shang Han Lun formulae; concept of Bian Zheng Lun Zhi.


HHH414 MAJOR CLASSICS - WEN BING

Campus St Albans.

Prerequisite(s) HHH3164 Advanced Clinical Practice 2, or equivalent.


Subject Hours Equivalent to 2 hours per week comprising lectures, tutorials, self managed learning or equivalent learning activity.

Assessment Essay of 1500- 2000 words (40%); theory exam (60%). A pass must be gained for each component of the assessment.

HHH4154 CHINESE MEDICAL DERMATOLOGY

Campus St Albans.

Prerequisite(s) HHH3118 Internal Medicine; or equivalent.

Content The Characteristics of TCM Dermatology; TCM aetiology; diagnostics for dermatological conditions; general treatment principles; clinical application.


Subject Hours Equivalent to 2 hours per week for one semester, comprising lectures, tutorials or equivalent learning activity. 

AssessmentEssay of 800 -1200 words (45%); theory examination (55%).

HHH4164 CHINESE MEDICAL GYNAECOLOGY

Campus St Albans.

Prerequisite(s) HHH3118 Internal Medicine; or equivalent.


Subject Hours Equivalent to 3.5 hours a week for one semester comprising lectures, tutorials, self managed learning or equivalent learning activity.

Assessment Essay of 800-1000 words (45%); theory examination (55%).

HHH424 CHINESE MEDICAL PAEDIATRICS

Campus St Albans.

Prerequisite(s) HHH3118 Internal Medicine; or equivalent.

Content History of TCM Paediatrics; TCM aetiology and pathology; children's growth and development; nutrition, infant feeding and health care; diagnostics and general treatment principles; clinical application.


Subject Hours Equivalent to 2.5 hours per week for one semester, comprising lectures, tutorials or equivalent learning activity.

Assessment Written assignment of 800-1200 words (30%); theory exam (40%); case exam (30 %). A pass must be gained for each component of the assessment.

HHH4234 SCHOOLS OF THOUGHT IN TCM

Campus St Albans.

Prerequisite(s) HHC4184 Clinical Internship (CM) 1; or equivalent.

Content The emphasis of this subject is to look at the practical ways in which Classical Schools of Thought have influenced the
practice of Internal Medicine: Cold Injury School, He Jian School, Yi Shi School, Pathogen attacking School, Dan Xi School, Warming and Releasing School, Warm Disease School, and Blood Stasis School etc. Some other expertise such as Wu Shi's External Medicine and Geng Shiyi's Wu Ke will also be introduced.


**Subject Hours** Equivalent to approximately 4 hours a week for one semester, comprising lectures, tutorials or equivalent learning activity.

**Assessment** Essay of 800-1200 words (45%); theory exam (55%). A pass must be gained for each component of the assessment.

**HHI2001 ADVANCED FORMULAS AND STRATEGIES**

**Campus** St Albans.

**Prerequisite(s)** HHT1007 Chinese Pharmacopea; HHT1005 Chinese Medical Diagnosis and Pathogenesis; or equivalent.

**Co-requisite(s)** HHT2001 Fundamental Herbal Formulas; HHT2003 Chinese Medical Diagnosis and Pathogenesis 2; SMB2575 Phytopharmaceutics; or equivalent.

**Content** Additional major formulas, including modifications, scheduled herbs and supplementary Pharmacopea studies; Historical development of formula studies; The Traditional Formulary methods; formulas and treatment methods; the categories of formulas; the composition and changes of formulae, the types of formulae; usage of formulas. The categories of the Traditional Formulary (external dispersing, downward evacuating, internal warming, restraining essence, Shen calming, orifice opening, wind managing, dryness managing, Qi regulating, blood regulating, damp expelling, phlegm expelling, reducing food stagnation, parasite expelling). For each formula studied students will explore the relationship of traditional formulas to treatment strategies and pathophysiology of presentation, the relationships between the traditional pharmacopea and the design of the formula and modifications of formulas. Script writing using Chinese characters will expand the base knowledge of formula study.


**Subject Hours** The equivalent of 3 hours a week for two semesters comprising lectures, seminars and self managed learning.

**Assessment** Essay of 4000-5000 words (60%); theory exam (40%). A pass must be gained for each component of assessment.

**HHI2002 PHARMACY AND CLINICAL PRACTICE 1**

**Campus** St Albans.

**Prerequisite(s)** HHT1008 Introduction to Clinical Practice; HHT1005 Introduction to Chinese Medical Diagnosis and Pathogenesis 1; or equivalent.

**Co-requisite(s)** HHT2001 Advanced Formulas and Strategies; or equivalent.

**Content** During the first week of each semester, students will attend a 2 hour seminar to orientate students to the second level clinical program, to reinforce expectations of them in the clinic; to standardize student ethics and professional behavior, to review standard operating procedures of the clinical dispensary and system in use for public consultations, to introduce methods of complex processing of herbs in preparation for continuation of the clinical program. From week three, two hours per fortnight will be allocated to methods of Pao Zhi clinical modification of retail stock. (practical). For the remaining hours, the students will observe qualified Chinese medicine practitioners in the Health Practice Unit, (or up to 50 % of remaining hours in private approved settings) and assist in the dispensing of prescriptions. Practical skills to be developed and assessed include: - the monitoring consultation processes, copying prescriptions, herbal identification, use of scales, accurate dispensing, safe dispensing, application of Pao Zhi, explanation of herbal preparation to clients, storage and handling of herbs, materia medica substitutions.


**Subject Hours** The equivalent of 52 hours for one semester.

**Assessment** Pao Zhi practical and oral assessment (20%); practical and oral exam (50%); herbal recognition, following a prescription, safe hygienic handling, storage, materia medica substitutions, cautions, contra-indications. Satisfactory report from the clinical supervisor (30%); completion of required clinical hours. A pass must be gained for each component of the assessment.
**HHI2004 PHARMACY AND CLINICAL PRACTICE 2**

**Campus** St Albans.

**Prerequisite(s)** HHI2002 Pharmacy and Clinical Practice 1; HHT1007 Chinese Pharmacopeia; HHT2003 Chinese Medical Diagnosis and Pathogenesis 2; or equivalent.

**Co-requisite(s)** HHI2001 Advanced formulas and strategies; or equivalent.

**Content** During the first week of each semester, students will attend a one two hour orientation, to orientate students to this second level of clinical program; revisit expectations of students in the clinic; student ethics and professional behavior; review of standard operating procedures in the clinical dispensary and system in use for public consultations; introduction of methods of complex processing of herbs in preparation for continuation of the clinical program. Pao Zhi begins week one - theory alternating with practical on a weekly basis, two hours per fortnight will be allocated to methods of Pao Zhi clinical modification of retail stock. Practical. For the remaining hours, the students will observe qualified Chinese medicine practitioners in the Health Practice Unit (or up to 50 % of remaining hours in private approved settings) and assist dispensing of prescriptions. Practical skills to be developed and assessed: monitoring consultation processes, copying prescriptions, herbal identification, use of scales, accurate dispensing, safe dispensing, application of Pao Zhi, explanation of herbal preparation to clients, storage and handling of herbs, materia medica substitutions, Tui Na, Moxabustion and other CM therapeutic skills.

**Required Reading**

**Subject Hours** The equivalent of 52 hours for one semester.

**Assessment** Pao Zhi practical & oral assessment (20%); two practical exams (40%). A pass must be gained for each component of the assessment.

**HHI2001 CHINESE HERBAL MEDICINE PRACTICE**

**Campus** St Albans.

**Prerequisite(s)** HHI2001 Advanced Formulas and Strategies; or equivalent.

**Co-requisite(s)** HHT3001 Internal Medicine; HHI3002 Advanced Clinical Practice 1; or equivalent.

**Content** Any type of illness will be explored according to the traditional 52 categories. The role of supporting therapies from within the CM tradition may be developed to enhance treatment protocols. Evaluation of referral will be considered.

**Required Reading**

**Subject Hours** Three hours a week for 2 semesters consisting of 1 hour self managed learning and 2 hours workshop, or equivalent.

**Assessment** Two assignments/exams reports maximum 1200 words (20% each); two practical exams (40%). A pass must be gained for each component of the assessment.

**HHI3002 ADVANCED CLINICAL PRACTICE 1: CHINESE HERBAL MEDICINE**

**Campus** St Albans.

**Prerequisite(s)** HHI2004 Pharmacy and Clinical Practice 2; HHI2001 Advanced Formulas and Strategies; SBM2575 Phytopharmaceutics; or equivalent.

**Co-requisite(s)** HHT3001 Internal medicine; or equivalent.

**Content** During the first week of semester, students will attend a two hour seminar to orientate them to this level of the clinical program, to reinforce expectations of them in the clinic; to standardize student ethics and professional behavior, to review standard operating procedures in the clinical dispensary and system in use for public consultations in preparation for continuation of the clinical program. The student practitioner is expected to
conduct themselves in a professional manner, working under a qualified Chinese Medicine practitioner in the Health Practice Unit, or up to 50 % of the total hours in other approved settings. Skills required: Advanced dispensary work - herb room monitoring, ordering stock in consultation with supervisor, cost appreciation, prescription accounting. As an "observer", the student will take case notes, propose likely diagnosis; herbs and the main formula that the prescription could be based upon; define treatment principles while a qualified practitioner of Chinese Medicine consults or supervises the consultation process. The supervising practitioner oversees the consultation process and guides examination of the outcome. Practical skills to be developed and assessed: monitoring consultation processes, ability to report case outcomes, explanation of herbal theory relating to clinical practice, storage and handling of herbs, materia medica, materia medica, materia medica substitutions, advanced herbal recognition, ability to work in a team.

**Required Reading**


**Recommended Reading**


**Subject Hours**

The equivalent of 78 hours for one semester.

**Assessment**

Practical case report (30%); prac/oral examination (40%); satisfactory reports from clinical supervisor (30%). The completion of required clinical hours is a threshold task. A pass must be gained for each component of the assessment.

**HHI4001 MAJOR CLASSICS - SHANG HAN LUN AND WEN BING**

**Campus** St Albans.

**Prerequisite(s)** HHI2001 Advanced Formulas and Strategies; or equivalent.

**Content**

Shang Han Lun and Wen Bing: The difference between Shang Han and Wen Bing, Zhang Zhong Jing, meaning of Shang Han and Six Channels, The 3 Yang patterns, The 3 Yin patterns; Concept of Bian Zeng Lun Zhi; Warm disease concepts: Ye Tian Shi and Wu Ju Tong, 4 heat types, Wei Qi Ying Xue, San Jiao, Shi and Wu Ju Tong, 4 heat types, Wei Qi Ying Xue, San Jiao, etiology and outbreak, differentiation, changes through the systems, treatments. Character writing and pronunciation of Chinese Medical terminology.

**Required Reading**


**Recommended Reading**


**Subject Hours**

The equivalent of 2 hours a week for one semester comprising lectures and student managed learning.

**Assessment**

Essay of 1500-2000 words (40%); theory exams (60%). A pass must be gained for each component of the assessment.
HHI4002 CHINESE MEDICAL GYNECOLOGY: HERBAL MEDICINE

Campus St Albans.

Prerequisite(s) HHT3001 Internal Medicine; or equivalent.

Co-requisite(s) HHT4003 Chinese medical specialties; or equivalent.

Content This subject extends the generic theory subject "Chinese medical specialties" with particular reference to the use of Chinese Herbs for gynecological disorders including menstrual disorders, vaginal disorders, gestational disorders and post-partum disorders. Specific case studies and selected materia medica will also be emphasized.


Subject Hours The equivalent of 3 hours a week for one semester comprising lectures and self managed learning.

Assessment Essay of 800 - 1000 words (45%); theory examination (55%). A pass must be gained in all assessment components.

HHI4003 CHINESE MEDICAL PEDIATRICS AND DERMATOLOGY: HERBAL MEDICINE

Campus St Albans.

Prerequisite(s) HHT 3001 Internal Medicine; or equivalent.

Co-requisite(s) HHT4003 Chinese Medical Specialties; or equivalent.

Content This subject extends the generic theory subject "Chinese medical specialties" with particular reference to the use of Chinese Herbs for pediatric and dermatological conditions.


Subject Hours The equivalent of 2 hours a week for one semester comprising lectures and self managed learning.

Assessment Essay of 800 - 1000 words (45%); theory examination (55%). A pass must be gained in all assessment components.

HHI4004 HERBAL CLINICAL INTERNSHIP 1

Campus St Albans.

Prerequisite(s) HHT3003 Advanced Clinical Practice 2; HHT3001 Internal Medicine; SBM3515 Clinical Pharmacology and Pathophysiology; SBM3525 Clinical Pathophysiology; HHT3003 Counselling Skills for Chinese Medical Practice; or equivalent.

Content During the first week of semester, students will attend a 2 two hour seminar to orientate them to the final level of the clinical program; to review expectations of them in the clinic; to review student ethics and professional behavior; to review standard operating procedures of the clinical dispensary and system in use for public consultations, in preparation for continuation of the clinical program. Students undertake their final year clinical placement as the Intern Practitioner in approved settings. Much of the placement will be undertaken in the on-campus student clinic. This subject must be completed before off shore clinical placements can be approved, including 3 hours per week of case conferencing.


Subject Hours The equivalent of 104 hours for one semester in an approved clinical setting.

Assessment Random consultation assessments (15%); practical case report/s (30%); practical/oral examination (25%); satisfactory reports from clinical supervisors (30%). The completion of required clinical hours. A pass must be gained for each component of the assessment.

HHI4005 SCHOOLS OF THOUGHT IN CHINESE HERBAL MEDICINE

Campus St Albans.

Prerequisite(s) HHT3001 Chinese Herbal Medicine Practice; or equivalent.

Content The emphasis of this subject is to look at the practical ways in which classical schools of thought have influenced the practice of Internal Medicine. This subject will explore the Cold Injury School, He Jian School, Yi Shui School, Pathogen attacking School, Dan Xi School, Warming and Reincorporating School, Warm Disease School, Blood Stasis School and other influential approaches. The perspectives of Wu Shijin's External Medicine and Chen Sheng's Wu Ke will also be introduced.


Subject Hours The equivalent of 30 hours for one semester comprising lectures and self managed learning. This subject will be delivered in its entirety before the mid-semester break to allow students to undertake their final clinical internship in China.
Assessment Essay of 800-1200 words (45%); theory exam (55%). A pass must be gained for each component of the assessment.

HHK2001 ACUPUNCTURE CLINICAL PRACTICE 1

Campus St Albans.

Prerequisite(s) HHT1002 Introduction to Clinical Practice; HHT1006 Acupuncture Point Location; HHT1007 Chinese Pharmacopaedia; HHT1005 Chinese Medical Diagnosis and Pathogenesis 1; or equivalent.

Content Topics include: preparation of needles and equipment for sterilization; preparation of needle trays and alcohol swabs for each clinic room; maintenance of clients records; practitioner diagnosis and treatment details; assume responsibility for general client care and comfort during treatment; monitor pulse; arrange appointments for clients as requested; assist supervising practitioner as requested; observe the consultation process; discussion of principles of treatment; keep a log book and adhere to dress code. Students undertake clinical education in a variety of settings both on and off campus. Supervision of this clinical program is provided by CM staff in the on-campus student clinic and by approved acupuncture practitioners in their private clinics. These clinical associates are highly qualified and experienced practitioners who participate in on-going clinical supervisor education within the School of Health Sciences.


Subject Hours Equivalent of 3 hours a week for one semester.

Assessment Essay of 800-1200 words (45%); theory exam (55%). A pass must be gained for each component of the assessment.

HHK2001 ACUPUNCTURE THEORY

Campus St Albans.

Prerequisite(s) HHT1002 Fundamentals of Chinese Medicine; HHT1006 Acupuncture Point Dynamics and Jing Lao Theory; or equivalent.

Content The theory and application of all eight extra meridians, the five transporting points, special point groupings (e.g. hui meeting, xi cleft, shokanten, window of heaven), the mating of meridians, latent disease states, zi wu liu zhi, ten rules of point selection and like theories covered broadly in the previous subjects of the program will be further explored.


Subject Hours Equivalent of 3 hours a week for one semester consisting of lectures, tutorials and self managed learning.
HHK2003 MUSCULO-SKELETAL ASSESSMENT
SKILLS FOR ACUPUNCTURE

Campus St Albans.

Prerequisite(s) SBM1525 Anatomy and Physiology 2, HFT2002 Acupuncture Point Dynamics and Jing Luo Theory; HHT2003 Chinese Medical Diagnosis and Pathogenesis 2, or equivalent.

Content Various musculo-skeletal assessment techniques; the relationship between musculo-skeletal dysfunction and the Acupuncture meridian system; Management and monitoring of Acupuncture treatment of patients with musculo-skeletal dysfunction.

Required Reading

Assessment Two examinations (40% each) and one assignment (20%). A pass must be gained in each component of assessment.

HHK2004 ACUPUNCTURE CLINICAL PRACTICE 2

Campus St Albans.

Prerequisite(s) HHK2001 Acupuncture Clinical Practice 1; HFT2002 Acupuncture Point Dynamics and Jing Luo Theory; or equivalent.

Content Topics include: preparation of needles and equipment for sterilization; preparation of needle trays and alcohol swabs for each clinic room; maintenance of client records; practitioner diagnosis and treatment details; assume responsibility for general client care and comfort during treatment; monitor pulse; arrange appointments for clients as requested; assist supervising practitioner as requested; assist with Tui Na therapy; observe consultation process; discussion of principles of treatment; keep a log book and adhere to dress code. Students undertake clinical education in a variety of settings both on and off campus. Supervision of this clinical program is provided by acupuncturist staff in the on-campus student clinic and by approved acupuncture practitioners in private clinics.


Subject Hours The equivalent of 52 clinical hours for one semester.

Assessment Assessment and feedback in accordance with the ‘Assessment and Criteria for Clinical Placement’ forms, to be completed by clinical teachers (100%). Successful completion of clinical hours. A student must successfully complete all forms of assessment.

HHK3001 CHINESE MEDICINE MICRO-SYSTEMS

Campus St Albans.

Prerequisite(s) HFT2006 Acupuncture Needling; HHK2002 Acupuncture Theory; or equivalent.

Content Ear acupuncture theory and practice; head (scalp) acupuncture theory and practice; hand, foot, face, nose and ophthalmic acupuncture theory and practice; extra meridian points theory and practice; the use of extra meridian points to diagnose specific disorders; arleko-capsular acupuncture and skin sections theory and practice; ear therapy; the use of electronic devices including electro-acupuncture, laser and TENS in micro-system point location, diagnosis and therapy; further application of chrono-acupuncture; magneto-therapy theory and practice; combined micro-system and body acupuncture point treatment principles and protocols; discrimination in the selection and application of the various techniques of micro-systems treatments.

Required Reading

Recommended Reading

Assessment

HHK2003 MUSCULO-SKELETAL ASSESSMENT
SKILLS FOR ACUPUNCTURE

Campus St Albans.

Prerequisite(s) SBM1525 Anatomy and Physiology 2, HFT2002 Acupuncture Point Dynamics and Jing Luo Theory; HHT2003 Chinese Medical Diagnosis and Pathogenesis 2, or equivalent.

Content Various musculo-skeletal assessment techniques; the relationship between musculo-skeletal dysfunction and the Acupuncture meridian system; Management and monitoring of Acupuncture treatment of patients with musculo-skeletal dysfunction.

Required Reading

Assessment Two examinations (40% each) and one assignment (20%). A pass must be gained in each component of assessment.

HHK2004 ACUPUNCTURE CLINICAL PRACTICE 2

Campus St Albans.

Prerequisite(s) HHK2001 Acupuncture Clinical Practice 1; HFT2002 Acupuncture Point Dynamics and Jing Luo Theory; or equivalent.

Content Topics include: preparation of needles and equipment for sterilization; preparation of needle trays and alcohol swabs for each clinic room; maintenance of client records; practitioner diagnosis and treatment details; assume responsibility for general client care and comfort during treatment; monitor pulse; arrange appointments for clients as requested; assist supervising practitioner as requested; assist with Tui Na therapy; observe consultation process; discussion of principles of treatment; keep a log book and adhere to dress code. Students undertake clinical education in a variety of settings both on and off campus. Supervision of this clinical program is provided by acupuncturist staff in the on-campus student clinic and by approved acupuncture practitioners in private clinics.


Subject Hours The equivalent of 52 clinical hours for one semester.

Assessment Assessment and feedback in accordance with the ‘Assessment and Criteria for Clinical Placement’ forms, to be completed by clinical teachers (100%). Successful completion of clinical hours. A student must successfully complete all forms of assessment.

HHK3001 CHINESE MEDICINE MICRO-SYSTEMS

Campus St Albans.

Prerequisite(s) HFT2006 Acupuncture Needling; HHK2002 Acupuncture Theory; or equivalent.

Content Ear acupuncture theory and practice; head (scalp) acupuncture theory and practice; hand, foot, face, nose and ophthalmic acupuncture theory and practice; extra meridian points theory and practice; the use of extra meridian points to diagnose specific disorders; arleko-capsular acupuncture and skin sections theory and practice; ear therapy; the use of electronic devices including electro-acupuncture, laser and TENS in micro-system point location, diagnosis and therapy; further application of chrono-acupuncture; magneto-therapy theory and practice; combined micro-system and body acupuncture point treatment principles and protocols; discrimination in the selection and application of the various techniques of micro-systems treatments.

Required Reading

Recommended Reading

Assessment

HHK2003 MUSCULO-SKELETAL ASSESSMENT
SKILLS FOR ACUPUNCTURE

Campus St Albans.

Prerequisite(s) SBM1525 Anatomy and Physiology 2, HFT2002 Acupuncture Point Dynamics and Jing Luo Theory; HHT2003 Chinese Medical Diagnosis and Pathogenesis 2, or equivalent.

Content Various musculo-skeletal assessment techniques; the relationship between musculo-skeletal dysfunction and the Acupuncture meridian system; Management and monitoring of Acupuncture treatment of patients with musculo-skeletal dysfunction.

Required Reading

Assessment Two examinations (40% each) and one assignment (20%). A pass must be gained in each component of assessment.

HHK2004 ACUPUNCTURE CLINICAL PRACTICE 2

Campus St Albans.

Prerequisite(s) HHK2001 Acupuncture Clinical Practice 1; HFT2002 Acupuncture Point Dynamics and Jing Luo Theory; or equivalent.

Content Topics include: preparation of needles and equipment for sterilization; preparation of needle trays and alcohol swabs for each clinic room; maintenance of client records; practitioner diagnosis and treatment details; assume responsibility for general client care and comfort during treatment; monitor pulse; arrange appointments for clients as requested; assist supervising practitioner as requested; assist with Tui Na therapy; observe consultation process; discussion of principles of treatment; keep a log book and adhere to dress code. Students undertake clinical education in a variety of settings both on and off campus. Supervision of this clinical program is provided by acupuncturist staff in the on-campus student clinic and by approved acupuncture practitioners in private clinics.


Subject Hours The equivalent of 52 clinical hours for one semester.

Assessment Assessment and feedback in accordance with the ‘Assessment and Criteria for Clinical Placement’ forms, to be completed by clinical teachers (100%). Successful completion of clinical hours. A student must successfully complete all forms of assessment.

HHK3001 CHINESE MEDICINE MICRO-SYSTEMS

Campus St Albans.

Prerequisite(s) HFT2006 Acupuncture Needling; HHK2002 Acupuncture Theory; or equivalent.

Content Ear acupuncture theory and practice; head (scalp) acupuncture theory and practice; hand, foot, face, nose and ophthalmic acupuncture theory and practice; extra meridian points theory and practice; the use of extra meridian points to diagnose specific disorders; arleko-capsular acupuncture and skin sections theory and practice; ear therapy; the use of electronic devices including electro-acupuncture, laser and TENS in micro-system point location, diagnosis and therapy; further application of chrono-acupuncture; magneto-therapy theory and practice; combined micro-system and body acupuncture point treatment principles and protocols; discrimination in the selection and application of the various techniques of micro-systems treatments.

Required Reading

Recommended Reading

Assessment

HHK2003 MUSCULO-SKELETAL ASSESSMENT
SKILLS FOR ACUPUNCTURE

Campus St Albans.

Prerequisite(s) SBM1525 Anatomy and Physiology 2, HFT2002 Acupuncture Point Dynamics and Jing Luo Theory; HHT2003 Chinese Medical Diagnosis and Pathogenesis 2, or equivalent.

Content Various musculo-skeletal assessment techniques; the relationship between musculo-skeletal dysfunction and the Acupuncture meridian system; Management and monitoring of Acupuncture treatment of patients with musculo-skeletal dysfunction.

Required Reading

Assessment Two examinations (40% each) and one assignment (20%). A pass must be gained in each component of assessment.

HHK2004 ACUPUNCTURE CLINICAL PRACTICE 2

Campus St Albans.

Prerequisite(s) HHK2001 Acupuncture Clinical Practice 1; HFT2002 Acupuncture Point Dynamics and Jing Luo Theory; or equivalent.

Content Topics include: preparation of needles and equipment for sterilization; preparation of needle trays and alcohol swabs for each clinic room; maintenance of client records; practitioner diagnosis and treatment details; assume responsibility for general client care and comfort during treatment; monitor pulse; arrange appointments for clients as requested; assist supervising practitioner as requested; assist with Tui Na therapy; observe consultation process; discussion of principles of treatment; keep a log book and adhere to dress code. Students undertake clinical education in a variety of settings both on and off campus. Supervision of this clinical program is provided by acupuncturist staff in the on-campus student clinic and by approved acupuncture practitioners in private clinics.


Subject Hours The equivalent of 52 clinical hours for one semester.

Assessment Assessment and feedback in accordance with the ‘Assessment and Criteria for Clinical Placement’ forms, to be completed by clinical teachers (100%). Successful completion of clinical hours. A student must successfully complete all forms of assessment.

**Subject Hours** The equivalent of 2 hours a week for one semester comprising lectures, workshops.

**Assessment** One written test (50%); and two practical/oral assessments (25% each). A pass must be gained in each component of assessment.

**HHK3002 Acupuncture Therapeutic Applications**

**Campus** St Albans.

**Prerequisite(s)** HHT2006 Acupuncture Needling; HHT2005 Chinese Medicine Asepsis and Sterilization; or equivalent.

**Content** This subject focuses on a fundamental Traditional Chinese medical idea: the relationship between theory and practice and how these two ideas are unified in clinical practice. In this subject, the idea of absorbing Chinese medical knowledge is taken to be an interactive and interdependent relationship and exists between practice and scholarly works. The unit emphasizes the importance of consolidating the task of generating a tentative diagnosis, proposing appropriate treatment strategies and management while recognizing the role of the practitioner as an agent of change. By simulating clinical experiences the student is prepared for their internship in one of the university's approved clinical settings. Specific emphasis is given to critical analysis of case studies, approaches to acupuncture point selection, discriminating between points and point prescriptions and herbal prescriptions.


**HHK3003 Acupuncture Clinical Practice 3**

**Campus** St Albans.

**Prerequisite(s)** HHT2006 Acupuncture Needling; HHT2005 Chinese Medicine Asepsis and Sterilization; HHK2004 Acupuncture Clinical Practice 2; SBM2515 Surface Anatomy, or equivalent.

**Content** Topics include: assisting the practitioner during treatment; applying moxibustion and stimulating needles as required; assisting with Tui Na therapy, cupping, moxibustion, shi liao and pre-prepared herbs; assist practitioner as requested; providing a preliminary diagnostic report to the practitioner; carrying out therapeutic procedures as requested by the practitioner. Supervision of the clinical program is provided by acupuncture staff in the on-campus student clinic, off-campus clinics and in conjunction with approved acupuncture practitioners in private clinics.


**Subject Hours** The equivalent of 78 clinical hours for one semester.

**Assessment** Assessment and feedback in accordance with the ‘Assessment and Criteria for Clinical Placement’ forms, to be completed by clinical teachers (100%); successful completion of clinical hours. A student must successfully complete all forms of assessment.

**HHK3004 Acupuncture Clinical Practice 4**

**Campus** St Albans.


**Subject Hours** Three hours per week for two semesters consisting of workshops and self managed learning.

**Assessment** Two theoretical and practical assessments and various threshold tasks, graded: satisfactory/unsatisfactory. A pass must be gained in each component of assessment.

**HHK3004 Acupuncture Clinical Practice 4**

**Campus** St Albans.

**Prerequisite(s)** HHK3003 Acupuncture Clinical Practice 3; HHT2006 Acupuncture Needling; HHT2005 Chinese Medicine
HHK4001 TREATMENT OF MUSCULO-SKELETAL DISORDERS

**Campus** St Albans.

**Prerequisite(s)** HHK2003 Musculo-skeletal Assessment Skills for Acupuncture; HHK3002 Acupuncture Therapeutic Applications; or equivalent.

**Content** This subject consolidates theory and practical skills learnt in previous subjects and applies these to the context of specific musculo-skeletal and neurological disorders. The material covered will include the further application of acupuncture in Wei and Bi syndrome; Zhong Feng; the diagnosis and treatment of specific musculo-skeletal conditions; the application of external herbal preparations; movement exercises specific to particular musculo-skeletal conditions; the protocols and application of electro-acupuncture, point injection therapy, laser therapy, magnet therapy; Tui Na, cupping, moxibustion and Gua Sha as these apply to musculo-skeletal disorders; the treatment and management of sporting injuries.


**Subject Hours** The equivalent of 3 hours per week for one semester comprising seminars, workshops and self managed learning.

**Assessment** One written test (35%); one classroom presentation (35%); and one assignment (30%). A pass must be gained in each component of assessment.

HHK4002 CHINESE MEDICAL SPECIALTIES: ACUPUNCTURE

**Campus** St Albans

**Prerequisite(s)** HHK3002 Acupuncture Therapeutic Applications; HHT3001 Internal Medicine; or equivalent.

**Co-requisite(s)** HHT4003 Chinese Medical Specialties; or equivalent.

**Content** In these specialist areas of study, attention will be given to enhancing the student's theoretical knowledge concerning diagnosis, CM etiology, treatment principles and management strategies. Ways of selecting acupuncture points, needle techniques and manipulation, application of moxibustion techniques and the role of electro-acupuncture.


**Subject Hours** The equivalent of 3 hours a week for one semester comprising lectures, seminars and self managed learning.

**Assessment** Assignment of 800-1200 words (45%); theory exam (55%). A pass must be gained for each component of the assessment.
attitude and presentation. Practical skills to be developed and assessed: monitoring the consultation process, ability to give supervisors a CM diagnosis of the client they are treating, ability to locate and needle accurately acupuncture points appropriate to the client's needs. Be able to use, and know when to use, moxa, cupping, Gua Sha,点 injection therapy, dermal hammer, lasers, electric stimulator and prepared Chinese medicine. Assess the client's needs for on going treatment, be able to communicate with the client their course of treatment. Liaise and work effectively with clinical teachers and mentor students in the clinic including 3 hours per week of case conferencing.

Required Reading


Subject Hours

Equivalent of 104 clinical hours for one semester. During the first week students will attend three two hour seminars in preparation for commencement of their internship studies and practice. From Week 2 students will undertake clinical placement as interns in approved settings.

Assessment

The completion of the required hours of clinical practice; assessment and feedback in accordance with the 'Assessment and Criteria for Clinical Placement' forms, to be completed by clinical teachers (80%). A written case report following at least an initial and follow up treatment of 750 words (20%). A pass must be gained for each component of the assessment.

HHK4004 SCHOOLS OF THOUGHT IN ACUPUNCTURE

Campus St Albans.

Prerequisite(s) HHK3002 Acupuncture and Therapeutic Applications, or equivalent.

Content

Detailed explorations of a broad range of schools of thought from classical and contemporary Chinese medical literature, other Oriental and Western applications. Emphasis will be given to understanding these approaches and their relevance in a contemporary Australian clinical setting. Areas such as Zi wu liu zheng Qi, Gxi Gui Ba Fa, Yuan Wu Bi Lei, the application of the 'Ghost Points' and Japanese approaches are addressed. Special emphasis is given to clinical concerns connected to the notion of two important Chinese medical ideas: dispersing xie Qi and supporting zheng Qi.

Required Reading


Recommended Reading


Subject Hours

The equivalent of 20 hours for one semester comprising lectures, seminars and self managed learning. This subject will be delivered in its entirety before the mid-semester break to allow students to undertake their final clinical internship in China.

Assessment

Two 1500 word essays weighted (50% each). A pass must be gained in each component of assessment.

HHK4005 ACUPUNCTURE CLINICAL INTERNSHIP 2

Campus St Albans.

Prerequisite(s) HHK4003 Acupuncture Clinical Internship 1; SBM3515 Clinical Pharmacology and Pathophysiology; SBM3525 Clinical Pathophysiology; HHT3303 Counselling Skills for Chinese Medical Practice, or equivalent.

Content

During the first two weeks of semester the students will be required to attend a two hour seminar to detail the expectations in this subject, revisit ethical professional issues, and review clinical operating procedures. Students practice as interns under the supervision of approved clinical teachers. Students are required to spend time in at least five of the Victoria University clinical locations in Melbourne to gain broad clinical experience and be guided by a variety of clinical teachers. Skills required: Advanced acupuncture and prepared Chinese medicine theory, needling and
Tui Na therapy, excellent interpersonal skills, and a professional attitude and presentation. Practical skills to be developed and assessed: monitoring the consultation process, ability to give supervisors a CM diagnosis of the client they are treating, ability to locate and needle accurately acupuncture points appropriate to the client's needs, Be able to use, and know when to use, moxa, cupping, Gua Sha, point injection therapy, dermal hammer, laser, electric stimulator and prepared Chinese medicine. Assess the client's needs for on-going treatment, be able to communicate with the client's their course of treatment. Liaise and work effectively with clinical teachers and mentor students in the clinic including 4 hours per week of case conferencing.

**Required Reading**

**Subject Hours**
- Equivalent of 208 clinical hours for one semester in an approved clinical setting.

**Assessment**
- The completion of the required hours in clinical practice; assessment and feedback in accordance with the 'Assessment and Criteria for Clinical Placement' forms, to be completed by clinical teachers (80%). A written case report following at least an initial and follow up treatment of 750 words (20%). A pass must be gained for each component of the assessment.

**HHL3919 PHARMACOLOGY 1 (OSTEOPATHY)**

**Campus**
- City Flinders.

**Prerequisite(s)**
- SBF2739 Biochemistry 2; or equivalent.

**Content**
- The subject aims to make osteopathic students aware of the development and testing process for drugs, and to acquaint them with the actions, interactions, adverse effects and implications for the osteopath of the drugs most commonly seen in osteopathic patients. By the end of the subject the students should have an understanding of the development and testing process for drugs and basic pharmacological concepts such as pharmacokinetics and dynamics. They will have begun a detailed study of drug categories which will be continued in HHL4929 Pharmacology 2. Content will include: The development & testing process for drugs. Trends in drug research. The approval process and the Pharmaceutical Benefits Scheme. Generics vs. brands – reasons for differences in prescribing habits. Pharmacokinetics and pharmacodynamics. Toxicology issues. Overview of major drug categories, with emphasis on the implications for the osteopath – analgesics, non-steroidal anti-inflammatory agents, cortico-steroids, oral contraceptives and derivatives, drugs used in infection control, hypnotics and anxiolytics.

**Required Reading**
- HHL3919 Pharmacology 1 CD ROM - VUT. Students should also obtain a copy of the most recent edition of MIMS or the Australian Drug Guide.

**Recommended Reading**

**Subject Hours**
- Equivalent of two hours per week for one semester comprising self-directed study from dedicated CD ROM and tutorial/workshop sessions.

**Assessment**
- Written examination, 100%.

**HHM3439 BIOMETRY 3**

**Campus**
- City Flinders.

**Prerequisite(s)**
- Nil.

**Content**
- The subject aims to introduce students to concepts of academic research, data collection and statistical analysis, with particular reference to clinical research. The students will acquire a basic knowledge of research procedures in the clinical field, and will develop an understanding of how data is acquired, correlated and analysed. Statistical skills will be further developed in HHM2429 Biometry 2. Content will include: Introduction to statistics. Knowledge acquisition, science and research. Research logic and language. Social research and statistics. Report Writing. Introduction to research ethics. Displaying data. Descriptive statistics. Correlation. Prediction. Multiple regression. Introduction to hypothesis testing.

**Required Reading**

**Recommended Reading**

**Subject Hours**
- Two hours per week for one semester comprising one two-hour lecture and one two-hour workshop or equivalent.

**Assessment**
- Written examination, 100%.

**HHM2429 BIOMETRY 2**

**Campus**
- City Flinders.

**Prerequisite(s)**
- HHM1419 Biometry 1; or equivalent.

**Content**
- The subject aims to consolidate and further develop skills gained in HHM1419 Biometry 1, and to further investigate methods of statistical analysis. At the completion of the subjects students should have a broad understanding of quantitative and qualitative research methods, and should be able to collate and display data using a variety of basic techniques. Content will include: Concepts for inferential statistics. Hypothesis testing. Hypothesis testing with means. Introduction to T tests. T tests for dependent means. T tests for independent means. Power and effect size. Chi square tests. Qualitative research methods.

**Required Reading**

**Recommended Reading**

**SPSS studentware package and a scientific calculator.**

**Subject Hours**
- Two hours per week for one semester comprising one two-hour workshop or equivalent.

**Assessment**
- Written exam, 50%, assignment (2500 words), 50%.

**HHM3439 BIOMETRY 1**

**Campus**
- City Flinders.

**Prerequisite(s)**
- HHM2429 Biometry 2; or equivalent.

**Content**
- The aims of the subject are to further develop and consolidate knowledge gained in HHM1419 Biometry 1 and HHM2429 Biometry 2. To study more advanced statistical procedures used in clinical research. At the completion of the subject students should be able to use a variety of more advanced techniques for data collation and display, and should have a thorough understanding of clinical research methodology. Content will include: Revision of correlational statistics. Revision of basic inferential statistics. Analysis of variance. Selected non-parametric techniques. Advanced statistical procedures. Overview of statistics in the research process.

**Required Reading**
Recommended Reading

Subject Hours
Two hours per week for one semester comprising one one-hour lecture and one one-hour workshop or equivalent.

Assessment
Written exam, 30%; computer test, 20%; assignment (2500 words), 50%.

HHN6000 NURSING ENQUIRY AND KNOWLEDGE
Campus St Albans.
Prerequisite(s) Nil.
Content
This subject is designed to encourage students to examine critically some of the theories and ideologies that influence the development of the various kinds of knowledge. The subject also aims to enable students to generate and apply nursing knowledge through the process of theory analysis and development. Topics covered in this subject include: intellectual culture – contextual knowledge; the nature, creation and legitimation of knowledge; nursing ‘knowledges’; nursing theories and their application to practice; future directions.

Required Reading
To be advised by lecturer.

Recommended Reading

Campus St Albans, Off Campus.
Prerequisite(s) Nil.
Content
General principles of Oriental, Ayurvedic, Indian, Pranic and energy healing as well as Naturopathy, Shamanic and western healing with be explored.

Required Reading

Recommended Reading

HHN001 PHILOSOPHICAL CONCEPTS IN NATURAL MEDICINE
Campus St Albans, Off Campus.
Prerequisite(s) Nil.
Content
Interaction of theory and practice in natural medicine, The equivalence of 39 hours per semester delivered in burst mode over 2 weeks or over one semester of 13 weeks.

Assessment
A Personal Reflective Journal; class participation/group work (20%); written assignment (2000 words) 80%. A pass must be gained for each component of the assessment.

HHN002 ETHICAL AND LEGAL ISSUES
Campus St Albans, Off Campus.
Prerequisite(s) Nil.
Content
The Law and Health Care, Introduction to Ethics, Ethics and Law in Health practice, Consent, Negligence, Foregoing and withdrawing treatment, Dying and the law, Mental health, Confidentiality, Employment: legal and ethical obligations, Resource allocation.

Required Reading

Recommended Reading
Recommended reading that includes textbooks, Journals and Web sites will be posted in the Subject
Information folder within the coursework section of this subject prior to the commencement of each semester.

**Subject Hours**
The equivalence of 78 hours per semester delivered in burst mode over 2 weeks or over one semester of 13 weeks or in on-line mode.

**Assessment**
- Presentation (30%); annotated bibliography (10%); written assignment (60%). A pass must be gained in each component of the assessment.

**HHN003 RESEARCH SKILLS**

**Campus** St Albans, Off Campus.

**Prerequisite(s)** Nil.

**Content**
Evaluation of the health care professionals role in the research process and the significance of research to health care. Discussion of the different trends and issues within health care research. Exploration of legal and ethical considerations in research. Examination of qualitative and quantitative research methods. Consideration of how research ideas/questions can be generated and which research methodology may be appropriate. Data analysis and Computation.

**Required Reading**

**Subject Hours** The equivalence of 78 hours per semester delivered in burst mode over 2 weeks or over one semester of 13 weeks or in on-line mode.

**Assessment**
- Seminar presentation and class participation (30%); written submission (3000 words) 70%. A pass must be gained for each component of the assessment.

**HHN004 DEVELOPING PHARMACOLOGICAL UNDERSTANDING IN NATURAL MEDICINE PRACTICE**

**Campus** St Albans, Off Campus

**Prerequisite(s)** Nil.

**Content**
Drug interactions and contraindications of use, understanding pharmacology and its interactions upon the endocrine system, the nervous system, and the circulatory system. Endocrinology of the function and pathology of the endocrine glands, hormones and the associated diseases and conditions.

**Required Reading**

URLS:
- www.australianprescriber.com/magazines/volltno4/concentration.htm
- www.australianprescriber.com/magazines/voll9no3/opioids.htm

**Recommended Reading**
- Students will be informed of further recommended reading by the lecturer which will include textbooks, Journals and Websites.

**Subject Hours**
The equivalence of 104 hours per semester delivered in burst mode over 4 weeks or over one semester of 13 weeks or in on-line mode.

**Assessment**
- Class presentation and participation (20%); written assignment(s) (80%). A pass must be gained for each component of the assessment.

**HHN0021 COUNSELLING SKILLS FOR NATURAL MEDICINE PRACTITIONERS**

**Campus** St Albans, Off Campus.

**Prerequisite(s)** Nil.

**Content**
An introduction to the role of the counsellor and relationship between the client and practitioner. The following theories will be covered: Psychoanalytic, Adlerian, Existential, Person Centred, Gestalt, Reality, Behavioral, Cognitive, Family systems, Ego State Therapies, as well as meditation, relaxation therapy, Ethical and legal issues of counselling.

**Required Reading**

**Subject Hours**
The equivalence of 40 hours per semester delivered in burst mode over 2 weeks or over one semester of 13 weeks.

**Assessment**
- Seminar presentation (15%); class participation (25%); written theory assignment (1500 words) 40%; reflective journal (20%). A pass must be gained for each component of the assessment.

**HHN0022 PROFESSIONAL WRITING IN NATURAL MEDICINE**

**Campus** St Albans, Off Campus.

**Prerequisite(s)** Nil.

**Content**
Preparing a journal article based on the evaluation of professional literature in the field of Natural Medicine. Discuss and understand the process of writing a paper(s). Understand library research skills, professional writing and reading skills.

**Required Reading**

**Subject Hours**
The equivalence of 117 hours per semester delivered in burst mode over 4 weeks or over one semester of 13 weeks or in on-line mode.

**Assessment**
- Written assignment (2500 words) 100% or one written journal article (1500 words) 50% and a written assignment (1000 words) 50%. A pass must be gained for each component of assessment.

**HHN0023 RESEARCH PROJECT**

**Campus** St Albans, Off Campus.

**Prerequisite(s)** Nil.

**Content**
Students will undertake a task based on professional experience and/or the professional literature and produce a
research project. Students are expected to prepare a proposal. On acceptance of the proposal students are expected to develop this into a research project. Interaction between facilitator and students is essential.

**Required Reading**


**Recommended Reading**


**Subject Hours**

The equivalence of 143 hours per semester delivered in burst mode over 5 weeks or over one semester of 13 weeks or in on line mode.

**Assessment**

Class presentation of project (20%); minor research project assignment of 5000 words (80%). A pass must be gained for each component of assessment.

**HHO1529 OSTEOPATHIC SCIENCE 1**

**Campus** City Flinders. **Prerequisite(s)** Nil. **Content** The subject aims to introduce students to the history and principles of osteopathy, to basic palpation skills, and to the basics of osteopathic examination and articulatory and soft tissue techniques. By the end of the subject the students should have a basic understanding of osteopathic principles, be able to palpate and identify major anatomical structures and landmarks, and be able to develop soft tissue and articulatory techniques for most areas of the musculoskeletal system. Content will include: Osteopathic principles both theoretical and those based on research. Development of the conceptual framework of osteopathy and an understanding of osteopathic philosophy. Consideration of the functioning of the individual as a whole. ART and the application of this principle to patient care. Somatic dysfunction & its diagnosis including barrier principles. Contraindications to osteopathic care both absolute and relative. Students will develop palpatory skills and awareness of tissue characteristics both normal and abnormal. Research and presentation skills relating to the published literature on palpation will be developed. Basic soft tissue techniques applicable to the tissues of the musculoskeletal system. The use of leverages to induce motion within these tissues. Emphasis is placed on palpatory skills, osteopathic soft tissue and articulatory techniques, surface anatomy and tissue awareness. The palpation component will augment and reinforce anatomy learnt in the subject Anatomy 1.

**Required Reading**


**Recommended Reading**


**Subject Hours** Seven hours per week or equivalent for two semesters comprising lectures, laboratory/practical workshops and tutorials. Osteopathic Science 2 is a clinically oriented subject and as a consequence material presented within Clinical Practicum 2 to osteopathic students will necessarily augment and support Osteopathic Science 2 subject content.

**Assessment** Written examination, 40%; practical assessment, 60%.

### HHO2549 OSTEOPATHIC SCIENCE 3

**Campus** City Flinders. 

**Prerequisite(s)** HHO2549 Osteopathic Science 2; or equivalent.

**Content** The aim of the subject is to further develop and consolidate skills learned in HHO1529 and HHO2549 Osteopathic Science 1 and 2. To introduce concepts of osteopathic patient management. To introduce muscle energy techniques for axial and peripheral areas. At the completion of the subject students will be able to apply high velocity low amplitude techniques and muscle energy techniques to all major areas of the body, and will be able to formulate a management plan for patients suffering from typical musculoskeletal conditions. This subject is a composite subject comprising two distinct core elements - 1. Osteopathic Principles & Practice. 2. Osteopathic Diagnosis & Management. These core elements will be taught and assessed as distinct subjects. Students will have to gain a mandatory pass, or better, in all core elements before they can be awarded a pass within the subject title: Osteopathic Science 3. Material covered will include:

- Reinforcement of history and examination skills acquired in both Osteopathic Science 1 & 2 and the Clinical Diagnosis and Management subject. Emphasis will be placed upon osteopathic evaluation of the patient concentrating upon the neuro-musculoskeletal system. Continued development of the concepts and skills acquired in osteopathic Science 1 & 2. Further evolution of osteopathic skills with awareness of the nature of the forces used; soft tissue and articulatory, rhythmic, high velocity, and high velocity low amplitude thrust techniques. Development of the ability to formulate suitable and safe treatment programs for the diverse range of patients that attend for osteopathic treatment. Attention being given to those factors which impact upon patient presentation including relevance of predisposing and maintaining factors. Continued development, and further refining, of high velocity low amplitude thrust techniques, the principles underlying their use, and their place within the manipulative prescription. The application of HVLA techniques to junctional areas of the spine. Introduction and elaboration of the concepts and practice of Muscle Energy Technique to include diagnostic and neurophysiological models. Muscle Energy Techniques applicable to the spine and peripheral joints. Osteopathic assessment and management of peripheral joint disorders. Development of a differential diagnosis, formulating a prognosis and prescribing suitable and safe osteopathic treatment. Introduction to the psycho-social aspects of osteopathic patient management allowing integration with the units of Psychology and Sociology.


**Subject Hours** Five hours per week or equivalent for first semester comprising lectures, tutorials/workshops and practical classes. Four hours per week or equivalent for the second semester comprising lectures and practical workshops/tutorials.

**Assessment** Semester one: Written examination, 40%; practical, 60%. Semester two: Written examination, 40%; practical, 60%.

### HHP1329 PHYSIOLOGY 1

**Campus** City Flinders. 

**Prerequisite(s)** Nil.

**Content** The subject aims to introduce students to basic principles and concepts of human physiology, and to study cell physiology and the basic physiology of major systems. Students will acquire a basic knowledge of physiological principles and system physiology, which will be further expanded in year 2. Content will include: Principles and concepts of basic physiological methodology. Major concepts involved in: cellular physiology, the body's natural defences, transmission of nervous impulses, muscle physiology, cardiac physiology, circulatory physiology and renal physiology. Integration of theoretical physiology knowledge with laboratory skills. Enhancing and extending basic physiological theoretical knowledge through the use of laboratory reports and questions. Development of a critical thinking and assessment model for physiology research papers.


**Subject Hours** One two-hour lecture, one two-hour laboratory/workshop on alternate weeks or equivalent for two semesters.

**Assessment** Semester 1: End of semester exam, 20% laboratory reports, 10%; assignment, 10%; multiple choice mid semester exams (x2), 10%. Semester 2: End of semester exam, 20%, laboratory reports, 10%; assignment, 10%; multiple choice mid semester exams (x2), 10%.

### HHP1349 PHYSIOLOGY 2

**Campus** City Flinders. 

**Prerequisite(s)** HHP1329 Physiology 1; or equivalent.

**Content** The subject aims to consolidate and further develop knowledge gained in HHP1329 Physiology 1. To study the physiology of systems not covered in Physiology 1, and to develop a review process for physiology research papers. At the completion of the subject students should have a thorough understanding of

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the basic physiology of the major systems, and should be able to demonstrate a critical approach to physiological research. Content will include: Expansion of the fundamental principles and concepts covered in Physiology 1. The relation of theoretical physiology knowledge to clinical cases. Understanding the major physiological concepts involved in respiratory physiology, gastro-intestinal physiology, metabolism and endocrinology. Further development of a critical thinking and assessment model for physiology research papers.

**Required Reading** As for HHP1329 Physiology 1.

**Recommended Reading** As for HHP1329 Physiology 1.

**Subject Hours** One two-hour lecture, one one-hour laboratory workshop/tutorial or equivalent every three weeks for two semesters.

**Assessment** Semester 1: End of semester exam, 20% case study tutorial work, 10% assignment, 10% multiple choice mid semester exam (x2), 10% Semester 2: End of semester exam, 20% case study tutorial work, 10% assignment, 10% multiple choice mid semester exam (x2), 10%.

**HHP3369 PHYSIOLOGY 3**

**Campus** City Flinders.

**Prerequisite(s)** HHP2349 Physiology 2; or equivalent.

**Content** The subject aims to introduce the students to theoretical and practical concepts of exercise physiology and exercise prescription, and to consider exercise prescription for specific patient groups. At the completion of the subject students should have a broad understanding of the principles of exercise physiology and exercise prescription, and should understand the principles of drawing up exercise prescriptions for specific patient groups. Content will include: Physiology of exercise prescription. Principles of exercise prescription. Fitness definitions. Cardiovascular & skeletal responses to exercise. Aerobic and anaerobic exercise. Exercise prescription for specific groups.

**Required Reading** As for HHP2349 Physiology 2.

**Recommended Reading** Students will be provided with further reading references for individual lecture topics.

**Subject Hours** One one-hour lecture and one one-hour self-directed workshop/practical or equivalent per week in semester one.

**Assessment** Written examination, 100%.

**HHP3344 COUNSELLING SKILLS FOR TCM PRACTITIONERS**

**Campus** St Albans.

**Prerequisite(s)** HHA3254 Clinical Practice (A&M) 4 or HHC3164 Advanced Clinical Practice (CM) 1; or equivalent.

**Co-requisite(s)** HHR3118 Internal Medicine 1; HHC3258 Advanced Clinical Practice (CM) 2; or HHR3234 A & M Therapeutic Applications; HHA3264 Clinical Practice (A&M) 5; or equivalent.

**Content** To explore counselling within the Oriental philosophical framework in which TCM practitioners work (Oriental Health Counselling). This subject explores the many facets of the client/practitioner relationship in preparation for the students' future role as primary health care TCM practitioners.


**Subject Hours** Fifty two hours for one semester comprising workshops or equivalent.

**Assessment** Class participation (30%), reflective journal (1000 words) (30%), assignment 1000 words (40%). A pass must be gained for each component of the assessment.

**HHR414A & M CLINICAL MEDICINE 3**

**Campus** St Albans.

**Prerequisite(s)** HHR3244 A & M Therapeutic Applications; HHR4141 A & M Clinical Medicine 1; HHR4124 A & M Clinical Medicine 2; HHP3434 Counselling Skills for TCM Practitioners; HHA3254 Clinical Practice (A&M) 4; or equivalent.

**Content** Using a wide range of case studies, students will undertake TCM differential diagnosis, establish the treatment principal, develop a treatment and management plan and where appropriate carry out treatment under supervision for clients experiencing the following: Jing Luo disharmonies; Zang Fu disharmonies; fundamental substance disharmonies; Wu Xing disharmonies; 6 Division disharmonies; San Jiao disharmonies; 8 Extra Meridian disharmonies; 4 Radical disharmonies; mixed disharmonies; continuing development of communication skills; exploring the many facets of the client/practitioner relationship.


Subject Hours Fifty two hours for one semester comprising lectures and tutorials or equivalent.

Assessment Seminar presentation, 30%; one test, 30%; one written assignment, 40%. A pass must be gained for each component of the assessment.

HHR4124 TCM HEALTH ENHANCEMENT

Campus St Albans.

Prerequisite(s) HHR3244 A&M Therapeutic Applications; HHR414 A&M Clinical Medicine 1; HHR4124 A&M Clinical Medicine 2; HHP434 Counselling Skills for TCM Practitioners; HHA3254 Clinical Practice (A&M) 4; or equivalent.

Content Yang sheng xue (TCM health enhancement); shi liao (Chinese dietary therapy).


Subject Hours Sixty five hours for one semester comprising lectures and tutorials or equivalent.

Assessment one essay, 50%; two written tests, 50% (25% each).

HHS3019 PSYCHOLOGY AND SOCIAL SCIENCES 1

Campus St Albans.

Prerequisite(s) Nil.

Content The subject aims to introduce students to the theory and principles of Psychology and to consider factors which affect psychological development and communication skills. At the completion of the subject students will develop a broad understanding of psychological principles and sociological factors. The introduction to communication skills will lead in to further study in HHS4039 Psychology and Social Sciences 2. Content will include: Definition and terms; human development; theories of social, emotional, cognitive personality development; theories of perception; introduction to sociological issues, class, ethnicity, gender, socialisation; observer, cultural and gender bias; communication methods and skills.


Subject Hours One hour lecture or equivalent per week for the first semester. Two hours per week or equivalent for the second semester comprising lectures and tutorials/workshops.

Assessment Written examination, 60%; assignments (2000 words), 40%.

HHT001 INTRODUCTION TO CHINESE MEDICAL LITERACY

Campus St Albans.

Prerequisite(s) Nil.

Content Basic terms in Chinese medicine including names of commonly used herbs, names of common acupuncture points and general terminology used in Chinese Medicine theory; writing Chinese characters including: stroke order and balance; pin yin transliteration and use of tone marks; pronunciation of Chinese terms.


Subject Hours Four hours per week for one semester comprising lectures, tutorials and self managed learning.

Assessment Two written tests (80%) and one oral examination (20%). A pass must be gained in each component of assessment.

HHT1002 FUNDAMENTALS OF CHINESE MEDICINE

Campus St Albans.

Prerequisite(s) Nil.

Co-requisite(s) HHT1001 Introduction to Chinese medical literacy, or equivalent.

Content The clinical gaze of Chinese Medicine; Overview of Historical and Philosophical Context; Function and dysfunction according to CM; introductory illness states - Yin Yang, Wu Xing, Si Qi Wu Wei, Qi, Xue, Jin Ye, Ba Gang; Psyche according to CM; Causes and occurrence of disease; Zang Fu, Jing Luo, Curious Fu; introduction to diagnostic methods; introduction to the development of disease according to CM; 12 channel pathway normal function and dysfunction according to jing-luo theory; introduction to major points and functions, Zang fu/jing luo interrelationships; mechanisms of disease, development; Application of character writing and pronunciation of Chinese Medical terminology.


Subject Hours The equivalent of 8 hours per week for one semester comprising lectures, tutorials, workshops and self managed learning.

Assessment Essay of 1000 words (25%); two tests (15%); final theory exam (25%); final practical test (20%). A pass must be gained for each component of the assessment.
PATHOGENESIS 1
HHT1003 QI GONG FOR CHINESE MEDICINE PRACTITIONERS
Campus St Albans.
Prerequisite(s) Nil.
Content Introduction to Wu Shu in general and Qi Gong in particular; historical development of Qi Gong; the various schools of Qi Gong; Qi Gong and health; basic Qi Gong techniques.
Subject Hours The equivalent of 2 hours per week for one semester consisting of lectures, workshops and self managed learning.
Assessment One practical/oral assessment (50%) and one essay of 2000 words (50%). A pass must be gained for each component of the assessment.

HHT1004 UNIVERSITY SKILLS FOR CHINESE MEDICINE STUDIES
Campus St Albans.
Prerequisite(s) Nil.
Content Library orientation and tour; the study of and in an holistic paradigm; introduction to computer skills for Chinese Medicine studies; introduction to Internet skills for Chinese Medicine studies; Chinese Medicine Study Skills; research skills; introduction to active learning, self-managed learning, problem solving and problem based learning; the development of mentor relationships for learning in practice based subjects.
Subject Hours The equivalent of 3 hours per week for one semester consisting of seminars, workshops and self managed learning.
Assessment Two assignments (50% each). All components of assessment must be passed.

HHT1005 CHINESE MEDICAL DIAGNOSIS AND PATHOGENESIS I
Campus St Albans.
Prerequisite(s) HHT1002 Fundamentals of Chinese medicine; or equivalent.
Content The ‘four examinations’; The eight principles of diagnosis; Additional Oriental diagnostic methods e.g. hara diagnosis; the etiology and manifestation of the energetic patterns of disharmony as they pertain to the jing bu, xu xing, gung fu and fundamental substances; Etiology/ pathomechanisms of symptom presentations; Methods of differential diagnosis; Overview of febrile disease differentiation - six channels, four levels, Sun Jiao syndromes; Case Histories and individual symptom differentiation; Materia Medica and Jing-huo system consolidated in relation to diagnostic outcomes.
Subject Hours The equivalent of 6 hours a week for one semester comprising lectures, tutorials, workshops and self managed learning.
Assessment Written test (50%); two practical/oral assessments (25% each) and completion of threshold tasks related to SML.

HHT1006 ACUPUNCTURE POINT LOCATION
Campus St Albans.
Prerequisite(s) HHT1002 Fundamentals of Chinese medicine; or equivalent.
Content Introduction to Jing-huo theory and an overview of acupuncture point function and dynamics; proportional measurements; gross surface anatomy as it pertains to the location of acupuncture points; the location of acupuncture points on the 12 primary meridians, Ren Mai and Du Mai; contraindications of specific acupuncture points; depths of needling of acupuncture points.
Subject Hours The equivalent of 7 hours per week for one semester comprising lectures, workshops and self managed learning.
Assessment Three oral and practical examinations graded: satisfactory/unsatisfactory. All components of assessment must be passed.

### HHT1007 CHINESE PHARMACOPEA

**Campus** St Albans.

**Prerequisite(s)** HHT1002 Fundamentals of Chinese medicine; or equivalent.

**Co-requisite(s)** SBM1529 Introduction to Plant Sciences, HHT1005 Chinese Medical Diagnosis and Pathogenesis I; or equivalent.

**Content** Introduction and overview of the historical development of Chinese herbal medicine; the categories of the Chinese Materia Medica; major herb theories, precautions, naming of herbs: regions, colors, plant names, and alternatives; the categories of the Materia Medica (e.g. Release exterior, clear heat, drain downward, drain dampness, expel wind-damp, transform phlegm and stop cough, aromatically transform dampness, relieve food stagnation regulate Qi, regulate Xue, warm interior and expel cold, tonifying, cough, aromatically transform dampness, relieve food stagnation drain dampness, expel wind-damp, transform phlegm and stop tremors, expel parasites); external applications; Character writing and pronunciation of Chinese Medical terminology will be extended. The characters for the names of the herbs will be emphasized, along with the Latin binomial (botanical) and common names of the herbs.


**Prerequisite(s)** HHT1002 Fundamentals of Chinese medicine; or equivalent.

**Content** During the first two weeks of semester students will attend four two-hour seminars (two per week) in preparation for commencing the clinical program. For the remainder of the semester topics include: sterilization methods and aseptic techniques; sterilization of disposable needles; clinical record keeping and filing; the role of a clinical assistant, appointments, telephone inquiries, client care, dispensary skills (e.g. learning to weigh, identify and package herbs under supervision); learning skills in the clinic, student expectations, patient awareness, practitioner awareness; professional communication, with the client, with the practitioner, with fellow students; contributions to case history discussions. Supervised clinical duties (e.g. assist supervisor or practitioner as requested; prepare and tidy treatment rooms; responsibility for filing patient records and work as receptionist at the HPU and adhere to required dress code).


**Prerequisite(s)** HHT1007 Chinese pharmacopea; HHT1005 Chinese medical diagnosis and pathogenesis; or equivalent.

**Co-requisite(s)** HHT2003 Chinese medical diagnosis and pathogenesis 2; SBM2575 Phytopharmaceutics; or equivalent.

**Content** The Traditional Formulary methods: formulas and treatment methods, the categories of formulas, the composition and changes of formulas; the CM function of specific formulas; usage of each formulas. The categories of the Traditional Formulary (external dispersing, downward evacuating, internal warming, restraining essence, Shen calming, orifice opening, expelling wind and cold, tonifying, cough, aromatically transform dampness, relieve food stagnation drain dampness, expel wind-damp, transform phlegm and stop tremors, expel parasites); external applications; Character writing and pronunciation of Chinese Medical terminology will be extended. The characters for the names of the herbs will be emphasized, along with the Latin binomial (botanical) and common names of the herbs.


**Prerequisite(s)** HHT1002 Fundamentals of Chinese medicine; or equivalent.

**Content** The equivalent of 6 hours per week for one semester comprising lectures, tutorials and self managed learning.

**Assessment** Written assignment of 1200 words (20%); progressive tests (40% in total); final examination (25%); herb recognition exam (15%).
between the various elements and meridians; the functions and dynamics of the major categories of acupuncture points.


**Subject Hours** The equivalent of 3 hours a week for one semester consisting of seminar workshops and self managed learning.

**Assessment** One examination (50%) and one assignment (50%). All components of assessment must be passed.

### HHT2003 CHINESE MEDICAL DIAGNOSIS AND PATHOGENESIS 2

**Campus** St Albans.

**Prerequisite(s)** HHT1005 Chinese Medical Diagnosis and Pathogenesis 1; or equivalent.

**Content** Further development of four the ‘four examinations’, including palpation of channels, points and Hara diagnostic; Detail of the Differential Diagnostic process; Disease etiology illness, Jing tao syndromes, Zang-fu mixed syndromes, Febrile disease differentiation - six channels complicated patterns; Wen Bing detail.


**Assessment** One examination (50%) and one assignment (50%). All components of assessment must be passed.

### HHT2004 TUI NA AND CHINESE MEDICAL BODYWORK TECHNIQUES

**Campus** St Albans.

**Prerequisite(s)** HHT2004 Chinese Medical Diagnosis and Pathogenesis 1; HHT1006 Acupuncture Point Location; or equivalent.

**Content** Adult and pediatric Tui Na techniques. Client care (privacy and sensitivity). Consolidation of Channel pathways, point location and functions of major points used in Tui Na practice Gua Sha techniques and protocols. Cupping and Moxibustion theory and practice. Contra-indications for Tui Na, Gua Sha, Moxibustion and Cupping.


**Assessment** Tui Na practical and oral assessments (40%); cupping & moxibustion practical and oral assessments (40%); Gua Sha practical and oral assessments (20%). A pass must be gained for each component of the assessment.

### HHT2005 CHINESE MEDICINE ASEPSIS AND STERILIZATION

**Campus** St Albans.

**Prerequisite(s)** SBM1525 Anatomy and Physiology 2; HHT1006 Acupuncture Point Location.; or equivalent.

**Content** Asepsis in Chinese Medicine practice; disinfection and sterilization in Chinese Medicine practice; basic microbiology and epidemiology for Chinese Medicine practice; cross infection, infection control and risk factors in Chinese Medicine practice; legal issues for the safe practice of acupuncture and herbal medicine.


**Assessment** One examination (50%) and two lab reports (25% each). All components of assessment must be passed.

### HHT2006 ACUPUNCTURE NEEDLING

**Campus** St Albans.

**Prerequisite(s)** HHT2006 Acupuncture Point Location; HHT2002 Acupuncture Point Dynamics and Jing Luo Theory; SBM1525 Anatomy and Physiology 2, or equivalent.

**Co-requisite(s)** HHT2005 Chinese medicine asepsis and sterilization; SBM2515 Surface Anatomy, or equivalent.
HHT3001 INTERNAL MEDICINE

**Campus** St Albans.

**Prequisite(s)** HHT2001 Fundamental Herbal Formulas; HHT2006 Acupuncture Needling; or equivalent.

**Co-requisite(s)** HHK3002 Acupuncture Therapeutic Applications; or HHI3003 Therapeutic Applications – Chinese Herbal Medicine; or equivalent.

**Content** This subject examines in detail traditional Chinese internal medicine (Nei Ke) based on the fifty two disorders as specified in the classic the *Jin Gui Yao Lue* and additional disorders of clinical significance. The diagnosis of these disorders and their differentiation into patterns (zheng) according to the system of *bian zheng luo zheng* receives detailed attention. The origin of each disorder and the pathomechanisms by which its symptoms manifest and develop are discussed. The design of treatment interventions using herbal prescription, acupuncture, moxibustion and dietary therapy (shi liao) according to the differentiation of the disorder is examined.


**Subject Hours** The equivalent of 6 hours a week for two semesters consisting of lectures, tutorials and self managed learning.

**Assessment** One assignment (10%); three theory tests (45%); two practical exams (25%); one final exam (20%). A pass must be gained for each component of the assessment.

HHT3002 MAJOR CLASSICS - NEI JING

**Campus** St Albans.

**Prerequisite(s)** HHT1002 Fundamentals of Chinese Medicine; or equivalent.

**Content** Specific attention will be directed to such ideas as yin-yang; wu xing; the heaven, earth and humanity principle; the nature and meaning of Shen; the different ways of specifying and locating Qi in the body and external world; the notion of body-mind; the cultivation of life (Qi) and the idea of the good practitioner. The exploration of Nei Jing ideas is linked to major philosophical concepts, which inform the theory and practice of CM.


**Subject Hours** The equivalent of 3 hours a week for one semester comprising lectures and self managed learning.

**Assessment** One written assignment of 1500 words (50%) and one exam (50%). A pass must be gained for each component of the assessment.

HHT3003 COUNSELLING SKILLS FOR CHINESE MEDICAL PRACTICE

**Campus** St Albans.

**Prerequisite(s)** HHK2004 Acupuncture Clinical Practice 2; or HHI12004 Pharmacy and Clinical Practice 2; or equivalent.

**Content** This subject explores and reflects upon the evolution of current popular counselling techniques. The subject allows the student to experience how they may adapt counselling techniques to the CM framework of clinical practice. This subject explores many facets of the client/practitioner relationship, ethical issues, professionalism and confidentiality. In preparation for the student's future role as primary health care CM practitioners, the subject will also cover such topics as death and dying, trauma, sexual, emotional and physical abuse, the elderly and multi cultural counselling.


**HHT3001 CLINICAL PHARMACOLOGY FOR CHINESE MEDICAL PRACTICE**

**Campus** St Albans.

**Prerequisite(s)** SMB2575 Phytopharmaceutics; HHT2001 Fundamental Herbal Formulas; SMB3515 Clinical Pharmacology and Pathophysiology; or equivalent.

**Content** Concentration response relationships, adsorption of drugs, xenobiotics and drug / xenobiotic distribution; metabolism of xenobiotics including roles in drug elimination, detoxification, production of toxic and mutagenic intermediates, excretion, pharmacokinetics and clearance; overview of drugs used in major diseases in relation to drug mechanisms, basic pharmacokinetics, adverse reactions and interactions known to occur with herbal remedies; the interface between the biological actions of herbs and modern pharmaceuticals; current scheduling process for therapeutic products; reporting procedures for adverse drug/herb interactions.


**Subject Hours**
- The equivalent of 3 hours a week for one semester consisting of lectures, seminars and self managed learning.
- One two hour examination (50%) and one written assignment of 2000 words (50%). A pass must be gained in each component of assessment.

**Assessment**
- Class participation (25%); reflective journal of 1000 words (50%). A pass must be gained in each component of the assessment.

**HHT4001 CASE CONFERENCES AND CLINICAL ISSUES**

**Campus** St Albans.

**Prerequisite(s)** HHT3001 Internal Medicine; or equivalent.

**Content** Topics covered are determined by the experience students have in treating clients. The subject will also revisit aspects of their stream specific specialities as well as areas common to all students within the Chinese Medicine course. Case conferencing will require students to present to the class cases they have treated within the Victoria University clinical locations, giving full history and treatments given. Students will be encouraged to discuss and reflect upon all aspects of the clinical encounter.


**Subject Hours** The equivalent of 46 hours over two semesters consisting of seminar workshops and self directed learning. The semester two aspect of this subject will be delivered in its entirety before the mid-semester break to allow students to undertake their final clinical internship in China.

**Assessment** Class participation (20%); oral presentation assessment (40%); written assignment (40%). A pass must be gained for each component of the assessment.

**HHT4002 RESEARCH METHODS FOR CHINESE MEDICINE**

**Campus** St Albans.

**Prerequisite(s)** HHT3001 Internal Medicine; HHT1002 Fundamentals of Chinese Medicine; or equivalent.

**Content** Introduction to CM research design and methodology; Paradigms of research; Ways of obtaining CM knowledge; Quantitative and qualitative research methods; Research ethics; The application of the scientific method to CM research; Non-experimental research designs; The evaluation of research; The computer as a research tool; Scientific writing and the communication of research.


**Subject Hours** The equivalent of 5 hours a week for one semester consisting lectures, tutorials and self managed learning.

**Assessment** Two assignments (25% each); one written test (50%); and satisfactory completion of threshold tasks related to SML. A pass must be gained in each component of assessment.
HHT4003 CHINESE MEDICAL SPECIALTIES

Campus St Albans.

Prerequisite(s) HHT3001 Internal Medicine; or equivalent.

Content Attention will be given to enhancing the student’s theoretical knowledge of CM diagnosis, etiology, treatment principles and management strategies with regard to obstetrics, gynecology, dermatology and pediatrics.


Subject Hours The equivalent of 3 hours a week for one semester comprising lectures and self managed learning.

Assessment Assignment of 800-1200 words (45%); theory exam (55%). A pass must be gained for each component of the assessment.

HHT4004 PROFESSIONAL ISSUES FOR CHINESE MEDICAL PRACTICE

Campus St Albans.

Prerequisite(s) HHK3004 Acupuncture Clinical Practice 4; or HH13003 Advanced Clinical Practice 2 – Chinese Herbal Medicine; or equivalent.

Content Community health: legal aid, relationship Counselling, child guidance, rehabilitation services, fertility clinics etc; practice management: employer responsibilities, record keeping, taxation, workers compensation, legal and civil requirements; Department of Health regulations: local council regulations, licensing of premises, public risk, the practitioners responsibilities; the bioethical requirements of the profession as they relate to research and to professional practice; CM organizations: professional accreditation, health funds and indemnity insurance, peer group associations Australian and international, the current status of CM; CM health politics; an update on recent research into CM; CM and health education and promotion; exposure to alternative perspectives on health care: osteopathy, chiropractic, physiotherapy, Alexander technique etc; naturopathy, European medical herbalism and homoeopathy; psychology; working in various clinical settings.


Subject Hours The equivalent of 40 hours for one semester comprising lectures, seminars and self directed learning. This subject will be delivered in its entirety before the end semester break to allow students the opportunity to undertake their final clinical internship in China.

Assessment Class presentation (30%); Public presentation report of 800 words (20%); and written assignment of 2000 words (50%). A pass must be gained in each component of assessment.

HHT4005 CHINESE MEDICINE ACUTE INTERVENTIONS

Campus St Albans.

Prerequisite(s) SBM3515 Clinical pathophysiology; HHT4003 Chinese medical specialties; or equivalent.

Content Basic first aid; the diagnosis, treatment, monitoring and management of acute onset of illness; the diagnosis, treatment, monitoring and management of clinical emergencies.


Subject Hours The equivalent of 40 hours for one semester consisting of workshops and self managed learning. This subject will be delivered in its entirety before the mid-semester break to allow students to undertake their final clinical internship in China.

Assessment Oral/practical assessment graded: satisfactory/unsatisfactory; one assignment (50%); one examination (50%). All components of assessment must be passed.

HHT4114 EMERGENCY MEDICINE

Campus St Albans.

Prerequisite(s) HHP3434 Counselling Skills for TCM Practitioners; SBM3554 Clinical Pathophysiology and either HHR3244 A & M Therapeutic Applications; HHA3654 Clinical Practice (A&M) 5 or HHH3118 Internal Medicine ; HHIC3164 Advanced Clinical Practice (CM); or equivalent.

Content The student will utilise knowledge of human anatomy, physiology, pathophysiology and Traditional Chinese Medicine to critically evaluate a situation and safely and effectively administer first aid, resuscitation and emergency care (from both the Western Medical and Traditional Chinese Medical perspective) as required in a clinical or hospital environment. The students clinical judgement and decision-making skills will be further developed to include assessment of a range emergency signs and symptoms that may
arise in clinical and hospital settings including the following: acute respiratory failure, asthma, acute cardiac failure, substance abuse, emergency childbirth, trauma, burns, pediatric fever, seizures, stroke, cardiovascular accidents, coma, loss of consciousness, head trauma, drowning, acute pain, appendicitis, acute emotional distress, foreign body inhalation and dehydration.


**Subject Hours** Fifty two hours for one semester comprising lectures and workshops or equivalent.

**Assessment** One practical assessment, 60%; one test, 40%. A pass must be gained for each component of the assessment.

**HHT4124 PROFESSIONAL ISSUES**

**Campus** St Albs.

**Prerequisite(s)** HHA 4174 Clinical Internship 1 (A&M), or HHC 4164 Clinical Internship 1 (CM); or equivalent.

**Content** Community Health; legal aid, relationship Counselling, child guidance, rehabilitation services, fertility clinics etc., practice management; employer responsibilities, record keeping, taxation, workers compensation, legal and civil requirements, Department of health regulations, local council regulations, licensing of premises, public risk, the practitioners responsibilities. TCM organizations; professional accreditation, health funds and indemnity insurance, professional group associations - Australian Naturopaths, Australian Naturopaths, the current status of TCM; TCM health politics; an update on recent research in TCM, TCM and health education and promotion; alternative perspectives on health care: osteopathy, chiropractic, physiotherapy, Alexander technique etc; naturopathy, homeopathy, psychology, and working in various clinical settings.


**Recommended Reading** Current Small Business Victoria handbooks.

**Subject Hours** The equivalence of 52 hours per semester.

**Assessment** Class presentation, 30%; public presentation, 20% (800 words); written assignment(s), 50% (2500 words). A pass must be gained for each component of the assessment.

**HHU1129 CLINICAL PRACTICUM 1**

**Campus** City Flinders.

**Prerequisite(s)** Nil.

**Co-requisite(s)** HHA11299 Anatomy 1; HHH1529 Osteopathic Science 1; HHP1329 Physiology 1; or equivalent.

**Content** This subject introduces students to the way in which osteopathy is practiced in the clinical setting, both clinically and ethically, by observation of both student and registered practitioners in a variety of settings. The students will develop an awareness of how osteopathy is practiced in clinical settings. They will also learn first-aid skills. Content will include: Introduction to clinical osteopathic practice, to make students aware of the expectations of them in clinic. To standardise students’ ethics, first aid skills and professional behaviour. Level two first aid certificate course. Observation of patient consultations within the osteopathic outpatient clinic. Observation of registered practitioners consulting patients within their own practices. Clinical tutorials.

**Required Reading** This is a clinical subject and has no specific required reading. However, relevant material is contained in the reading for HHU11299 Osteopathic Science 1.

**Subject Hours** Level 2 first aid certificate, 25 hours; clinical practice tutorials and workshops 50 hours over two semesters comprising 2 hours a week for 25 weeks.

**Assessment** Level 2 first aid certificate, satisfactory/unsatisfactory; clinical practice, completion of required hours attendance and skills assessments as recorded in clinical diary.

**HHU2129 CLINICAL PRACTICUM 2**

**Campus** City Flinders.

**Prerequisite(s)** HHO1529 Osteopathic Science 1; HHA11299 Anatomy 1; HHP1329 Physiology 1; HHU11299 Clinical Practicum 1; or equivalent.

**Co-requisite(s)** HHO2549 Osteopathic Science 2; HHA2249 Anatomy 2; HHP2349 Physiology 2; or equivalent.

**Content** The subject aims to further develop students awareness of the requirements for osteopathic practice and to reinforce the case history taking and examination skills taught in HHO2549 Osteopathic Science 2. By the end of the subject the students should be sufficiently competent in basic history taking, technique and patient handling skills to be ready to begin treating patients under supervision in year 3. Content will include: Continuation of subject allowing further development of skills acquired during HHA11299 Anatomy 1; HHH1529 Osteopathic Science 1. To reinforce professional ethics and preparatory skills. To practice the skill of interviewing/case history taking. To demonstrate the application of basic clinical skills. Increasing observation of patient consultations with qualified supervision. Preparatory technique application within patient consultation. Practical workshops relating to consultation, basic clinical and osteopathic examination, including diagnosis and management. Reinforcement of basic physical examination skills.

**Required Reading** This is a clinical subject and has no specific required reading, however, relevant material is contained in the reading for HHO2549 Osteopathic Science 2.

**Subject Hours** Three hours workshops/tutorials per week for 46 weeks and sixteen hours external placement – total 154 hours.

**Assessment** Completion of required hours attendance, skills assessment and patient contacts (initial consultation and returning point) as recorded in clinical diary.

**HHU3129 CLINICAL PRACTICUM 3**

**Campus** City Flinders.

**Prerequisite(s)** HHO3569 Osteopathic Science 3; HHA2249 Anatomy 2; HHP2349 Physiology 2; HHD2749 Clinical Diagnosis and Management 1; HHU2129 Clinical Practicum 2; or equivalent.

**Co-requisite(s)** HHH3569 Osteopathic Science 3; HHA3269 Anatomy 3; HHP3369 Physiology 3; HHD3759 Clinical Diagnosis and Management 2; or equivalent.

**Content** The subject aims to further develop clinical skills from HHU11299 and HHU2129 Clinical Practicum 1 and 2. To introduce the students to treating patients under supervision in the teaching clinic. At the completion of the subject students will be able to apply skills learned in previous Osteopathic Science and Clinical Practicum subjects to the actual treatment of clinic patients, and
will begin to apply diagnostic and treatment planning skills. Content will include: Continuation of subject allowing further development of skills acquired in HHU1129 Clinical Practicum 1, HHU2129 Clinical Practicum 2, HHO1529 Osteopathic Science 1 & HHO2549 Osteopathic Science 2. Reinforcement of the increasing skills in osteopathic techniques, physical examination and clinical management. Development of skills in medical and osteopathic diagnoses and prognosis, including use of adjunctive investigations. urther development of patient interview skills. Continuing observation of patient consultation. Increasing participation as primary clinician in cases. Tutorials on osteopathic and medical clinical skills.

**Required Reading** This is a clinical subject and has no specific required reading. However, relevant material is contained in the reading for HHO3569 Osteopathic Science 3.

**Subject Hours** 6 hours a week for 40 weeks, plus 26 hours external placements – total 266 hours.

**Assessment** Completion of required hours attendances, skills assessments and patient contacts (initial consult and returning patient); completion of required tasks as per clinical diary.

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**HHY2619 PATHOLOGY 1**

**Campus** City Flinders.

**Prerequisite(s)** HHA1129 Anatomy 1; HHP1329 Physiology 1; SBM1738 Cell Structure and Function; or equivalent.

**Content** The subject aims to introduce students to basic concepts and theories of pathology and the development of disease processes. To develop an understanding of the body’s responses to pathological changes. The students will develop an understanding of the pathogenesis and progression of disease, and the body’s response at a gross and cellular level. This will provide the basis for further study in HHY3620 Pathology 2. Content will include: Introduction to basic concepts of pathology and pathophysiology; general principles of disease processes and the body’s response to such changes; infective; acute, sub-acute and chronic; inflammatory; traumatic; neoplastic; degenerative; ischaemic; metabolic; auto-immune etc; tissue response to injury, inflammation, infection, ischaemia, necrosis etc; healing of tissues – following insult both macro and micro; vascular disorders – ischaemia and infarction, thrombosis, embolism.


**Subject Hours** Two hours per week or equivalent for two semesters comprising lectures and tutorial/laboratory workshops.

**Assessment** Semester one: written examination, 60%; assignments, 40%. Semester two: written examination, 60%; assignments, 40%.

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**HHN1113 NURSING PRACTICE 1**

**Campus** St Albans.

**Prerequisite(s)** Nil.

**Co-requisite(s)** HNB1113 Clinical Practice 1; SBM1517 Human Bioscience 1; or equivalent.

**Content** This subject comprises two areas of study. The first area of study introduces students to knowledge and skills required to perform health assessment of the well person. The second enables students to develop beginning skills in using a problem solving approach to provide nursing care for individuals and families across the lifespan. Firstly, the subject enables students to perform an individual health assessment. The focus of assessment will be a healthy person. A nursing framework will be used to guide the development of knowledge and skills required to systematically collect data relating to individuals’ health across the lifespan. This will include taking a health history and performing aspects of a physical examination. Topics include: Health assessment as the first phase of the nursing process; interviewing techniques; preparation for physical examination; physical examination techniques and tools for inspection, palpation, percussion, auscultation; systematic collection of health history data; and data analysis. Secondly, this subject enables students to develop and demonstrate beginning level knowledge and skills in identifying the needs of individuals who require varying degrees of physical, psychosocial and spiritual care. Topics include: the nursing process; principles of nursing care and their application to a range of problems associated with activities of daily living – including assistance in mobilising, eating and drinking, bathing, elimination, rest and relaxation, the provision
of spiritual, social and emotional support; effective communication including self-awareness, helping relationships, non-verbal communication, facilitative communication skills, written communication in nursing. Assessing priorities of care is emphasised, as is the need to individualise care to ensure its appropriateness for each client/patient.


**Subject Hours** Five hours per week for 11 weeks of one semester comprising two hours of lectures, one hour tutorial and two hours of laboratory work.

**Assessment** Assignment 30%; written examination, 50%; tutorial presentation, 20%.

**HNB121 NURSING AS A PROFESSION**

**Campus** St Albans.

**Prerequisite(s)** Nil.

**Content** This subject consists of two units:

**Unit One:** This unit aims to assist students to develop a critical understanding of nursing from historical and contemporary perspectives. It examines historical, social, political and economic influences on nursing, the processes and strategies of professionalisation and professional and legal regulation of nursing. A social view of health will be introduced as the focus for nursing.

**Unit Two:** This unit aims to offer students assistance with the development of skills that are useful for successful participation in nursing academic and Beliefs. This unit is designed so that students select one area of study from one of the following units: numeracy; science in nursing; nursing literacy and computers in nursing.


**Subject Hours** Unit 1: three hours per week for 11 weeks of one semester comprising two hours of lectures and one hour tutorial. Unit 2: one hour per week for 11 weeks of one semester as either lecture, tutorial, seminars, group work or contract learning.

**Assessment** Unit 1: Essay, 100%; Unit 2: completion of selected unit.

**HNB1131 CLINICAL PRACTICE 1 INTRODUCTION TO CLINICAL PRACTICE**

**Campus** St Albans.

**Prerequisite(s)** Nil.

**Co-requisite(s)** HNB1111 Nursing Practice 1; or equivalent.

**Content** This subject is designed to facilitate the application of nursing knowledge to nursing practice. The clinical focus is on developing skills related to health assessment of people.


**Subject Hours** Six hours within one semester comprising four days per week for two weeks.

**Assessment** Clinical assessment – students are expected to demonstrate competence in practice to gain an ungraded pass in this subject.

**HNB121 COMMUNICATION IN HEALTH**

**Campus** St Albans.

**Prerequisite(s)** Nil.

**Content** This subject fosters students’ understanding of factors influencing communication and aims to facilitate the development of interpersonal communication skills relevant to a variety of settings. Topics include: conceptualising communication – the self,
the dyad and the group; interpersonal communication in the health care context; non-verbal communication; communication skills – a study of communication skills in an experiential learning context including the helping skills: attending, listening and responding with empathy; beginning skills in interviewing and facilitating groups; conflict and negotiation; organisational communication in health care and other settings.

**Required Reading** To be advised by lecturer.


**Subject Hours** Two hours per week over one semester. A range of teaching/learning approaches will be used in this subject including lectures and a workshop.

**Assessment** Journal, 30%; audiotaped interview, 70%.

### HNB1231 INTEGRATING NURSING KNOWLEDGE 1

**Campus** St Albans.

**Prerequisite(s)** HNB1111 Nursing Practice 1; HNB1131 Clinical Practice 1; SBM1517 Human Bioscience 1; or equivalent.

**Co-requisite(s)** HNB1211 Nursing Practice 2; HNB1231 Clinical Practice 2; or equivalent.

**Content** This subject consists of two units:

1. **Unit One**: This unit provides students with an introductory understanding of the concepts of knowledge and nursing knowledge. It further provides students with the opportunity to integrate nursing knowledge with knowledge from other discipline studies. Utilising a framework of critical thinking, students learn to apply this knowledge in clinical practice decision making.

2. **Unit Two**: This unit aims to offer students further assistance with the development of skills for nursing academic studies. The unit is designed so that students select: nursing numeracy; science in nursing; nursing literacy and computers in nursing. Students may elect to build on the area of study selected in Semester 1, Unit two of HNB1112 Nursing as a Profession.

**Required Reading** To be advised by the lecturer.


**Subject Hours** Unit 1: two hours per week for one semester comprising one one-hour lecture and one one-hour tutorial; Unit 2: one hour per week for one semester comprising a one one-hour tutorial some of which may be self-directed.

**Assessment** Unit 1: Presentation and analysis of a debate, 100%; Unit 2: completion of selected unit.

### HNB2131 CLINICAL PRACTICE 2: BASIC CARE SKILLS

**Campus** St Albans.

**Prerequisite(s)** HNB1131 Clinical Practice 1; or equivalent.

**Co-requisite(s)** HNB1211 Nursing Practice 2; or equivalent.

**Content** This subject is designed to facilitate the application of theory and skills presented in HNB1131 Nursing Practice 1 and HNB1211 Nursing Practice 2. Students will participate in the delivery of health care in selected clinical settings. The clinical focus is on developing skills related to assessment and care of people who require medical and surgical nursing. The ANCI National Competencies will be used as a basis for clinical education and assessment.


**Subject Hours** 56 hours within one semester comprising four days per week for two weeks.

**Assessment** Clinical assessment – students are expected to demonstrate competence in practice to gain an ungraded pass in this subject.

### HNB2111 ACUTE CARE NURSING 1

**Campus** St Albans.

**Prerequisite(s)** HNB1131 Nursing Practice 2; HNB1221 Integrating Nursing Knowledge 1; HNB1231 Clinical Practice 2: Basic Care Skills; SBM1527 Human Bioscience 2; or equivalent.

**Co-requisite(s)** HNB2131 Clinical Practice 3: Acute Care Nursing 1; HNB2122 Integrating Nursing Knowledge 2; SBM2516 Human Bioscience 3; or equivalent.

**Content** This subject is designed to assist the integration of bioscience, psychosocial and cultural concepts, nursing knowledge and practice. Using problem based learning techniques, this subject will seek to provide students with beginning level skills to critically evaluate current literature and research findings on acute and chronic medical conditions and surgical procedures. Topics will include concepts of illness, principles related to pain management, perioperative care, wound care and standard precautions, pharmacology; and the management of clients experiencing a range of acute and chronic conditions. A systems approach will be used to structure topic areas across this and HNB2211 Acute Care Nursing 2, with the use of Gordon’s 11 functional health patterns to assist the structure of nursing assessment. A range of acute care skills will be demonstrated and practised in the skills learning laboratories to enable students to become competent in the organisation and delivery of nursing care in the clinical area.


**Subject Hours** Seven hours per week for 11 weeks of one semester, comprising four hours of lectures, one one-hour tutorial, and one two-hour skills laboratory.

**Assessment** A three-hour examination at the end of semester; a written assignment; and a skills performance assessment. A
satisfactory grade in all components is normally required to gain an overall pass in this subject.

HN B2121 NURSING & CULTURAL DIVERSITY

Campus St Albans.

Prerequisite(s) APT1320 Psychology 2, ASE1410 Sociology of Health and Illness; or equivalent.

Content This subject aims to develop students' understanding of the differing meanings of the concept of culture and various perspectives on culture(s) in the context of nursing practice and to develop an awareness of people's differing cultural/ethnic backgrounds, health/illness perceptions, and the issues confronting various ethnic and cultural groups, including Aboriginal Australians, within Australia from the perspective of the registered nurse. The subject explores the importance of cultural differences in the complex relationships between people and health workers within the health care system in order to enhance students' abilities to offer nursing/health care which is culturally relevant to individuals and groups. Students will be encouraged to explore the impact of their cultural backgrounds and how these inform their own values, beliefs and behavior as beginning nursing professionals.


Subject Hours Two hours per week for 11 weeks of one semester, comprising one two-hour lecture.

Assessment Assignment, 100%.

HN B2122 INTEGRATING NURSING KNOWLEDGE 2

Campus St Albans.

Prerequisite(s) HNB2121 Integrating Nursing Knowledge 1; or equivalent.

Co-requisite(s) HNB2111 Acute Care Nursing, HNB2131 Clinical Practice 3: Acute Care Nursing 1; or equivalent.

Content Designed to build on and enhance students' awareness of the broad dimensions of nursing practice, the integrating elements of this subject are presented as problem based case scenarios. Based on authentic situations, the case studies incorporate concepts from nursing, and the social and biological sciences. Students are provided with the opportunity to integrate their understanding of the interrelationships between these areas through the use of inquiry and processing skills and self directed learning.

Required Reading To be advised by lecturer.


Subject Hours Twenty two hours for one semester consisting of tutorials and experiential learning activities.

Assessment Clinical simulation (35%); case study presentation (30%), a case study portfolio (35%).

HN B2131 CLINICAL PRACTICE 3: ACUTE CARE

NURSING 1

Campus St Albans.

Prerequisite(s) HNB1211 Nursing Practice 2; HNB1221 Integrating Nursing Knowledge 1; HNB1231 Clinical Practice 2: Basic Care Skills; SMB1527 Human Bioscience 2; or equivalent.

Co-requisite(s) HNB2111 Acute Care Nursing 1; HNB2122 Integrating Nursing Knowledge 2; SMB2516 Human Bioscience 3; or equivalent.

Content This subject involves the integration of concepts of nursing and related disciplines through the practice of nursing. As part of the clinical practicum of the course, students will participate in the delivery of client health care in selected acute care settings. Students will be guided toward achievement of the Australian Nursing Council Incorporated (ANCI) competencies, with the support and supervision of clinical teachers and/or preceptors at selected agencies.


Subject Hours 160 hours for one semester, comprising five days per week for four weeks.

Assessment In order to gain an ungraded pass in this subject, students are expected to demonstrate competence in clinical practice by providing comprehensive nursing care to a minimum of two acutely ill clients/patients. Attendance at the student's assigned clinical venue/s is compulsory.

HN B2111 ACUTE CARE NURSING 2

Campus St Albans.

Prerequisite(s) HNB2111 Acute Care Nursing 1; HNB2122 Integrating Nursing Knowledge 2; HNB2131 Clinical Practice 3: Acute Care Nursing 1; SMB2516 Human Bioscience 3; or equivalent.

Co-requisite(s) HNB2222 Integrating Nursing Knowledge 3; HNB2231 Clinical Practice 4: Acute Care Nursing 2; SMB2526 Human Bioscience 4; or equivalent.

Content This subject continues to assist the integration of bioscience, psychosocial and cultural concepts, nursing knowledge and practice. Using a multimedia approach, this subject will facilitate students to critically evaluate current literature and research findings on acute and chronic medical conditions and surgical procedures. Problem based learning strategies will be utilised through selected case studies. Topics will include the management of clients experiencing a range of acute and chronic conditions, and the related pharmacological concepts. A systems approach will be used to structure topic areas across this and HNB2111 Acute Care Nursing 1, with the use of Gordon's 11 functional health patterns to assist the structure of nursing assessment. A range of acute care skills will be demonstrated and practised in the skills learning laboratories to enable students to become competent in the organisation and delivery of nursing care in the clinical area.

**Recommended Reading**


**Subject Hours**
Five hours per week for 11 weeks of one semester, comprising three hours of lectures, and one two-hour skills laboratory.

**Assessment**
A three-hour examination at the end of semester; a written assignment; and a skills performance assessment. A satisfactory grade in all components is normally required to gain an overall pass in this subject.

**HNB2212 PSYCHIATRIC NURSING CARE 1**

**Campus**
St Albans.

**Prerequisite(s)**
HNB1212 Communication in Health; HNB2131 Clinical Practice 3: Acute Care Nursing 1; APT2330 Psychosocial Aspects of Health and Illness; or equivalent.

**Co-requisite(s)**
HNB2232 Clinical Practice 5 Psychiatric Nursing Care 1; or equivalent.

**Content**
To develop students’ knowledge, skills and attitudes to promote mental health and to meet the needs of people with altered mental health status in institutional and community settings. Topics include: defining mental health and mental illness; anxiety and coping mechanisms; legal and ethical issues in psychiatric nursing care; the history of behaviour; psychopathology; nursing interventions for persons with psychiatric disorders including schizophrenia and other psychotic states, mood disorders, anxiety related disorders, personality disorders, substance use disorders, eating disorders. Contemporary and topical issues in psychiatric nursing care and therapeutic modalities in psychiatric care.

**Required Reading**

**Recommended Reading**

**Subject Hours**
Three hours per week for 11 weeks of one semester, comprising two hours of lectures and one hour for tutorials.

**Assessment**
Tutorial presentation, 50%; examination, 50%. Students are normally required to pass both assessment requirements.

**HNB2222 INTEGRATING NURSING KNOWLEDGE 3**

**Campus**
St Albans.

**Prerequisite(s)**
HNB2122 Integrating Nursing Knowledge 2; or equivalent.

**Co-requisite(s)**
HNB2211 Acute Care Nursing 2; HNB2231 Clinical Practice 4: Acute Care Nursing 2; or equivalent.

**Content**
Building on concepts from nursing, social and biological sciences, law and ethics, this subject further develops the knowledge gained in HNB2212 Integrating Nursing Knowledge 2. The integrating elements of the subject will be presented as a case scenario which provides the opportunity for the student to use inquiry and processing skills in the theory and practice of nursing. A feature of the subject will be the opportunity for students to develop self-directed learning skills.

**Required Reading**
To be advised by lecturer.

**Recommended Reading**

**Subject Hours**
Twenty hours for one semester consisting of tutorials and experiential learning activities.

**Assessment**
Clinical simulation (35%); case study presentation (30%); case study portfolio (35%).
HN2231 CLINICAL PRACTICE 4: ACUTE CARE NURSING 2

Campus St Alburns.

Prerequisite(s) HNB2111 Acute Care Nursing 1; HNB2122 Integrating Nursing Knowledge 3; HNB2131 Clinical Practice 3: Acute Care Nursing 1; SBM2516 Human Bioscience 3; or equivalent.

Co-requisite(s) HNB2211 Acute Care Nursing 2; HNB2222 Integrating Nursing Knowledge 3; SBM2526 Human Bioscience 4; or equivalent.

Content This subject is designed to facilitate students' application of theory and skills presented in nursing and related discipline subjects, through the practice of nursing in the acute care setting. Students will be guided toward achievement of the Australian Nursing Council Incorporated (ANC1) competencies, with the support and supervision of clinical teachers and/or preceptors at selected agencies.


Subject Hours 120 hours for one semester, comprising of 15 days x 8 hours per day continuous experience in institutional and non-institutional settings).

Assessment Students must successfully complete the following assessment to obtain an ungraded pass (S) for this subject: (a) Mental State Assessment; and (b) conduct two psychotherapeutic skills.

HN2311 AGED CARE

Campus Footscray Park, St Alburns.

Prerequisite(s) HNB2211 Acute Care Nursing 2; HNB2231 Clinical Practice 4: Acute Care Nursing 2; or equivalent.

Co-requisite(s) HNB3131 Clinical Practice 6: Aged Care; or equivalent.

Content This subject aims to develop student awareness and knowledge about ageing, the health concerns of the older person and their special needs. It will examine key issues in gerontological nursing and essential elements of planning care so that students can assist the older person and their family and provide care that is safe, effective and sensitive. Topics to be covered include: the demography of the ageing population; community resources and services available to older people; beliefs about ageing; the normal ageing process; the physiological and psychosocial consequences of deteriorating physical and mental health with respect to old age, sexuality and ageing; and the factors that influence the care of the older person such as culture, sleep and rest, nutrition, mobility, exercise, and loss and adjustment.


Subject Hours Five hours per week for eight weeks of one semester, comprising one two-hour lecture and one three-hour tutorial.

Assessment Oral presentation, 20%; assignment, 40%; examination, 40%.

HN3112 HEALTH IN THE COMMUNITY

Campus Footscray Park, St Alburns.

Prerequisite(s) HNB2211 Acute Care Nursing 2; HNB2231 Clinical Practice 4: Acute Care Nursing 2; or equivalent.


Subject Hours 120 hours for one semester, (comprised of 15 days x 8 hours per day continuous experience in institutional and non-institutional settings).

Assessment Students must successfully complete the following assessment to obtain an ungraded pass (S) for this subject: (a) Mental State Assessment; and (b) conduct two psychotherapeutic skills.
family health. Particular emphasis will be placed on the recently introduced health streams which establish a framework for community based nursing practice; in the areas of general, acute and coordinated care as well as public health. Important concepts such as need, equity, community participation, intersectoral action and health promotion will also be addressed, in the context of recent health care sector reforms.


**Subject Hours** Five hours per week for eight weeks of one semester, comprising one two-hour lecture and one three-hour tutorial.

**Assessment** Essay, 70%; journal, 30%.

**HNB3813 HEALTH CARE OF THE FAMILY**

**Campus** Footscray Park, St Albans.

**Prerequisite(s)** HNB2211 Acute Care Nursing 2; HNB2231 Clinical Practice 4: Acute Care Nursing 2; or equivalent.

**Content** The focus of this subject is on the nursing care of the healthy family during the reproductive and childbearing cycle. The emphasis will be on promotion of health and prevention of disease. A developmental framework will be used for the assessment and care of the beginning family. Major areas to be covered include family development, pregnancy, labour/delivery, the puerperium, care of the neonate, adaptation to parenthood, care of the children from infancy to adolescence; and discussion of current and related issues in family health care.


**Subject Hours** Five hours per week for eight weeks of one semester, comprising four hours of lectures and one one-hour tutorial.

**Assessment** Written examination, 50%; assignment, 40%; tutorial presentation, 10%.

**HNB3812 RESEARCH IN NURSING**

**Campus** Footscray Park, St Albans.

**Prerequisite(s)** HNB2222 Integrating Nursing Knowledge 3; or equivalent.

**Content** This subject aims to provide students with a fundamental knowledge of research methodologies to enable students to evaluate research studies and determine the significance of research findings. The content of this subject includes: a review of positivist methodology, the scientific method of inquiry and statistical analysis; and a review of qualitative methodologies, methods and analysis.


**Subject Hours** Three hours per week for one semester, comprising one two-hour lecture and one one-hour tutorial.

**Assessment** Assignment work, 60%; written examination, 40%.

**HNB3813 CLINICAL PRACTICE 6: AGED CARE**

**Campus** Footscray Park, St Albans.

**Prerequisite(s)** HNB2221 Acute Care Nursing 2; HNB2231 Clinical Practice 4: Acute Care Nursing 2; or equivalent.

**Co-requisite(s)** HNB3112 Aged Care; or equivalent.

**Content** This subject will allow students to apply their knowledge and participate in the delivery of care to older people in a range of settings. Students will also have the opportunity to analyse the resources and services available in the community for older people.


**Subject Hours** Ninety-six hours of clinical experience, comprising of four days per week for three weeks.

**Assessment** An ungraded pass will be awarded upon demonstrated competence in practice and attendance at the selected clinical venues.

**HNB3812 CLINICAL PRACTICE 7A: PRIMARY HEALTH CARE**

**Campus** Footscray Park, St Albans.

**Prerequisite(s)** HNB2221 Acute Care Nursing 2; HNB2231 Clinical Practice 4: Acute Care Nursing 2; or equivalent.

**Co-requisite(s)** HNB3112 Health in the Community; or equivalent.

**Content** Students will be required to attend twelve days clinical experience at the completion of the related theory subject, HNB3112 Health in the Community. The RDNS will provide students with experience in primary health care, acute and post-acute care, and coordinated care nursing. Students will also gain that focuses on public health, primary health care, and health promotion activities.


**Subject Hours** Ninety-six hours of clinical experience, comprising of four days per week for three weeks.

**Assessment** Students are expected to demonstrate competence in clinical practice in order to gain an ungraded pass in this subject. Attendance at clinicals is compulsory.

**HNB3813 CLINICAL PRACTICE 7B: HEALTH CARE OF THE FAMILY**

**Campus** Footscray Park, St Albans.
HNB311 PALLIATIVE CARE

Campus St Albans

Prerequisite(s) HNB2211 Acute Care Nursing 2; HNB2231 Clinical Practice 4: Acute Care Nursing 2; or equivalent.

Co-requisite(s) HNB3113 Health Care of the Family; or equivalent.

Content This practicum is intended to assist the student in developing beginning skills in the nursing care of the healthy family during the reproductive and childbearing cycle. Opportunities will be provided for students to participate in the planning, monitoring, and evaluation of family health care; in a variety of maternity, family, and paediatric settings.


Subject Hours Ninety-six hours of clinical experience, comprising of four days per week for three weeks.

Assessment Satisfactory achievement of the specified competencies and submission of a reflective journal. Attendance at clinical placements is compulsory.

HNB321 RURAL HEALTH

Campus St Albans

Prerequisite(s) Nil.

Co-requisite(s) HNB3232 Clinical Practice 8b: Rural Health; HNB3112 Health in the Community; or equivalent.

Content In this subject students will explore the issues associated with professional nursing practice in rural and remote areas. The policy issues, context, and challenges associated with providing health care and services to individuals, families and communities living in rural and remote areas will be examined. Special attention will be given to the socio-demographic, political, economic and environmental factors that are distinctive of rural and remote health care.


Subject Hours The equivalent of eight hours per week for five weeks, comprising lectures, seminars and tutorials.

Assessment Essay, 100%.

HNB323 PSYCHIATRIC NURSING CARE 2

Campus St Albans

Prerequisite(s) HNB2212 Psychiatric Nursing Care 1; HNB2232 Clinical Practice 5: Psychiatric Nursing; or equivalent.

Co-requisite(s) HNB3233 Clinical Practice 8c: Psychiatric Nursing Care 2; or equivalent.

Content This subject will further develop students’ knowledge and skills to assess, manage and monitor the overall care of people with altered mental health status in institutional and community based settings. Topics include: Psychodynamic case formulation; crisis intervention; case management / monitoring; Individual and group psychotherapy; psychiatric consultation-liaison; psychosocial rehabilitation; psychiatric emergencies; individuals groups with special needs; professional issues and challenges in psychiatric nursing practice.


Subject Hours: 40 hours, comprising four hours of lectures and four hours of tutorial per week for five weeks of one semester.
Assessment: Case study presentation 1, (30%); case study presentation 2, (30%); and written assignment (40%).

HN324 CRITICAL CARE NURSING
Campus: St Albans.
Prerequisite(s): HNB2211 Acute Care Nursing 2; HNB2231 Clinical Practice 4: Acute Care Nursing 2; or equivalent.
Co-requisite(s): HNB3234 Clinical Practice 8d: Critical Care Nursing; or equivalent.
Content: This subject examines the care of critically ill patients. Content will include psychosocial and ethical issues relevant to critical care; haemodynamic, cardiac, cardiovascular, fluid and electrolyte, nutritional, ventilation, neurological, and anaesthesia monitoring and management practices relevant to critical care.
Subject Hours: 40 hours comprising lectures, tutorials and workshops.
Assessment: Written examination, 100%.

HN3221 PROFESSIONAL PROCESSES
Campus: Footscray Park, St. Albans.
Prerequisite(s): HNB2211 Acute Care Nursing 2; HNB2231 Clinical Practice 4: Acute Care Nursing 2; or equivalent.
Content: These units provide students with the opportunity to examine critically organisational theory and principles of management; and health education in nursing practice to understand issues surrounding professional practice.
Unit 1: Organisational Theory and Principles Of Management
These theories and principles will be explored in relation to their application to the health care setting. Topics include organisational theories; principles of management relating to decision making, leadership, supervision, and performance appraisal. Management techniques concerning committees, interviewing, conflict and time management. This unit will also facilitate students' identification and understanding of the role of the graduate nurse, with an awareness of everyday difficulties they may encounter while being responsible and accountable for their practice. Strategies to secure employment or deal with difficulties encountered in practice will also be covered.
Unit 2: Health Education in Nursing Practice
This unit introduces students to the principles of education and the role of education in nursing practice. Topics include education; principles of teaching and learning; adult learning and its approaches; approaches to client/patient education; and change in health care delivery systems.
Subject Hours: Three hours per week for ten weeks, comprising two hours of lectures and one one-hour tutorial.
Assessment: Seminar, 20%; assignment, 50%; tutorial presentation, 30%.

HN3222 HEALTH CARE AND HEALTH POLICY
Campus: Footscray Park, St. Albans.
Prerequisite(s): HNB2222 Integrating Nursing Knowledge 3; or equivalent.
Content: This subject aims to provide students with an understanding of health care and health care policy in Australia. The content includes the examination of the major determinants of health; forces and structures that are significant in policy development and service delivery; significant socio-cultural, political and economic factors that influence health care delivery systems; and exploration of recent policy initiatives and their impact on the community.
Subject Hours: Ten weeks of three hours per week; comprising one one-hour lecture, one one-hour tutorial, and one one-hour seminar.
Assessment: Class Presentation 50%; Assignment 50%.

HN3231 CLINICAL PRACTICE 8A: PALLIATIVE CARE
Campus: Footscray Park, St. Albans.
Prerequisite(s): HNB2211 Acute Care Nursing 2; HNB2231 Clinical Practice 4: Acute Care Nursing 2; or equivalent.
Co-requisite(s): HNB3211 Palliative Care; or equivalent.
Content: This subject will provide students with an opportunity to apply the principles and practices of palliative care to various clinical settings, including hospices, palliative care units, community and home visitations. Through the process of reflection, students will be required to examine the principles and practices of palliative care, and its impact on the individuals and their families, and on themselves.

**Recommended Reading**


**Subject Hours**

Sixty-four hours of clinical experience, comprising of four days per week for two weeks.

**Assessment**

An ungraded pass will be awarded upon submission of a reflective journal, demonstrated competence in practice, and attendance at the selected clinical venues.

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**HN B323 CLINICAL PRACTICE 8B: RURAL HEALTH**

**Campus** Footscray Park, St Albans.

**Prerequisite(s)** Nil.

**Co-requisite(s)** HNB3212 Rural Health; HNB3112 Health in the Community; or equivalent.

**Content**

This subject provides the student with an opportunity to explore nursing practices in rural and remote areas. A variety of rural and remote clinical settings including community health centres and regional centres will be used to assist students to assess and participate in health care delivery.

**Required Reading** To be advised.

**Recommended Reading** To be advised.

**Subject Hours**

Sixty-four hours of clinical experience, comprising of four days per week for two weeks.

**Assessment**

An ungraded pass will be awarded upon demonstrated standard of practice and attendance at the selected clinical venues.

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**HN B323 CLINICAL PRACTICE 8C: PSYCHIATRIC NURSING CARE 2**

**Campus** Footscray Park, St Albans.

**Prerequisite(s)** HNB2212 Psychiatric Nursing Care 1; HNB2232 Clinical Practice 5: Psychiatric Nursing 1; or equivalent.

**Co-requisite(s)** HNB3213 Psychiatric Nursing Care 2; or equivalent.

**Content**

This subject will provide the student with the opportunity to consolidate and enhance their skills in the assessing, monitoring and managing the overall care of people with altered mental health status in institutional and community based settings. These skills include: participation in psychodynamic case formulation; crisis intervention; formulating individualised service plan for case management; co-facilitation of individual and group psychotherapy; psychiatric consultation-liaison; and identification and utilisation of a range of resources for individuals with special needs.

**Required Reading**


**Recommended Reading**


**Assessment**

An ungraded pass will be awarded upon satisfactory submission of a written case study and maintenance of safe nursing practice. Attendance at the student's assigned clinical venue/s is compulsory.

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**HN B3235 CLINICAL PRACTICE 9: CONSOLIDATION**

**Campus** Footscray Park, St Albans.

**Prerequisite(s)** HNB3231 Clinical Practice 8a; or HNB3232 Clinical Practice 8b; or HNB3233 Clinical Practice 8c; or HNB3234 Clinical Practice 8d: Critical Care Nursing; or equivalent.

**Content**


**Subject Hours**

64 hours for one semester, (comprised of 8 days x 8 hours per day continuous experience in institutional and non-institutional settings).

**Assessment**

Students must obtain an ungraded pass to successfully complete the subject. Assessment will be as follows:

1. Students will negotiate individual learning objectives with the clinical teacher or preceptor. Satisfactory progress towards attainment of these goals will contribute to the successful completion of the clinical practicum. Evaluation will follow the prescribed form for Clinical Evaluation.
2. Psychosocial assessment/Case management.

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**HN B3234 CLINICAL PRACTICE 8D: CRITICAL CARE NURSING**

**Campus** Footscray Park, St Albans.

**Prerequisite(s)** HNB2211 Acute Care Nursing 2; HNB2231 Clinical Practice 4: Acute Care Nursing 2; or equivalent.

**Co-requisite(s)** HNB3214 Critical Care Nursing; or equivalent.

**Content**

This subject will provide students with the opportunity to participate in the care of critically ill patients in either general intensive care, cardiovascular intensive care, coronary care, or emergency department areas. Student clinical experience shall be guided by workbook activities related to the specific critical care area.

**Required Reading**


**Recommended Reading**


**Subject Hours**

Sixty-four hours of clinical experience, comprising of four days per week for two weeks.

**Assessment**

An ungraded pass will be awarded upon satisfactory submission of a written case study and maintenance of safe nursing practice. Attendance at the student's assigned clinical venue/s is compulsory.
preparatory workshops. This will be followed by an intensive clinical experience, in which the students will be required to take on a gradual increase in patient/client load and associated responsibilities to the level of Grade 1 Registered Nurse by the completion of the placement.


**HNH4312 MINOR THESIS A**
Campus Footscray Park.
Prerequisite(s) Nil.
Content The aim of this subject is to provide students with the opportunity to plan for successful conduction of research. The major emphasis of this subject will focus on the planning and development of a research proposal. The topics covered in this subject will result from negotiation between the student and the supervising lecturer and will be influenced by the needs of individual students. Topics which would be expected to be considered include the role of a literature review, how to clarify a research problem, method(s) of inquiry relevant to the problem and writing a research proposal.

Required Reading Nil.
Subject Hours Students will meet with a supervisor on a regular basis. The nature of the work required could be estimated as equivalent to three contact hours per week.

Assessment Research proposal.

**HNH4313 MINOR THESIS B (PART-TIME)**
**HNH4314 MINOR THESIS B (FULL-TIME)**
Campus Footscray Park.
Prerequisite(s) HNH4312 Minor Thesis A; or equivalent.

Content The minor thesis is intended to provide students with an opportunity to undertake independent enquiry into an area of personal interest and applicable to the profession of nursing. The thesis will be a research paper of not less than 10,000 words and not more than 20,000 words. It will report on independently conducted research which demonstrates a student’s ability to clearly define a problem, to undertake a detailed literature search and review the relevant theoretical and practical literature on the topic area. Good data selection, collection and analysis skills should also be demonstrated. The thesis should involve a high standard of written communication skills. The topic which is chosen should allow the candidate to develop a methodology and to apply it to an appropriate problem or situation. It is intended that the topic chosen for investigation will be in consultation with an appropriate supervisor who will oversee the conduction of the research. Course regulations guiding the conduct and supervision of the research will be developed in the Course Rules and Regulations and will reflect the regulations to be developed by the Faculty Graduate Studies Research Committee.

Required Reading To be advised by lecturer.

Subject Hours To be arranged with supervisor.

Assessment A thesis of a minimum of 10,000 words and maximum of 20,000 words.

**HNM6236 ETHICS AND NURSING PRACTICE**
Campus Footscray Park.
Prerequisite(s) Nil.

Content This subject examines significant ethical issues in nursing practice, including the question of a discipline-based ethical knowledge. The relationships between society, ethics, the law and professional practice are examined through analysis of contemporary ethical, legal, social and professional issues. The subject considers the use of different ethical frameworks to justify moral judgements and includes analysis of issues affecting nurses’ capacity to practice ethically.

Required Reading To be advised by lecturer.


**Subject Hours** Three hours per week for one semester comprising one two-hour lecturer-led seminar, followed by a one one-hour tutorial.

Assessment Group project which includes a class presentation, 40% analysis of a case study or practice issue – 2500 words, 60%.

**HPD110 INTRODUCTION TO PHYSICAL EDUCATION**
Campus Melton.
Prerequisite(s) Nil.

Content This subject aims to develop the students’ awareness and appreciation of the nature of inquiry surrounding physical education. It further aims to provide an understanding of the impact of physical education in the lives of younger populations. Physical education will be introduced from a number of perspectives which include; historical, socio-cultural, psychological and physiological. A number of the important current aspects of research in physical education with children and adolescents will also be explored.

Required Reading To be specified by the lecturer.

Education. Professional journals where appropriate such as the ACHPER Journal, Quest and JOPERD.

**Subject Hours** Two hours per week for one semester, comprising one one-hour lecture and one one-hour tutorial/laboratory.

**Assessment** Individual assignment, 40%; presentation of assignment (ungraded); class exercises, 40%; and skill development, 20%.

### HPD2200 MOTOR SKILL ACQUISITION IN CHILDREN

**Campus** Melton, Echuca.

**Prerequisite(s)** Nil.

**Content** This subject will provide an understanding of the development of motor skill acquisition and the unique responses of children at this stage of development. Critical debate will be encouraged on the various approaches available for effective motor skill acquisition in childhood. Concepts such as the role of skill readiness, the nature of feedback and other means of creating optimal conditions for motor skill acquisition during childhood will be explored. Practical experiences will include exposure to a range of physical activities that demonstrate the challenge of effective motor skill acquisition in childhood. Within the practical activities, approaches for introducing, developing and refining skills will be explored.

**Required Reading** To be specified by the lecturer.

**Recommended Reading**

**Subject Hours** Two hours per week for one semester, comprising one one-hour lecture and one one-hour tutorial/laboratory.

**Assessment** Project/essay, 30%; progressive assessment, 40%; reflective writing 30%. All components of assessment must be satisfactorily completed.

### HPD2110 PHYSICAL ACTIVITY FOR LATE CHILDHOOD

**Campus** Melton.

**Prerequisite(s)** Nil.

**Content** This subject will provide an understanding of the development of physical activity and the unique responses of this age group. It will include topics on the movement concepts such as those relating to the body, effort, space and relationships. Students will explore the design of learning experiences for young children in areas such as dance, gymnastics, and manipulative skills and further explore the potential for these activities in indoor and outdoor settings. Critical debate will be encouraged on the role of spontaneous play in this age group. Inquiry into the social and cultural determinants and consequences of physical activity among young populations.

**Required Reading** To be specified by the lecturer.

**Recommended Reading**

**Subject Hours** Two hours per week for one semester, comprising one one-hour lecture and one one-hour tutorial/laboratory.

**Assessment** Curriculum projects, 40%; progressive assessment, 40%; skill development, 20%. All components of assessment must be satisfactorily completed.

Subject Hours Two hours per week for one semester, comprising one one-hour lecture and one one-hour tutorial/laboratory.

Assessment Curriculum projects, 40% progressive assessment, 40% skill development, 20%. All components of assessment must be satisfactorily completed.

HPD3100 PHYSICAL ACTIVITY FOR ADOLESCENCE

Campus Melton.

Prerequisite(s) Nil.

Content The subject will include a critical review of physical activity in adolescence from the perspectives of participation, values, motivation, body image and socialization. Critical debate will be encouraged on the concepts of activity and healthy lifestyle choices and the consequences of being physically active in adolescence. Practical experiences will include exposure to individual and team pursuits in a range of physical activities appropriate for adolescents. Within the practical program, approaches for introducing, developing and refining skills will be explored.

Required Reading To be specified by the lecturer.


Subject Hours Two hours per week for one semester, comprising one one-hour lecture and one one-hour tutorial/laboratory.

Assessment Curriculum projects, 40% progressive assessment, 40% skill development, 20%. All components of assessment must be satisfactorily completed.

HPD3200 CONTEMPORARY ISSUES IN TEACHING PHYSICAL EDUCATION

Campus Melton, Echuca.

Prerequisite(s) HPD1110 Introduction to Physical Education, HPE3124 Growth and Development, HPD2100 Pediatric Exercise Science, HPD2200 Motor Skill Acquisition in Childhood or equivalent.

Content This seminar subject aims to integrate the practical experiences and theoretical knowledge gained through previous subjects into a context for physical educators. Special attention will be devoted to a critical understanding of the socio-cultural issues pertinent to physical education (eg access and equity, gender, sexuality, homophobia, ethnicity and disabilities). This will provide the means for students to reflect on the problems and benefits of teaching and learning in physical education. The seminar subject will enable students to formulate more socially responsible policies and practices. Part of the unit will focus on the improvement of educational practice in physical education, through an examination of the nature of physical education in schools and how this might be improved.

Required Reading To be specified by the lecturer.


Subject Hours Three hours per week for one semester, comprising one three hour seminar.

Assessment Project/ essay, 30% progressive assessment, 40%; reflective writing, 30%. All components of assessment must be satisfactorily completed.

HPE0001 HUMAN SEXUALITY AND SOCIETY

Campus Footscray Park, Melton.

Prerequisite(s) Nil.

Content The aim of the subject is to examine the sexual health of individuals and populations. Analysis using a lifespan model will allow the review of theories from relevant sociological, cultural, biological, psychological and legal areas of study. The organisational focus of this review will enable the student to develop a greater understanding of the dimensions of human sexual health and well-being. This area of study is highly recommended for those wishing to enter the teaching profession, particularly at secondary level.

Required Reading To be advised by lecturer.

Subject Hours Three hours per week for one semester.

Assessment By contract to include a major research paper, seminar, examination, and resource file.

HPE1122 HISTORY OF SPORT AND PHYSICAL EDUCATION

Campus Footscray Park.

Prerequisite(s) Nil.

Content The subject aims to trace the history of physical education and sport from ancient to modern times. Its purpose is to assist students in developing an understanding of the historical foundations of physical education and sport so that they will be equipped to undertake further work in the socio-cultural study of human movement. Students will be encouraged to seek out the meanings that sport and physical education held for people during different historical periods, and to identify the linkages between modern sports and physical education and their earlier counterparts. Special emphasis will be given to the origins of the Olympic Games, the modernisation of sport, the diffusion of the games ethic through the British Empire, and the development of physical education and sport in Australia. The subject also aims to assist students in gaining an appreciation of the different theoretical and methodological approaches related to the history of sport and physical activity in society.


Subject Hours Three hours per week for one semester comprising two one-hour lectures and one one-hour tutorial.

Assessment Written assignments, 65%; final examination, 35%. All components of assessment must be satisfactorily completed.

HPE1123 GYMNASTICS

Campus Footscray Park.

Prerequisite(s) Nil.

Content This is an introductory subject covering the dominant movement patterns associated with the activities called gymnastics. An appreciation of the many forms of gymnastics and the ability to perform the basic skills that are common to them is the expected outcome of the course. Basic gymnastic skills and routines will be covered in order to give the course participants the opportunity to improve their personal skills.

Subject Hours Three hours per week for one semester comprising one one-hour lecture and one two-hour practical.
Assessment Three worksheets (each worth 10%), 30%; observation assignment, 10%; skill development, 60%.

HPE 1124 GROSS ANATOMY
Campus Footscray Park.
Prerequisite(s) Nil.
Content The aim of this subject is to allow the students to gain an appreciation of the form and complexity of human structure. A knowledge of the concepts in the separate anatomical systems and of their interrelationships is fostered throughout the subject. In addition, students experience an active examination of human gross anatomy through study of cadaver preparations.
Required Reading To be advised by lecturer.
Subject Hours Four hours per week for one semester comprising one-hour lecture and one three-hour practical.
Assessment Quizzes, (2 x 12.5%); mid-semester test, 25%; end-of-semester test, 50%.

HPE 1126 SOCIAL BASES OF HEALTH
Campus Footscray Park, Melton.
Prerequisite(s) Nil.
Content This subject aims to introduce students with physical education, recreation and education backgrounds to the historical and emerging theoretical and explanatory models of health. Health and illness are considered from individual and population perspectives and students are encouraged to explore these concepts by recognising the interdisciplinary nature of the determinants of health and well being. The subject forms the introductory subject in a stream of subjects focussing on health or it may be taken as a single subject.
Required Reading To be advised by the lecturer.
Subject Hours Three hours per week for one semester comprising two one-hour lectures and one one-hour tutorial/seminar.
Assessment By contract: To include research paper, seminar presentation, written examination.

HPE 1127 AQUATICS
Campus Footscray Park.
Prerequisite(s) Nil.
Content The aim of this subject is to provide the student with a sound theoretical knowledge of the sport of swimming. In addition the students will be encouraged to obtain a high standard of personal excellence in the practical performance side of swimming activity. The students will be introduced to the skills and research for the four competitive swimming strokes and the two lifesaving strokes. Additional lifesaving skills will be addressed as well as the practical application of research in areas such as elite training programs, rehabilitation and swimming, swimming programs for older adults and the very young, Aqua-aerobics and swimming programs, rehabilitation and swimming programs for physically and mentally challenged individuals.
Required Reading To be advised by lecturer.
Subject Hours Three hours per week for one semester comprising one two-hour laboratory session and one one-hour lecture the equivalent.
Assessment Final examination, 30%; practical laboratory examination, 30%; assignments and class presentations, 40%.

HPE 1128 SPORT INDUSTRY ISSUES
Campus Footscray Park.
Prerequisite(s) Nil.
Content This subject will examine the commercial and management factors that underlie the structure and function of the Australian sport and physical education systems. The purpose of the subject is to give students a clear understanding of the ways in which ‘market forces’ and ‘government policy’ impact on sport organisations, and to provide a general picture of the management systems that are used to plan and organise the delivery of sporting programs and services.
Subject Hours Three hours per week for one semester comprising two one-hour lectures and one one-hour tutorial.
Assessment Presentation and report, 30%; log book and paper, 40%; final examination, 30%.

HPE 1129 PHILOSOPHY OF HUMAN MOVEMENT AND SPORT
Campus Footscray Park.
Prerequisite(s) Nil.
Content The aims of this subject are to: develop the student's awareness and appreciation of the nature and significance of philosophy and how it can enhance our knowledge of and sensitivity for human movement and sport; develop an understanding and appreciation of the critical dimension of philosophy generally, and as it applies specifically to issues within human movement, physical education and sport; and, develop the ability to apply philosophical skills to problems and issues within physical education and sport.
Required Reading To be advised by lecturer.
Subject Hours Three hours per week for one semester comprising one two-hour lecture and one one-hour tutorial.
Assessment Final examination, 40%; written papers, 60% Note: The methods of assessment to be detailed. All components of assessment must be satisfactorily completed.

HPE 1132 SPORT PSYCHOLOGY
Campus Footscray Park.
Prerequisite(s) Nil.
Content The sport psychology subject is designed to introduce students to the psychology of sport, and to advance student's awareness of important issues in sport psychology. The subject aims to help students learn and understand the role of psychological phenomena for behaviour in sport and physical activity settings, help students understand how psychological variables influence participation and performance in sport, and help students understand how participation in sport influences the psychological characteristics of the individual. The lecture and tutorial sessions will introduce students to the topics of individual differences in sport behaviour, the role of personality in sport participation, the role of motivation in sport participation and performance, the role of arousal and anxiety in sport performance, and the influence of interpersonal and group interactions on sport performance. A survey of the current sport psychology literature is the subject content.
Subject Hours Three hours per week for one semester, comprising two one-hour lectures and one one-hour tutorial.
Assessment Mid-semester examination, 25%; final examination, 25%; tutorial assessment, 25%; quizzes, 25%.

HPE 1133 COMMUNICATION AND INSTRUCTION
Campus Footscray Park.
Prerequisite(s) Nil.
Content This subject aims to introduce students to a diverse range of interpersonal communication skills and strategies. The first part
of the subject will cover argumentation, body language, listening, assertiveness, self-image and oral presentations. The theory underlying these topics will be explored, and the students will be provided with the opportunity to develop an understanding of how they can be implemented in a sporting setting. The second part of the subject will cover instructional analysis of motor skills, using video, reports, instructional planning and review presentation. Population differences, questioning and listening skills will be included in the learning outcomes.

**Required Reading**


**Recommended Reading**


**Subject Hours**

Three hours per week for one semester comprising one one-hour lecture and one two-hour workshop.

**Assessment**

Oral presentations, 40%; instructional method activity, 30%; final examination, 30%.

**HPE 1134 CAREER AND PROFESSIONAL DEVELOPMENT SEMINAR I: INTRODUCTION AND OBSERVATION**

**Campus** Footscray Park.

**Prerequisite(s)** Nil.

**Content**

Field experience aims to provide students with the opportunity to place their acquired theory and knowledge into a relevant and practical context through application in the broad field of Human Movement. The essential component of this subject is the development of individual and professional competencies. Through practical experience, students are able to develop contacts within the profession, gain an awareness of the current and potential services within the community and become familiar with the wide range of employment possibilities open to graduates. As the Field Experience program is sequential in nature, the focus of the first year subject is on orienting students to the broad field of Human Movement; understanding the field contact systems; observing client groups and programs; identifying strategies which allow the student to maximise their placement opportunities, and establishing initial contact with professional in the field. The classes centre around student discussions, field observations, readings, and past experience.

**Required Reading**

Field Experience Manual. Articles to be advised.

**Subject Hours**

One-hour lecture/seminar per week for one semester.

**Assessment**

Observation assignments and reports, 90%; group projects, 10%.

**HPE 1137 FOUNDATIONS OF KNOWLEDGE IN HUMAN MOVEMENT AND PHYSICAL EDUCATION**

**Campus** Footscray Park.

**Prerequisite(s)** Nil.

**Content**

This subject provides students with an orientation to human movement and physical education studies and introduces them to various ways and means of knowing. Special attention is placed on examining the assumptions and implications of human movement and physical education related quantitative, qualitative and experiential knowledge and methods of enquiry.

**Required Reading**


**Recommended Reading**

To be advised by Lecturer.

**Subject Hours**

Four hours per week for one semester comprising two one-hour lectures and one two-hour laboratory.

**Assessment**

Tests Unit 1 (25%); modified take-home short answer test covering readings and lecture/tutorial material from the Quantitative Ways of Knowing unit. Unit 2 (25%); modified take-home short answer test covering readings and lecture/tutorial material from the Qualitative Ways of Knowing unit. Lab Reports (25%); Final Exam (25%); a one hour modified take-home exam including short answer questions covering readings and lecture/laboratory material from the Experiential Ways of Knowing unit. HPE1128 Sport Industry Issues.

**HPE 1201 MEASUREMENT AND EVALUATION**

**Campus** Footscray Park.

**Prerequisite(s)** HPE1137 Foundations of Knowledge in Human Movement and Physical Education; or equivalent.

**Content**

This subject introduces students to the principles and techniques of measurement and evaluation in Human Movement and Physical Education.

**Required Reading**


**Recommended Reading**

To be advised by Lecturer.
HPE2121 INTRODUCTION TO BIOMECHANICS OF HUMAN MOVEMENT

Campus: Footscray Park.
Prerequisite(s): HPE1220 Gross Anatomy; or equivalent.
Content: The aim of this subject is to introduce students to the basic biomechanical techniques used to analyse human movement. Topics include: basic biomechanical concepts and terminology; review of applied papers (sports biomechanics, gait and locomotion, rehabilitation, injuries/safety etc); simple mathematical calculations, basic analysis techniques (videotaping, etc).
Required Reading: To be advised by lecturer.
Subject Hours: Two hours per week for one semester comprising two one-hour lectures.
Assessment: Coursework, 40%; examination, 60%.

HPE2122 INTRODUCTION TO EXERCISE PHYSIOLOGY

Campus: Footscray Park.
Prerequisite(s): SCB1172 Introduction to Human Physiology; or equivalent.
Content: This subject applies the student’s knowledge of Human Physiology to understanding the acute and chronic responses to exercise, as well as the physiological bases of exercise performance. The subject examines the acute effects of exercise on the cardiovascular, respiratory and thermoregulatory systems, the metabolic supply of energy to exercising muscles and neural mechanisms controlling movement and associated exercise responses. The chronic effects of exercise (ie. physical training) on cardiovascular, respiratory and thermoregulatory responses to exercise, body fat determination and anaerobic power testing. The subject will include both descriptive and mechanistic approaches, to enhance student understanding of exercise physiology principles. This subject forms the basis for advanced elective studies in Exercise Physiology.
Subject Hours: Four hours per week for one semester comprising three lectures per week and a two-hour laboratory class on alternate weeks.
Assessment: Final examination, 60%; mid-semester examination, 25%; laboratory quizzes, 10%; laboratory oral exam, 5%.

HPE2123 SPORT AND SOCIAL PROCESSES

Campus: Footscray Park.
Prerequisite(s): HPE1115 Introduction to Human Movement Studies; or equivalent.
Content: The subject takes as its major focus the nature of sport, leisure, human movement and sport science in Australia. Analyses derive from post structuralism, feminism, cultural studies and social history. These approaches are linked by a common concern to adopt a critical perspective in which the inequalities of class, gender, race, ethnicity, disability and age are revealed to be central to any attempt to understand sport. In terms of implementing change, it is argued that these fields represent an arena for struggle as they occupy a contradictory position in Australia. This provides the opportunity to reinterpret and reformulate their positioning, meanings and opportunities.
Required Reading: To be advised by lecturer.
Subject Hours: Three hours per week for one semester comprising two one-hour lectures and one one-hour tutorial.
Assessment: Progressive assessment, 40%; final examination 60%.

HPE2126 SPORTS MANAGEMENT

Campus: Footscray Park.
Prerequisite(s): HPE1205 Sport Industry Issues; or equivalent.
Content: This subject introduces students to the principles and practice of sports management and administration, with special emphasis on planning, staffing, financial management, and information systems management. The subject will take a ‘systems view’ of sporting organisations. A detailed review of the Australian sporting industry and its changing conditions will be undertaken. Students will be expected to analyze and discuss appropriate case studies.
Subject Hours: Three hours per week for one semester comprising two one-hour lectures and one one-hour seminar.
Assessment: Research report, 30%; group assignment, 40%; final examination, 30%.

HPE2127 MOTOR LEARNING

Campus: Footscray Park.
Prerequisite(s): Nil.
Content: The aims of the subject are to develop the student’s knowledge and understanding of the wide range of factors effecting the process of motor skill learning and motor performance and to introduce the student to theoretical and practical aspects of experimental design and procedures used in motor learning research.
Subject Hours: Four hours per week for one semester comprising two one-hour lectures and one two-hour laboratory/tutorial.
Assessment: Mid-semester examination, 20%; final examination, 30%; laboratory folder/laboratory participation, 20%; individual paper, 30%.

HPE2128 SPORT AND AUSTRALIAN SOCIETY

Campus: Footscray Park.
Prerequisite(s): HPE2123 Sport and Social Processes; or equivalent.
Content: This subject builds upon concepts introduced in Introduction to Human Movement Studies in particular, sociological versus non-sociological explanation, mechanistic and humanistic inquiry and social science research designs and methods. It begins by providing an understanding of how sociological perspectives, in particular, functionalism, conflict theory, critical theory, social action theory and post structuralism can illuminate issues, methods and practices in the fields of human movement, sport, leisure and sport science. The subject then moves to a consideration of the underlying and taken-for granted values within sport in Australia.
Required Reading: To be advised by lecturer.
Subject Hours: Three hours per week for one semester comprising two one-hour lectures and one one-hour tutorial.
Assessment: Progressive assessment, 40%; final examination 60%.

HPE2129 RESISTANCE TRAINING

Campus: Footscray Park.
Prerequisite(s): Nil.
**HPE2131 EXERCISE PSYCHOLOGY**

**Campus** Footscray Park.

**Prerequisite(s)** HPE2150 Sport Psychology; or equivalent.

**Content** This subject introduces students to the principles and practices of resistance training. The subject deals with systems of resistance training and exercises for the various body parts. An understanding of muscle actions is fostered throughout the subject. Resistance training for the general population will be covered. Students will be encouraged to critically evaluate past and current practices in the field and to develop their own models of resistance training for general fitness, strength, hypertrophy and muscular endurance.

**Required Reading** To be advised by lecturer.


**Subject Hours** Three hours per week for one semester comprising one one-hour lecture and one two-hour practical.

**Assessment**
- Tests, 30%; participation/training diary, 20%; practical examination, 25%; written examination, 25%.

**HPE2134 SPORTS BIOMECHANICS**

**Campus** Footscray Park, City - Flinders Lane Biomechanics Laboratory.

**Prerequisite(s)** HPE2121 Introduction to Biomechanics of Human Movement; or equivalent.

**Content** The aims of the subject are to further students’ knowledge of biomechanical principles through application to sport specific examples and analysis, understanding of the latest available technologies and their application to sports; and, to become familiar with laboratory practice and data handling in human movement biomechanics.


**Recommended Reading** To be advised by Lecturer.

**Subject Hours** Four hours per week for one semester comprising two hours of lecture/tutorial and two hours practical.

**Assessment** Coursework (25%); mid-semester exam (35%); final exam (40%).

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**HPE2135 CAREER AND PROFESSIONAL DEVELOPMENT SEMINAR 2: LEADERSHIP**

**Campus** Footscray Park.

**Prerequisite(s)** Nil.

**Content** The aim of the subject is to introduce students to track and field athletic events. The subject provides the opportunity for the personal development of physical skills and for the attainment of technical knowledge necessary to successfully plan and evaluate basic training and competition programs.

Ecker, T. 1985, Basic Track and Field Biomechanics, Tafnews Press, Toronto.

**Subject Hours** Three hours per week for one semester comprising one one-hour lecture and one two-hour practical.

**Assessment** Assignment, 20%; progress and participation, 50%; examination, 30%. All components of the assessment must be satisfactorily completed.

### HPE3122 HUMAN MOVEMENT, SPORT AND ETHICS

**Campus** Footscray Park.

**Prerequisite(s)** HPE1129 Philosophy of Human Movement and Sport; or equivalent.

**Content** The aims of this subject are to develop the student’s awareness and appreciation of value (ethical) inquiry and how it relates to professional physical education, sport and sport science; and to develop the abilities to understand, appreciate and address ethical issues facing physical education, sport and sport science.

**Required Reading** To be advised by lecturer.

**Subject Hours** Three hours per week for one semester comprising two one-hour lectures and one one-hour tutorial.

**Assessment Includes** Written papers, final examination, and tutorial responses. Note: The methods and proportions of assessment are to be negotiated between students and the lecturer.

### HPE3123 INTERNATIONAL SPORT, PHYSICAL EDUCATION AND RECREATION

**Campus** Footscray Park.

**Prerequisite(s)** Nil.

**Content** The purpose of this subject is to assist the student in developing an understanding of contemporary sport and physical education systems operating in a variety of selected countries. At the same time an emphasis is placed on certain key issues in the field of international sport and physical education (e.g. Olympic Games, quality physical education programs, professional sport, sports tours/exchanges, college sport, etc.) The intent of the latter section of the subject is to undertake an examination of the Australian sport delivery system.

**Required Reading** To be advised by lecturer.

**Subject Hours** Three hours per week for one semester comprising three one-hour lectures.

**Assessment** Written exams mid-semester and final (60%); logbook assignment (40%). All components of assessment must be satisfactorily completed.

### HPE3124 GROWTH AND DEVELOPMENT

**Campus** Footscray Park.

**Prerequisite(s)** Nil.

**Content** The aims of this subject are to develop students’ knowledge of the physical growth and motor characteristics of humans throughout the lifespan, to promote students’ understanding of the genetic and environmental factors that interact to influence physical growth and motor development and to develop an understanding and appreciation of the applications of a knowledge of growth and development in the field of Human Movement.

**Required Reading** To be advised by lecturer.

**Subject Hours** Three hours per week for one semester comprising two one-hour lectures and one one-hour seminar/tutorial.

**Assessment** Class test(s), 30%; assignment, 30%; final examination, 40%.

### HPE3125 GRADUATING SEMINAR

**Campus** Footscray Park.

**Prerequisite(s)** Assessed by the lecturer to have completed a sufficient proportion of the requirements for the Bachelor of Applied Science – Human Movement (normally not less than two years full-time study); or equivalent.

**Content** Graduating seminar provides an environment for students to integrate the knowledge and skills gained through specialist subjects into the consolidated knowledge of a physical educator. Students are challenged to discuss and resolve current issues pertinent to the fields of human movement and physical education, to become aware of the challenges, problems and rewards in human movement and physical education, and to hone their written and oral communication skills in an applied setting.

**Required Reading** To be advised by lecturer.

**Subject Hours** Two hours per week for one semester comprising two hours of lecture/seminar/tutorial.

**Assessment** Papers, debates, projects, 50%; final examination, 50%. All components of the assessment must be satisfactorily completed.

### HPE3126 EXERCISE PRESCRIPTION

**Campus** Footscray Park.

**Prerequisite(s)** HPE1240 Physiological Bases of Human Movement; or equivalent.

**Content** This subject will provide students with theoretical knowledge and practical skills to prescribe exercise. An understanding of theories for exercise, program design and prescription will be developed. Students will participate in a Case Study methodology to develop the capability of prescribing programs relevant to specific populations or individuals which they can defend on a logical and theoretical basis.

**Required Reading** The major readings will be provided in a booklet for sale in the Footscray Park Campus Bookshop at the beginning of the semester. Other readings to be advised by lecturer.

**Subject Hours** Three hours per week for one semester comprising one one-hour lecture and one two-hour tutorial/seminar.

**Assessment** Examination, 30%; case studies 45%; tutorial presentation and participation 25%.

### HPE3127 FIELD EXPERIENCE SEMINAR 3: PROGRAMMING, PLANNING AND MANAGEMENT

**Campus** Footscray Park.

**Prerequisite(s)** HPE1131 Field Experience Seminar 1: Introduction and Observation; HPE2124 Field Experience Seminar 2: Leadership; HPE2125 Field Experience Placement 1: Leadership; or equivalent.

**Content** In addition to further developing and refining the competencies, knowledge and contacts gained in previous Field Experience seminars and placements, the focus in third year Field Experience is on the student assisting in the planning, management, administration and research of a project within the broad field of Human Movement. Class discussion centres around issues such as goal setting, postgraduate study, value clarification, interview techniques and insurance.

**Required Reading** Field Experience Manual. Articles advised by lecturer.

**Subject Hours** One one-hour seminar per week for one semester.

**Assessment** Programming, planning and management report, 70%; group projects, 20%; seminar assignments, 10%.

### HPE3128 FIELD EXPERIENCE PLACEMENT 2: PROGRAMMING, PLANNING AND MANAGEMENT

**Campus** Footscray Park.

**Prerequisite(s)** HPE1131 Field Experience Seminar 1: Introduction and Observation; HPE2124 Field Experience Seminar 2: Leadership; HPE2125 Field Experience Placement 1: Leadership; or equivalent.
Content: Field Experience aims to provide students with the opportunity to place their acquired theory and knowledge into a relevant and practical context through application in the broad field of Human Movement. The essential component of this subject is the development of individual and professional programming, planning and management competencies. Through practical experience, students are able to develop contacts within the profession, gain an awareness of the current and potential services within the community and become familiar with the wide range of employment possibilities open to graduates.

Required Reading: Field Experience Manual.

Subject Hours: 140 hours in the selected programming, planning and management organisation.

Assessment: Satisfactory/unsatisfactory. Compliance with all requirements as established on the contract, submission of a satisfactory evaluation by the agency and submission of an evaluative report within two weeks of the placement.

HPE3129 INTERNATIONAL PHYSICAL EDUCATION AND SPORT

Campus: Footscray Park.

Prerequisite(s): Nil.

Content: The purpose of this subject is to assist the student in developing an understanding of contemporary sport and physical education systems operating in a variety of selected countries. At the same time an emphasis is placed on certain key issues in the field of international sport and physical education (e.g. Olympic Games, quality physical education programs, professional sport, sports tours/exchanges, college sport, etc.) The intent of the latter section of the subject is to undertake an examination of the Australian sport delivery system.

Required Reading: To be advised by lecturer.

Subject Hours: Three hours per week for one semester comprising three one-hour lectures.

Assessment: Examinations (mid-semester and/or final), 100%. All components of assessment must be satisfactorily completed.

HPE3131 CAREER AND PROFESSIONAL DEVELOPMENT SEMINAR 3: PROGRAMMING, PLANNING AND MANAGEMENT

Campus: Footscray Park.

Prerequisite(s): Nil.

Content: The aim of this subject is to expand upon the students understanding of the major influences upon the health of communities.

Required Reading: To be advised by lecturer.

Subject Hours: One one-hour seminar per week for one semester.

Assessment: Programming, planning and management report, 70%; group projects, 20%; seminar assignments, 10%.

HPE3132 CAREER AND PROFESSIONAL DEVELOPMENT PLACEMENT 2: PROGRAMMING, PLANNING AND MANAGEMENT

Campus: Footscray Park.

Prerequisite(s): Nil.

Content: This subject is designed to provide students with the opportunity to apply their acquired professional programming, planning and management competencies in a practical environment. The subject is intended to develop students' professional programming, planning and management skills and provide them with an understanding of the role of professional programming, planning and management in the community.

Required Reading: Field Experience Manual. Articles advised by lecturer.

Subject Hours: Three hours per week for one semester comprising three one-hour seminars or the equivalent.

Assessment: Reports (50%); project (50%). All components of the assessment must be satisfactorily completed.

HPE3133 GRADUATING PROJECT

Campus: Footscray Park.

Prerequisite(s): Completion of a sufficient proportion of the requirements for the Bachelor of Applied Science – Human Movement (normally not less than two years full-time study); or equivalent.

Content: Graduating Project provides an environment for students to integrate the knowledge and skills gained through specialist subjects into the consolidated knowledge of Human Movement and Physical Education.

Required Reading: To be advised by lecturer.

Subject Hours: Three hours per week for one semester comprising three hours of lecture/tutorial.

Assessment: Reports (50%); project (50%). All components of the assessment must be satisfactorily completed.

HPE3280 TEAM SPORTS

Campus: Footscray Park.

Prerequisite(s): Nil.

Content: In this subject the nature and characteristics of team sports will be examined both theoretically and practically. In particular students will experience being part of a team through the practical activities of the class over the semester. Associated with this experience students will study and report on the dynamics of a team in terms of its management structure, the coaching and training system in operation and the psycho-social characteristics of the team.

Required Reading: To be advised by lecturer.

Subject Hours: Three hours per week for one semester comprising one one-hour of lecture/tutorial and two hours of practical sessions or the equivalent.

Assessment: Resource file and diary, 50%; assignment/presentation, 25%; examination, 25%.

HPE4040 HEALTH, CONSUMERS AND COMMUNITIES

Campus: Footscray Park.

Prerequisite(s): HPE4030 Social Bases of Health is recommended; or equivalent.

Content: This subject is designed to provide students with an understanding of the major influences upon the health of communities.
individuals and populations within a community context. Health issues are considered using a population approach focusing on the health of sub-groups within the community. Students will examine health programs and services, including health education and promotion, in the wider community and will be challenged to contextualise their own professional role within the community setting.

**Required Reading** To be advised by lecturer.

**Subject Hours** Four hours per week for one semester comprising one two-hour lecture and one two-hour tutorial/seminar.

**Assessment** By contract: To include major project, tutorial/seminar presentation, written examination.

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**HPE4050 HEALTH EDUCATION AND PROMOTION**

**Campus** Footscray Park, Melton.

**Prerequisite(s)** HPE4030 Social Bases of Health and HPE4040 Health Consumers and Communities recommended; or equivalent.

**Content** The aim of this subject is to expand upon the student's understanding of health developed in HPE4030 Social Bases of Health and the theoretical and practical research experience of HPE4040 Health Consumers and Communities. In this way, the three subjects operate sequentially in the manner of a health stream of study. This subject focuses initially upon the evolution of health education and the more recent orientation of the concept and practices of health promotion. Subject content will centre around the settings of everyday living which offer the potential to enhance or constrain health, and will review the nature of the skills required by health education and promotion professionals working within these settings. A review of global trends and issues will allow students to compare contemporary theories and practices in health education and promotion in Australia and overseas.

**Required Reading** To be advised by lecturer.

**Subject Hours** Four hours per week for one semester comprising, one two-hour lecture and one two-hour tutorial/seminar.

**Assessment** By contract: To include major project, tutorial/seminar presentation, written/oral examination.

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**HPE4080 HISTORY OF AUSTRALIAN SPORT**

**Campus** Footscray Park.

**Prerequisite(s)** HPE1130 History of Sport and Physical Education; or equivalent.

**Content** The subject aims to develop an appreciation of the sport and physical education traditions in Australia and to introduce the student to research methodology as applied to the history of sport and physical education in Australia.


**Subject Hours** Three hours per week of lectures/seminars for one semester.

**Assessment** Reading assignments, 10%; research paper/presentation, 50%; examinations, 40%.

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**HPE4110 SPORTS PROMOTION, SPONSORSHIP AND MARKETING**

**Campus** Footscray Park.

**Prerequisite(s)** HPE1205 Sport Industry Issues; or equivalent.

**Content** This subject introduces students to the principles of marketing and their use in the funding, promotion and commercial development of sport. Case studies will be used to analyse both the promotional strategies currently used in the field, and the role of sponsorship as a funding source for sporting organisations. At the completion of the course students should be able to develop appropriate marketing strategies for different sporting clubs and associations.

**Required Reading** Mullin, B., Hardie, S. and Sutton, W. 1993, Sport Marketing, Human Kinetics, Champaign, Illinois. Selected reading material from relevant monographs and journals will be available on Closed Reserve at the Footscray Park Campus Library of Victoria University of Technology.

**Subject Hours** Three hours per week for one semester comprising three one-hour seminars.

**Assessment** Mid-semester test, 20%; tutorial exercise, 40%; group assignment, 40%.

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**HPE4150 FACILITY MANAGEMENT AND DESIGN**

**Campus** Footscray Park.

**Prerequisite(s)** Nil.

**Content** This subject aims to familiarise the student with the planning, design and management of facilities. Field excursions will be undertaken to selected facilities in order to analyse their effectiveness in terms of design and management. Stress will be laid on safety considerations in design and requirements for the aged and disabled.

**Required Reading** To be advised by lecturer.

**Subject Hours** Four hours per week for one semester comprising lectures and field excursions.

**Assessment** Assignments, 50%; oral presentation, 20%; paper, 30%.

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**HPE4171 EXERCISE PHYSIOLOGY IN SPORTS**

**SCIENCE AND HEALTH**

**Campus** Footscray Park, Melton.

**Prerequisite(s)** HPE2172 Introduction to Exercise Physiology or equivalent.

**Content** This subject studies the many applications of exercise physiology. These include elite and recreational sports—understanding the physiologic requirements, as well as evaluating athlete performance; the interactions between nutrition, ergogenic aids and exercise performance; adaptations to physical training and comparisons of different forms of training; the vital role of exercise in health. The subject is designed to complement the elective HPE4172 Exercise for Special Populations.

**Required Reading** Specific journal articles to be advised.


**Subject Hours** Three hours per week for one semester comprising two one-hour lectures and one two-hour laboratory class on alternate weeks.

**Assessment** Laboratory reports, 40%; short tests and assignments, 20%; final examination, 40%.

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**HPE4172 EXERCISE PHYSIOLOGY FOR SPECIAL POPULATIONS**

**Campus** Footscray Park, Melton.

**Prerequisite(s)** HPE2172 Introduction to Exercise Physiology; or equivalent.

**Content** This subject extends knowledge obtained from Introduction to Exercise Physiology, and aims to develop the students’ awareness of exercise physiology of special populations. These include the specific physiological profiles of children, adolescents, and the aged, as well as application of exercise to clinical populations such as cardiac rehabilitation patients, renal patients, asthmatics, overweight or obese people, diabetics, and female athletes. In particular the acute responses with exercise and
any limitations of the cardiorespiratory, neuromuscular, and
diencephalic systems in these populations will be studied.

Required Reading Specific journal articles to be advised.

Recommended Reading Powers, S.K. and Howley, E.T. 1994,
Exercise Physiology: Theory and Application in Fitness and Performance, 2nd
1995, Exercise Physiology: Human Bioenergetics and its Applications, 2nd

Subject Hours Three hours per week for one semester,
comprising two one-hour lectures and one two-hour
tutorial/laboratory on alternative weeks.

Assessment Individual assignment and presentation, 30%; laboratory
reports or literature summaries, 30%; final examination, 40%.

HPE4175 PHYSIOLOGY OF EXERCISE

Campus Footscray Park.

Prerequisite(s) Nil.

Content This subject aims to develop an understanding of
exercise, building on the knowledge gained in previous core
subjects Introduction to Human Physiology and Introduction to
Exercise Physiology. The subject focuses on the cardiovascular,
respiratory, metabolic, endocrine, neural and muscular responses to
acute exercise, including exercise under environmental challenge
(eg. altitude, heat, underwater).

Required Reading Specific journal articles to be advised

Recommended Reading Hay, J.G. 1993, The Biomechanics of Sports
Basis of Kinesiology, Human Kinetics, Champaign, Illinois. Wikman,
C.H. and Nordin, M. 1986, Introduction to Problem Solving in
Biomechanics, Lea and Febiger, Philadelphia.

Subject Hours Four hours per week for one semester
comprising two one-hour lectures and one two-hour laboratory class.

Assessment Laboratory reports, 40%; short tests and assignments,
20%; final examination, 40%.

HPE4180 BIOMECHANICS 2

Campus Footscray Park.

Prerequisite(s) HPE1230 Biomechanics of Human Movement 1;
or equivalent.

Content This subject aims to develop an understanding of
Biomechanics at a more advanced level than HPE1230
Biomechanics of Human Movement 1; to provide students with an
opportunity to use more advanced methods and analysis equipment
in specific areas of biomechanics to develop an understanding of,
and become competent with biomechanical methodologies,
instrumentation and data treatment.

Required Reading Phaigh, R. and P. 1984, The Biomechanics of Sports
Techniques, Reston Publishing

Recommended Reading Paul Athletic Massage

Subject Hours Four hours per week for one semester
comprising two hours of lecture/tutorial and two hours of practical.

Assessment Coursework, 60%; final examination, 40%.

HPE4300 DIRECTED STUDIES IA (1 UNIT)

HPE4310 DIRECTED STUDIES IB (1 UNIT)

HPE4320 DIRECTED STUDIES 2A (2 UNITS)

HPE4330 DIRECTED STUDIES 2B (2 UNITS)

HPE4340 DIRECTED STUDIES 3 (3 UNITS)

HPE4350 DIRECTED STUDIES 4 (4 UNITS)

Campus Footscray Park.

Prerequisite(s) Nil.

Content Directed Studies provides the opportunity for students to
acquire, broaden or deepen knowledge and skills in a topic area
related to the undergraduate Physical Education, Recreation, or
Performance Studies course. The directed study will be flexible,
permitting a whole range of equivalent exercise to be included. The
main criterion for acceptance is that the nature and scale of the
activity is considered by the supervisor to be appropriate for the
course and the credit hours of the subject. Examples of likely ways
in which study may be directed include the following: critical
reviews/papers, annotated bibliography, instrumentation design,
pilot project, performance piece, performance critique, etc.

Required Reading To be advised by supervisor.

Subject Hours Independent study. Contact to be arranged by
supervisor.

Assessment Contracted educational exercises (eg. annotated
bibliographies, review paper(s), instrumentation design, pilot
project, performance piece, performance critique, etc.), 100%.

HPE4420 EMPLOYEE HEALTH AND FITNESS

Campus Footscray Park.

Prerequisite(s) HPE4030 Social Bases of Health or HPE4050
Health Education and Promotion are recommended.

Content The subject expands upon the ‘settings approach to
Health Promotion and concentrates upon the relationship between
health, work and the workplace. Students will review historical and
emerging trends in the language and practice of promoting the
health and fitness of workers. Through observations and practical
experiences, students will be able to assess the knowledge, skills and
expertise required to promote health in the workplace.

Required Reading To be advised by lecturer.

Subject Hours Three hours per week for one semester
comprising one two-hour lecture and one one-hour tutorial/seminar.

Assessment By contract: To include assignments, written and oral
presentation, written examination.

HPE4440 INTRODUCTION TO MASSAGE: SWEDISH
AND ATHLETIC

Campus Footscray Park.

Prerequisite(s) Nil.

Content The prime focus of the subject will be based upon the
‘Lin System’ or ‘The Swedish Movement Treatment’. This
particular method of massage is based upon the work of Per
Henrik Lin of Sweden which has been recognised as a sound and
valuable method of general massage. The Swedish method of
massage will form the required entry base for the more specific and
focused application of Athletic Massage. Athletic Massage involves
a deep and educated probing of specific muscle groups that
stimulates circulation and reduces associated strain and discomfort
emanating from sports training.

Required Reading Phaigh, R. and P. 1984, Paul Athletic Massage,
Techniques: A Study of Eastern and Western Methods, Reston Publishing
HPE 4580 APPLIED SPORT PSYCHOLOGY
Campus Footscray Park.
Prerequisite(s) HPE2150 Sport Psychology; or equivalent.
Content This subject is designed to introduce students to the application of sport psychological skills, and to advance student's awareness of important issues in applied psychology. The subject aims to help students learn and understand the role of psychological skills and mental training for sport, to help students understand how psychological skills can improve participation and performance in sport, and to help students understand the special psychological needs and considerations of athletes. Students will also be introduced to the uses of specific psychological needs and considerations of athletes. Students will also be introduced to the uses of specific psychological skills, such as goal setting, arousal regulation, relaxation training, imagery training and attention control training. The lecture and tutorial sessions will introduce students to concepts, methods, measurements/assessment techniques, research results and psychological techniques in applied sport psychology.
Subject Hours Three hours per week for one semester comprising one one-hour lecture and one two-hour tutorial/practical.
Assessment Exam, 30%; review paper, 50%; tutorial and lecture contribution, 20%.

HPE 4600 DRAMA 2A: SCRIPTED PRODUCTION
Campus Footscray Park.
Prerequisite(s) HPE8010 Drama 1A; or equivalent.
Content This subject focuses on the production and presentation for five performances of a play or similar theoretical pre-scripted work. Included in the subject will be the preparation and adaptation of script, technical design and plotting, stage management and light/sound operation. This subject allows some scope for a student director to work with the lecturer.
Required Reading To be advised by lecturer.
Subject Hours Four hours per week for one semester in practical/rehearsal.
Assessment Progressive assessment based on contribution to rehearsal process and the production, 50%; performance, 50%.

HPE 4610 DRAMA COMPOSITION
Campus Footscray Park.
Prerequisite(s) Nil.
Content This subject provides the opportunity to examine contemporary methods devices and modes of presentation in drama and to provide and develop these in the making of an original work. Included for study are, sources of conception, text, documentary and image, methods of development, writing, improvisation and scripting organisation and development of imagery, rhythm and tension, the performing space and the performer's relationship to audience. Emphasis is placed on critical evaluation.
Required Reading To be advised by lecturer.

HPE 4630 DRAMA 2B: DRAMA IN THE COMMUNITY
Campus Footscray Park.
Prerequisite(s) Nil.
Content This subject has been designed to provide students completing a drama major or stream with an opportunity to work with a theatrical group in the community (preferably in the western region of Melbourne). After consultation between host company and the supervising lecturer, students take up one of the following roles/tasks: director (in special circumstances); assistant director; production manager; stage manager; lighting and sound operator; design and costume; and head of house management.
Required Reading To be advised by supervising staff and host.
Subject Hours Four hours per week for one semester as arranged between supervising staff and host company. Supervising staff and student to meet at least once a week.
Assessment Progressive assessment during rehearsal and production as assessed by host and supervising staff, 60%; presentation/performance, 40%.

HPE 4640 CONTEMPORARY PERFORMING ARTS
Campus Footscray Park.
Prerequisite(s) Nil.
Content This subject provides students with content and practice in contemporary performance criticism, its purposes and values and an understanding that performance is influenced and influences other artistic and cultural developments. Included will be development of performance criticism, the influence of aesthetics, positions and ideology approaches and purposes of analysis, the influences of the visual arts and linguistics on performance and performance criticism and performance contexts and their implication.
Required Reading To be advised by lecturer.
Subject Hours Three hours per week for one semester comprising one one-hour lecture and one two-hour tutorial.
Assessment Folio of critiques, 60%; progressive assessment and contribution to class, 40%.

HPE 4705 SOCIAL DIMENSIONS OF SPORT AND THE BODY
Campus Footscray Park.
Prerequisite(s) HPE2140 Sociology of Physical Education and Sport, or equivalent.
Content An advanced lecture/seminar subject designed to examine critically a variety of modern and postmodern social theories and their impact on the understanding and construction of Australian institutions, policies and practices of sport and the body. Political-economic, gender and ethnicity issues will be addressed in the context of sport, physical education and health.
Subject Hours Three hours per week for one semester comprising three one-hour lecture/seminars.
Assessment Written papers, 100%.
### HPE4000 APPLIED ANATOMY AND KINESIOLOGY OF THE JOINTS

**Campus** Footscray Park, Melton.

**Prerequisite(s)** HPE1220 Gross Anatomy or equivalent.

**Content**
The aims of this subject include an examination of the structure and function of the major joint complexes and musculoskeletal relationship during movements at these joints. Consideration is given to aetiology and functional anatomical consequences of trauma and pathology. An understanding of the techniques and application of electromyographic analysis facilitating kinesiological investigation is fostered throughout the subject.

**Required Reading** To be advised by lecturer.

**Recommended Reading**

**Subject Hours**
- Four hours per week for one semester comprising one one-hour lecture, one one-hour tutorial and one two-hour practical.

**Assessment**
- Tutorial contribution, 30%; mid-semester test, 25%; final examination, 45%.

### HPE5100 NETBALL

**Campus** Footscray Park, Melton.

**Prerequisite(s)** Nil.

**Content** The aim of this subject is to introduce students to the sport of Netball. Students will be provided with the opportunity to develop their own individual skills and their knowledge and understanding of team skill. Netball will be studied in an historical and sociocultural context and the contribution of sport science to the modern game will be examined.

**Required Reading** To be advised by lecturer.

**Subject Hours**
- Three hours per week for one semester comprising one one-hour lecture and one two-hour practical.

**Assessment**
- Skill development, 50%; assignment, 20%; examination, 30%.

### HPE5110 BASKETBALL

**Campus** Footscray Park, Melton.

**Prerequisite(s)** Nil.

**Content** The aim of this subject is to introduce students to the sport of Basketball. Students will be provided with the opportunity to develop their own individual skills and their knowledge and understanding of team skill. Basketball will be studied in an historical and sociocultural context and the contribution of sport science to the modern game will be examined.

**Required Reading** To be advised by lecturer.

**Subject Hours**
- Three hours per week for one semester comprising one one-hour lecture and one two-hour practical.

**Assessment**
- Skill development, 50%; assignment, 20%; test, 30%.

### HPE5140 SOCCER

**Campus** Footscray Park, Melton.

**Prerequisite(s)** Nil.

**Content** The aim of this subject is to introduce students to the sport of soccer. Students will be provided with the opportunity to develop their own individual skills and their knowledge and understanding of team skill. Soccer will be studied in an historical and sociocultural context and the contribution of sport science to the modern game will be examined.

**Required Reading** To be advised by lecturer.

**Subject Hours**
- Three hours per week for one semester comprising one one-hour lecture and one two-hour practical.

**Assessment**
- Skill development, 50%; assignment, 20%; test, 30%.

### HPE5170 CRICKET

**Campus** Footscray Park, Melton.

**Prerequisite(s)** Nil.

**Content** The aim of this subject is to introduce students to the sport of cricket. Students will be provided with the opportunity to develop their own individual skills and their knowledge and understanding of team skill. Cricket will be studied in an historical and sociocultural context and the contribution of sport science to the modern game will be examined.

**Required Reading** To be advised by lecturer.

**Subject Hours**
- Three hours per week for one semester comprising one one-hour lecture and one two-hour practical.

**Assessment**
- Skill development, 50%; assignment, 20%; test, 20%.

### HPE6120 AEROBIC CONDITIONING

**Campus** Footscray Park

**Prerequisite(s)** Nil.

**Content** The aims of this subject is to familiarise students with a variety of aerobic and group fitness programs. Students will expand their general exercise knowledge and maintain their own fitness capacity to a standard that they can comfortably participate in and teach components of a fitness class. They will also become familiar with variations in group instruction class styles including special populations and demonstrate leadership, communication and teaching skills required for an exercise professional.

**Required Reading**

**Subject Hours**
- Three hours per week for one semester comprising one one-hour lecture and one two-hour laboratory.

**Assessment**
- Required Reading: Handouts will be provided.
- Skill development, 50%; assignment, 20%; test, 30%.
- Written assignment (20%).
- Final written exam (40%); final practical exam (40%); written assignment (20%).

### HPE6130 TRACK AND FIELD

**Campus** Footscray Park

**Prerequisite(s)** HPE1310 Athletics; or equivalent.

**Content** An advanced subject that looks at the biomechanical and physiological requirements of individual track and field events. The subject provides the opportunity for the personal development of physical skills and for the attainment of technical knowledge necessary to successfully evaluate and plan clients’ training and competition programs.

**Required Reading**

**Subject Hours**
- Three hours per week for one semester comprising one one-hour lecture and one two-hour practical.

**Assessment**
- Assignment: 20% progress and participation, 30%; class presentation, 20%; examination, 10%. All components of the assessment must be satisfactorily completed.
HPE6165 ADVANCED RESISTANCE TRAINING

Campus: Footscray Park, Melton.
Prerequisite(s): HPE2180 Resistance Training or equivalent.
Content: This subject deals with sports specific conditioning and aspects of muscular reconditioning. Emphasis will be placed on designing periodised programs specific to sports. Issues relating to reconditioning exercises and contraindicated movements related to specific injuries will be addressed. Students will be exposed to areas of conditioning such as plyometrics, Olympic weight lifting, powerlifting and testing procedures. Students will be encouraged to develop skills to critically evaluate exercises for specific populations, to develop confidence in the more advanced lifts and to become competent at forming long term training plans.
Required Reading To be advised by lecturer.
Subject Hours: Three hours per week for one semester comprising one and one-half hour lecture and one and one-half hour practical.
Assessment: Tests, 30%; assignment, 20%; practical examination, 30%; final examination, 20%.

HPE6170 PERSONAL TRAINING

Campus: Footscray Park.
Prerequisite(s): HPE2180 Resistance Training or equivalent.
Content: The aim is for students to gain the knowledge and develop the skills to work in a variety of one on one personal training settings. This means that they will learn about developing their personal training market as their own business, working for a consultant or operating within an existing fitness centre. This subject will utilise information from other core and elective subjects and focus on ethical considerations and marketing, including business/ethical considerations and marketing, equipment considerations, professional issues, programming recommendations, applied health/fitness assessment and resources for personal trainers.
Subject Hours: Three hours per week for one semester comprising one one-hour lecture and one two-hour laboratory or equivalent.
Assessment: Experience logbook (50%); final exam (50%).

HPE6270 TENNIS

Campus: Footscray Park, Melton.
Prerequisite(s): Nil.
Content: The aim of this subject is to introduce students to the game of tennis. The game will be examined from the following perspectives: physiology and biomechanics of stroke production; rules and interpretation; history of tennis; analysis; umpiring and refereeing; tournament organisation; doubles and singles play etiquette.
Required Reading: *Tennis Australia 1994, OTC Coaching Manual*. Tennis Australia 1992, *ACE Tennis vols 1, 2 and 3*.
Subject Hours: Three hours per week for one semester comprising one one-hour lecture and one two-hour practical.
Assessment: Skill analysis, 30%; term paper or test, 30%; class presentation, 40%. All components of assessment must be satisfactorily completed.

HPE6300 GOLF

Campus: Footscray Park.
Prerequisite(s): Nil.
Content: The aim of this subject is to introduce students to the game of golf; expose students to the etiquette and demeanour of the game; develop the skills so that the student can go to a course and play a game successfully and competitively; and, further examine factors that influence the golf swing and acquire a working knowledge of the rules of golf.
Subject Hours: Three hours per week for one semester comprising one one-hour lecture and one two-hour laboratory experience, or the equivalent plus attendance at a residential golf camp.
Assessment: Test, 30%; practical skill test, 70%.

HPE7000 CAMPING

Campus: Footscray Park, Melton.
Prerequisite(s): Nil.
Content: Camping is designed to familiarise the student with the basic planning, organisational and administrative aspects of base camping. It should acquaint students with the skills, resources, knowledge, values and philosophies of camping, and in particular, the role of the camp leader/organiser.
Required Reading: To be advised by lecturer.
Subject Hours: Three hours per week for one semester comprising one one-hour lecture and two hours practical or the equivalent.
Subject Hours: Will involve residential field trips.
Assessment: Assignments/projects, 30%; skills development, 30%; theory application, 40%. All components of assessment must be satisfactorily completed.

HPE7010 CANOEING

Campus: Footscray Park, Melton.
Prerequisite(s): HPE1340 Swimming 1 or the equivalent.
Content: This subject imparts paddling and boat handling skills in kayaks and open Canadian canoes on still water, open water and down river (to grade 2 white water). It also teaches safety rules and procedures associated with canoeing and canoeing equipment. Most teaching will be done on local waters but will include at least one intensive experience on a major Victorian river on a weekend trip basis. Other areas of instruction covered may include rolling and rescue in kayaks, slalom course negotiation, canoe polo, and additional training regimes that employ canoe games. All instruction in white water/touring kayaks and canoes.
Required Reading: To be advised by lecturer.
Subject Hours: Three hours per week for one semester comprising practical water sessions with some seminars.
Assessment: Progressive assessment, 50%; canoeing weekend, 30%; test, 20%.

HPE7030 ROCK CLIMBING

Campus: Footscray Park, Melton.
Prerequisite(s): Nil.
Content: Students will study the theory of Top roping and Abseiling. Practical instruction will cover knot tying, equipment, safety procedures, belaying techniques, communications and movement on rock face and abseiling techniques.
Required Reading: To be advised by lecturer.
HPE 7050 CROSS COUNTRY SKIING
Campus Footscray Park, Melton.
Prerequisite(s) Nil.
Content The aim of this subject is to assist students gain an appreciation of the theory and practical application of cross country skiing (Nordic skiing); introduce safety as a priority when conducting practical sessions in an Alpine environment; clarify the distinction between Cross Country and Alpine Skiing; review the history and development of Cross Country Skiing; review ski equipment construction/design/use; review pre-ski fitness, health, personal welfare and hypothermia; introduce planning and safety requirements for short and extended ski tours; introduce skiing techniques, ski skating to classical skiing; ski maintenance and preparation; ski teaching progression; clothing/specific for active sport in cold climates; accident procedures; consider importance of nutrition and fluid consumption; consider skiing with disabilities/progressions and exercises; engage in (where appropriate) cross country downhill skiing.
Required Reading To be advised by lecturer.
Subject Hours Two hours, for six weeks and a six-day residential ski program for which the student will be required to pay the fee for accommodation/meals, transports, ski lessons, and ski ticket (if required).
Assessment The assessment for this subject will be allocated on the basis of: theory application, examination (two hours), 40%; practical application – five day ski lesson program, skiing progression, technique and commitment to learning, 60%. All components of assessment must be satisfactorily completed.

HPE 7070 SNOW SKIING
Campus Footscray Park, Melton.
Prerequisite(s) Nil.
Content The subject will provide an activity based curriculum for industry training areas such as management training and youth development. This subject aims to develop specific adventure programming skills and examine critical program design elements. The subject will cover a balance of the theory and concepts of adventure-based learning with the skills and safety procedures necessary to lead the activities. Activities will include co-operative warm-ups; non-traditional group games; trust and initiative games; adventure-based learning with the skills and safety procedures necessary to lead the activities. Activities will include co-operative warm-ups; non-traditional group games; trust and initiative games; adventure-based learning with the skills and safety procedures necessary to lead the activities.
Required Reading To be advised by lecturer.
Subject Hours The subject will be required to pay the fee for accommodation/meals, transport, ski lift ticket.
Assessment The assessment for this subject will be allocated on the basis of: theory application examination (two hours), 40%; practical application – five day snow board lesson program, skill progression and technique, 60%. Student must engage in the full five-day lesson program. All components of assessment must be satisfactorily completed.

HPE 7080 SAILING
Campus Footscray Park, Melton.
Prerequisite(s) HPE 1340 Swimming 1 or the equivalent.
Content The subject aims to impart basic sailing knowledge to beginners, to make students proficient in all basic aspects of sailing dinghies, to make students aware of recreational aspects of sailing and to give students basic training in the racing of dinghies.
Required Reading To be advised by lecturer.
Subject Hours The subject will cover a balance of the theory and concepts of adventure-based learning with the skills and safety procedures necessary to lead the activities. Activities will include co-operative warm-ups; non-traditional group games; trust and initiative games; adventure-based learning with the skills and safety procedures necessary to lead the activities.
Assessment The assessment for this subject will be allocated on the basis of: theory application examination (two hours), 40%; practical application – five day sailing camp involving theoretical and practical instruction.

HPE 7090 ADVENTURE ACTIVITY
Campus Footscray Park, Melton.
Prerequisite(s) Nil.
Content Adventure activities are becoming an important feature for industry training areas such as management training and youth development. This subject aims to develop specific adventure programming skills and examine critical program design elements. The subject will cover a balance of the theory and concepts of adventure-based learning with the skills and safety procedures necessary to lead the activities. Activities will include co-operative warm-ups; non-traditional group games; trust and initiative games; adventure-based learning with the skills and safety procedures necessary to lead the activities. Activities will include co-operative warm-ups; non-traditional group games; trust and initiative games; adventure-based learning with the skills and safety procedures necessary to lead the activities.
Required Reading To be advised by lecturer.
Subject Hours The subject will be required to pay the fee for accommodation/meals, transport, ski lift ticket.
Assessment The assessment for this subject will be allocated on the basis of: theory application examination (two hours), 40%; practical application – five day snow board lesson program, skiing progression and technique, 60%. All components of assessment must be satisfactorily completed.

HPE 7075 SNOW BOARDING
Campus Footscray Park, Melton.
Prerequisite(s) Nil.
Content The subject will provide an activity based curriculum for industry training areas such as management training and youth development. This subject aims to develop specific adventure programming skills and examine critical program design elements. The subject will cover a balance of the theory and concepts of adventure-based learning with the skills and safety procedures necessary to lead the activities. Activities will include co-operative warm-ups; non-traditional group games; trust and initiative games; adventure-based learning with the skills and safety procedures necessary to lead the activities. Activities will include co-operative warm-ups; non-traditional group games; trust and initiative games; adventure-based learning with the skills and safety procedures necessary to lead the activities.
leadership and program design elements. The subject curriculum will aim to allow students an opportunity to select, sequence and present adventure based learning activities; examine their leadership style using group feedback and self-assessment inventories; improve observation, intervention and processing skills; manage the safety of a group; explore a variety of program design issues including needs assessment and evaluation. An important objective of the subject will be to provide opportunities for students to present a selection of activities and receive feedback on their performance. Within a positive and supportive atmosphere, the students will be able to present some new activities, take a few risks, and receive immediate feedback from their peers and subject instructors.


**Subject Hours** Three hours per week for one semester comprising one hour theory/lecture and two hours practical or the equivalent. 

**Subject Hours** may include residential experiences for in depth program development. Students may be required to meet costs associated with off-campus experiences such as accommodation, transportation, etc.

**Assessment** Class participation, 20%; adventure activity participation and critique, 60%; written assignment, 20%. Students will be expected to attend all classes and/or residential workshops. Assignments will be designed to allow students to relate the theoretical aspects of the subject to the application of programs. Since much of the subject will be experiential, some of the assessment will be based on levels of participation in adventure activities.

### HPE7100 BUSHWALKING

**Campus** Footscray Park, Melton.

**Prerequisite(s)** Nil.

**Content** An activity subject designed to give students an understanding of the physical, mental and social demands of bushwalking and lightweight camping. Caring for, and appreciation of the bush environment will be a major emphasis of the subject. The subject commences with formal classes to teach students navigation and basic camp craft (including tent pitching, cooking with fuel stoves, using a back-pack, hygiene and basic first aid in the bush. Students will then be required to participate in planned bushwalks.

**Required Reading** To be advised by lecturer.

**Subject Hours** Three hours per week for one semester comprising one hour theory and two hours practical or the equivalent. Subject hours will involve overnight field trips.

**Assessment** Assignments/projects, 30%; skills development, 30%; theory application, 40%. All components of assessment must be satisfactorily completed.

### HPE7102 ADVANCED BUSHWALKING

**Campus** Footscray Park, Melton.

**Prerequisite(s)** HPE7100 Bushwalking or equivalent.

**Content** This subject is activity based and builds on the skills and experience acquired in HPE7100 Bushwalking. Upon completion of the subject, students should be aware of and able to demonstrate satisfactorily the skills and techniques involved in participating on and planning of safe, responsible and meaningful extended lightweight bushwalking trips. This would include advanced navigation, leadership, campcraft, trip management and remote first aid. Following a period of supervised preparation students will undertake an extended bushwalk in an appropriate location. Students will operate in small groups providing detailed route maps, food and equipment lists, trip journals and an environmental audit.

**Required Reading** To be advised by lecturer.


**Subject Hours** Three hours per week for one semester comprising one hour theory/lecture and two hours practical or equivalent.

**Subject Hours** will comprise preparatory lectures and one field trip of five to seven days.

**Assessment** Planning task, 40%; test; 30%; skill development 30%. All components of assessment must be satisfactorily completed.

### HPE7105 SKI TOURING AND SNOW CAMPING

**Campus** Footscray Park, Melton.

**Prerequisite(s)** Campus HPE7100 Bushwalking plus at least one of HPE7050 Cross Country Skiing and/or HPE7070 Snow Skiing (or their equivalents).

**Content** The subject will enable students to gain basic skills in ski touring and snow camping and an appreciation of the physical, mental and social benefits and demands of these activities. The practical instruction begins with a Training Day followed by a four day snow camp. At the Training Day, satisfactory levels of both fitness and skiing skills will be required in order for students to attend the camp; this is necessary to protect the safety of individuals and the group during the snow camp. The subject includes theoretical and practical instruction in: navigation; construction of snow shelters (snow cave, igloo); ski touring skills; administration of basic First Aid in a cold environment; safety and hygiene at the campsite.


**Subject Hours** Two hours per week for four weeks; a Training Day, a four-day camp, of which the middle two nights will be spent in snow shelters while the first and fourth nights will be spent in lodges. Students will be required to pay for lodge accommodation, and provide their own food throughout the camp. Equipment requirements will be similar to HPE7100 Bushwalking with the additional requirement for touring skis and boots (cost of hiring these will be borne by the students).

**Assessment** Theory examination, 30%; performance on the training day, 10%; performance on the camp, 50%; attendance and participation, 10%. To pass the subject requires satisfactory performance at both the training day and the camp.

### HPE7111 SPORT EVALUATION STRATEGIES

**Campus** Footscray Park, Sunbury.

**Prerequisite(s)** BHO3285 Market Research; or equivalent.

**Content** The aim of this subject is to give students a sound grounding in the basics of evaluation and performance management in organisations and its application to the administration of Australian sport. A number of different sport structures will be examined including sport events, sport venues, sport leagues, sport associations, and sport clubs. Special attention will be given to feasibility studies, benefit cost analysis, financial measures of performance, market share indicators, customer
service ratings, employee and player development measures, and product innovation.


**Subject Hours** Three hours per week for one semester comprising one three-hour lecture.

**Assessment** Written review of selected case studies, 30%; research project, 50%; and mid-semester test, 20%.

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**HPE7135 EXPEDITIONING**

**Campus** Melton, Footscray Park.

**Prerequisite(s)** HEB0051 Safety in the Outdoors or equivalent.

**Content** This subject focuses on the theory and practice of expeditioning and its relevance as an educational activity. Students will form into groups that will propose, implement and review an extended outdoor adventure expedition. Students will be required to demonstrate sound planning, management and a contribution to the leadership of an expedition. Students will select from one or a combination of the following forms of travel: canoeing, kayaking, rafting, rock climbing, skiing, bushwalking, cycling and sailing. The conduct of each program will be negotiated with the lecturer in charge and reflect the skills and interest of each group.

**Required Reading** To be advised by lecturer.


**Subject Hours** Three preparatory lectures, one eight-day expedition and two review seminars.

**Assessment** Expedition proposal, 10%; expedition plan, 60%; reviewing seminar, 30%. All components of assessment must be satisfactorily completed.

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**HPE8010 DRAMA IA**

**Campus** Footscray Park, Melton.

**Prerequisite(s)** Nil.

**Content** This subject introduces students to basic theatre skills and techniques and exposes them to an actor/audience situation while teaching them the basics of improvisation, mime, basic script work and clowning. Students are encouraged to explore acting and acting techniques that release inhibition and lead to effective dramatic and comic interaction with an audience. Students will visit at least five performances in and around Melbourne and critically review them. Extensive reading in play texts is fostered to expose students to the modern plays/performances, Australian and otherwise.

**Required Reading** To be advised by the lecturer.

**Recommended Reading** To be advised by the lecturer.

**Subject Hours** Three hours per week for one semester comprising practical and seminar sessions.

**Assessment** Progressive assessment (30%); theatre reviews (25%); overview papers (20%); presentation/performance (25%).

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**HPE8020 PRODUCTION: MINOR PROJECT**

**Campus** Footscray Park, Melton.

**Prerequisite(s)** HPE8010 Drama 1A; or equivalent.

**Content** This subject involves students in the research, compilation, rehearsal final production and performance of a theatrical piece. This may be a play, a piece of documentary theatre, or a performance of collage worked up from improvisations. Emphasis is laid on students developing their own skills and learning the basics of new ones in the area of acting, lighting, sound, costume and preparation of sound cue tapes. Students will be encouraged to involve themselves fully and will be given basic instruction in lighting, sound and technical operation.

**Required Reading** To be advised by lecturer.

**Subject Hours** Three hours per week for one semester in practical/rehearsal.

**Assessment** Progressive assessment on contribution to developing the production and completion of tasks, 50%; performance, 50%.

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**HPE8280 STYLE AND STRUCTURE OF THEATRE**

**Campus** Footscray Park, Melton.

**Prerequisite(s)** Nil.

**Content** This subject examines the historical development of the style and structure of dramatic performance from the Classic period to the present. The specific styles of Classical, Medieval, Elizabethan, Realism, Naturalism, Symbolism and the Absurd are examined in conjunction with the development of theatrical space, historical context and their relation to contemporary performance.


**Subject Hours** Three hours per week for one semester comprising one one-hour lecture and one two-hour seminar/practical session.

**Assessment** Participation (contribution to seminar/practical session and completion of set tasks) 20%; presentation (40%); test (40%).

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**HPH0421 HONOURS THESIS**

**Campus** Footscray Park.

**Prerequisite(s)** Nil.

**Content** The Honours Thesis is designed to be an educational experience that gives the student the opportunity to conceptualise, design, implement and evaluate a specific research project related to human movement. Unlike a Masters or Doctoral thesis, the Honours thesis is not expected to, although it may, contribute to a discipline's body of knowledge. The broad aim of the Honours thesis is to promote the development of the student as an independent researcher. The specific aims are to develop and use the knowledge and skills necessary to conduct a research project and present a formal written thesis. The student should generally be able to display the resourcefulness and academic rigour required of an independent researcher. More specifically the student should be able to: identify/construct a research problem or issue; review the relevant literature; determine appropriate methods (including ethics) to study the problem; collect and analyse data, using suitable quantitative, qualitative or other appropriate methods and techniques; report the results; discuss the results in the context of the review of literature, draw conclusions, evaluate the process undertaken and make recommendations for future research and for practice; and present the whole process clearly and accurately in a formal thesis normally between 7000 and 15,000 words.

**Required Reading** To be advised by lecturer.

**Subject Hours** The research process will be monitored by regular meetings with the supervisor in light of the agreed upon thesis proposal. On the advice of the supervisor, students may be required to undertake coursework studies to acquire or develop the knowledge and skills required to successfully complete the thesis.

**Assessment** The final thesis will be examined by two academics with expertise in the specific area of the research. These may be internal or external to the School and will not include the supervisor. This examination will constitute 100% of the
assessment. and will not include the supervisor. Each examiner will independently recommend one of the following outcomes to his/her assessment of the thesis: pass without further examination; pass subject to corrections to the satisfaction of the School's Honours Courses Committee; deferred for resubmission after major revision; fail. In the event that there is a major disagreement between the examiners, a third examiner will be appointed.

HPL1185 INTRODUCTION TO RECREATION AND FITNESS

Campus Footscray Park, Melton.
Prerequisite(s) Nil.
Content: The introduction to the field of recreation and fitness from the community service, public and commercial perspectives will provide the focus to this subject. It will assist students to gain an understanding of basic leisure, fitness and play theory so they can develop a personal and professional philosophy about recreation, fitness and leisure. Theoretical approaches to the socialisation process will be discussed in order to understand human motivation in the context of recreation and physical activity pursuits. The historical development of recreation and fitness services in Australia and to a less extent overseas will also be part of the content. The subject introduces students to a broad range of historical, psychological, socio-cultural and economic perspectives considered relevant for personnel working in the area of recreation and fitness leadership. Theoretical approaches to the socialisation process will be discussed in order to understand human motivation and physical activity. Issues relating to human differences, health and illness, and social demand for fitness introduced to provide a knowledge base for understanding the role of fitness and exercise in modern society.


HPL1214 COMMUNICATION SKILLS

Campus Footscray Park, Melton.
Prerequisite(s) Nil.

Content: This subject will introduce students to the range of communication skills that will be required in the recreation industry. It will be a combination of interpersonal, business writing and oral presentation communication. Students will be expected to understand the concepts and principles of the various communication approaches and then apply them in a recreation setting.


Subject Hours Three hours per week for one semester comprising two hours of lecture and one one-hour tutorial.

Assessment Assignments, 50%; tutorial exercises, 25%; tests, 25%.

HPL1215 APPLIED PHYSIOLOGY

Campus Footscray Park.
Prerequisite(s) HPL1190 Introductory Physiology; or equivalent.

Content: This subject follows on directly from Introductory Physiology, applying physiological concepts to the study of exercise. The acute responses of the endocrine, metabolic, respiratory, cardiovascular and thermoregulatory systems and exercise will be covered. Limitations to, and ergogenic effects on, exercise performance will be covered. The effects of both acute (detraining) and chronic (i.e. training and muscle disuse) changes in physical activity on these systems will also be investigated. Laboratory sessions will focus on the measurement of exercise power and capacity, body composition and serve as a back up to the theoretical aspects covered in the subject.


Subject Hours Four hours per week for one semester comprising two hours of lecture and two hours tutorial/labouratory.

Assessment: Laboratory report, 20%; research/literature review, 20%; oral exam, 30%; mid semester test, 30%.

HPL1216 PHYSICAL GROWTH AND DEVELOPMENT

Campus Footscray Park, Melton.
Prerequisite(s) Nil.


Subject Hours Two hours of lecture per week for one semester.

Assessment: Final examination, 40%; class tests (2), 30%; individual assignment, 30%.

HPL2010 RECREATION CAREER DEVELOPMENT 1A

Campus Footscray Park, Melton.
Prerequisite(s) HPR1111 Recreation Career Development 1; or equivalent.
Content: Leadership - practical application on placement. Contract system and report writing requirements. Legal issues and insurance. Safety issues and risk management. Guest speakers from the industry in a variety of recreation careers. Guest speakers from current second and third years of the BA Recreation Leadership course. Recreation career outcomes for past students. Networking – How to get started.


**Recommended Reading** To be advised by the subject lecturer.

**Subject Hours** One hour lecture/seminar per week.

**Assessment**
- Attendance at all required seminars (10%);
- Successful completion of class assignments (40%); written report based on Recreation Career Placement 1A (50%).

**HPL2011 RECREATION CAREER PLACEMENT 1A**

**Campus** Footscray Park, Melton.

**Prerequisite(s)** HPR0111 Introduction to Recreation; or equivalent.

**Co-requisite(s)** HPL2010 Recreation Career Development 1A; or equivalent.

**Content**
- Students are out in the field for 70 hours.


**Recommended Reading** To be advised by the subject lecturer.

**Subject Hours** Nil.

**Assessment** Satisfactory/Unsatisfactory: compliance with all requirements as set out on the placement contract, submission of a satisfactory evaluation by the agency, completion of a personal report based on the placement by the student.

**HPL2176 FIELD EXPERIENCE: LEADERSHIP**

**Campus** Footscray Park, Melton.

**Prerequisite(s)** HPL1169 Field Experience: Community Service; HPL1170 Field Experience: Observation; or equivalent.

**Content** Field experience aims to provide students with the opportunity to place their acquired theory and knowledge into a relevant and practical context through application in the fields of Physical Education, Recreation and Health. The essential component of this subject is the development of individual and professional competencies. Through practical experience, students are able to develop contacts within the profession, gain an awareness of the current and potential services within the community and become familiar with the wide range of employment possibilities open to graduates. It is anticipated that the outcomes of this subject will be a greater understanding of the concepts embodied in 'Physical Education', 'Recreation' and 'Health'. These leadership placements comprise three separate experiences, each in a different setting. The experience should involve the following gradual stages: orientation and observation; one-to-one leadership situations; small group leadership situations; large group leadership situations; programming. The classes centre around student discussion of leadership experiences, topics related to effective leadership, visiting speakers and future field experience requirements.

**Required Reading** Field Experience Manual. Articles to be advised.

**Subject Hours** One hour lecture/seminar per week for one semester and seventy six hours (two weeks) of field contact for each subject.

**Assessment** Satisfactory/Unsatisfactory; attendance at all seminars as required and successful completion of class assignments and presentations; compliance with all requirements as set out on the contract; submission of a satisfactory evaluation by the agency; completion of a personal report and evaluation of the experience by the student.

**HPL2086 EXERCISE PRESCRIPTION**

**Campus** Footscray Park, Melton.

**Prerequisite(s)** HPL1180 Introductory Anatomy; HPL1190 Introductory Physiology; or equivalent.

**Content** The subject will draw upon the basic skills developed in other subjects to develop the theoretical knowledge and the practical skills necessary to the task of prescribing exercise. A broad range of resources will be accessed to provide insight and information necessary to prescription for a variety of special populations. A series of case studies will be used in parallel with the topics of discussion to provide practical application of the principles developed in lectures. Students will be required to present written solutions to problems which they can defend on logical, practical and theoretical bases.


**Subject Hours** Three hours per week for one semester comprising one two-hour lecture and one hour tutorial/laboratory.

**Assessment** Case study evaluations, 60% take home examination, 40%.

**HPL2214 ADVANCED COMMUNICATION SKILLS**

**Campus** Footscray Park, Melton.

**Prerequisite(s)** HPL1214 Communication Skills; or equivalent.

**Content** This subject will extend and broaden the students' understanding of human and technological communication as presented in HPL1214 Communication Skills 1. It will focus on the processes involved in the transmission of messages via communication techniques including computer networking and multi-media technology. Essential communication skills and techniques required in the community and business worlds will be examined and presented in the context of the fitness and recreation areas. Topics will include Business Communication; Professional Writing; Negotiation Skills; Front-line Communication; Conflict Resolution; Communication Technology; Non-verbal communication.

**Required Reading** Specific readings and references will be determined by the lecturer.


**Subject Hours** Three hours per week for one semester comprising one one-hour lecture and two hours of tutorial.

**Assessment** Communication portfolio, 40%; class presentation, 30%; research project, 30%. All components of assessment must be satisfactorily completed.

**HPL2226 CUSTOMER SERVICES-MARKETING AND MEDIA RELATIONS**

**Campus** Footscray Park, Melton.

**Prerequisite(s)** Nil.

**Content** The subject aims to develop the understanding of how recreation services need to be developed with a focus on the customer. This concept will be developed by assisting the students to gain an understanding of marketing concepts with an emphasis on promotion techniques utilising a broad range of media. The
subject will have an emphasis on practical customer service and media skills that can be applied in a range of recreation services.


**Subject Hours** Three hours per week for one semester comprising one two-hour lecture and one one-hour tutorial.

**Assessment** Group project, 50%; customer service review, 40%; promotion strategy, 30%.

**HPL2230 FIELD EXPERIENCE AND CONTEMPORARY ISSUES AND TRENDS IN FITNESS**

**Campus** Footscray Park, Melton.

**Prerequisite(s)** HPL1169 Field Experience: Community Service; HPL1170 Field Experience: Observation; HPL1274 Field Experience: Leadership; HPL2176 Field Experience: Leadership; equivalent.

**Co-requisite(s)** Must be taken concurrently with Second year.

**Content** This subject is designed to be the culminating subject for the course. It emphasises a three-week placement in the fitness field and class contract. It will enable students to view the role of fitness in the community from an informed perspective. Field experience aims to provide students with the opportunity to place their acquired theory and knowledge into a relevant and practical context through application in the fields of Physical Education, Recreation and Health. The essential component of this subject is the development of individual and professional competencies. Through practical experience, students are able to develop contacts within the profession, gain an awareness of the current and potential services within the community and become familiar with the wide range of employment possibilities open to graduates. Whilst involved in the field, students will be expected to identify, observe and document current issues, trends and problems. It is anticipated that the outcomes of this subject will be a greater understanding of the diverse and complex nature of Australian society and hence the mixed environment in which the professions of Physical Education, Recreation and Health function. Students are encouraged to formulate their personal and professional philosophy and clarify their definition of the concepts embodied in ‘Physical Education’, ‘Recreation’, ‘Fitness’. This field experience placement may involve some leadership, but also provides the student with the opportunity to become involved in the planning, organisation and administration of a program or project. Classes are designed to improve career options. Topics include: professional contracts, resources in the community, career options and writing job applications, including a resume. Classes will provide the opportunity for students to critically evaluate contemporary issues that they have identified in the recreation field. Students are encouraged to appreciate the principle of continuing education both informally and formally throughout their career. This education may include short courses, conferences, further diplomas or degrees and postgraduate studies.

**Required Reading** Field Experience Manual. Contemporary articles from relevant journals to be advised each year.

**Subject Hours** Three hours per week for one semester comprising two hours lecture/seminar and one one-hour tutorial and one hundred and fourteen hours (3 weeks) of field contact.

**Assessment** Satisfactory/unsatisfactory; attendance at all seminars as required and successful completion of class assignments and presentations; compliance with all requirements as set out on the contract; submission of a satisfactory evaluation by the agency; completion of a personal report and evaluation of the experience by the student.

**HPL2290 RESISTANCE TRAINING 2**

**Campus** Footscray Park, Melton.

**Prerequisite(s)** HPL3127 Resistance Training 1, or its equivalent.

**Content** This subject involves the introduction of advanced principles and practices of resistance training and their application to specific populations. The specific content is as follows: principles of programming for resistance training training systems and regimes, multiple set, light to heavy, heavy to light, pyramid, reverse pyramid, super set, circuit program, peripheral heart action system, super set split routine, forced repetition, functional isometrics, etc.; resistance training equipment, free weights, pulley systems, multi exercise stations, constant resistance machines, variable resistance and accommodating resistance machines; programming for strength, power, endurance, fat loss; programming for specific populations and conditions (e.g. children, elderly, handicapped, pregnancy, injury rehabilitation, various sports; facility design and operation.


**Subject Hours** One two-hour lecture/laboratory per week for one semester.

**Assessment** Assignment/laboratories, 50%; practical examination, 20%; final examination, 30%.

**HPL3010 RECREATIONAL DANCE AND DRAMA**

**Campus** Footscray Park, Melton.

**Prerequisite(s)** Nil.

**Content** Students will learn to observe and perform pre-existing material in order to identify and comprehend the patterns, codes and conventions that make up a specific play or dance. Students will learn a variety of known dances including, folk, bush, line, ballroom, jazz/funk and creative dance that are common within the community. Students will develop and perform original material that is specific to a known context or environment. Attendance at specific performances that illustrate the connection to work undertaken in the course or that informs the diversity of dance and drama within the recreational context.

**Required Reading** To be advised by the subject lecturer.

**Recommended Reading** To be advised by the subject lecturer.

**Subject Hours** One two hour studio session per week.

**Assessment** To be determined by lecturer and will include progressive assessment, theatre reviews, presentations/performances, and resource collation.

**HPL3011 AQUATIC LEISURE**

**Campus** Footscray Park, Melton.

**Prerequisite(s)** Nil.

**Co-requisite(s)** Accreditation in Level 2 First Aid, CPR, AustSwim Teacher of Swimming, Bronze Medallion, or Surf Lifesaving Bronze.

**Content** Practical and theoretical perspectives of the aquatic activities of swimming, diving, water polo, surfing, sailboarding, snorkelling, SCUBA diving, canoeing and kayaking. An appreciation, and experience of, the contrast in undertaking activities in varied locations such as swimming pools, dams, lakes, rivers, and oceans including programming, management and safety issues.
HPL3022 FIRST AID
Campus Footscray Park, Melton.
Prerequisite(s) Nil.
Content This required subject provides Level 2 St John First Aid Certificate. It provides the opportunity to acquire the First Aid certification and to develop knowledge and skills necessary for the treatment of injuries.
Required Reading To be advised by lecturer.
Subject Hours Two hours per week for one semester comprising a combination of lecture and practical sessions.
Assessment Theoretical examination, 50%; practical examination, 50%.

HPL3025 AQUATIC ACTIVITY A
Campus Footscray Park, Melton.
Prerequisite(s) Nil.
Content This subject is designed to provide the students with a comprehensive knowledge of the sport of swimming. The subject will also provide the students the opportunity to earn the AustSwim Teaching Certificate.
Required Reading AustSwim Manual.
Subject Hours Three hours per week for one semester comprising one-hour lecture and two hours of laboratory.
Assessment Assignments, resource file, research, 25%; examination, 25%; practical skills assessment, 25%; progress and participation, 25%.

HPL3029 TEAM ACTIVITY A
Campus Footscray Park, Melton.
Prerequisite(s) Nil.
Content This subject provides the opportunity for the students to take a subject that may develop as the opportunity presents itself. Examples include the provision of AusSki Sports program in the 1991 program. The intention is to provide a generic subject that encompasses the principles of a team sport or activity that normally would not be provided. The emphasis will be on alternative e.g. modified games, or evolving sport/activities that normally would not be provided. The emphasis will be on innovative and will assist the students to gain experience in new and exciting activities.
Required Reading To be advised by lecturer.
Subject Hours Two hours per week for one semester comprising a combination of lecture and practical sessions.
Assessment Take home examination, 30%; attendance, 10%; coursework, 60%.

HPL3061 HALLS ACTIVITIES
Campus Footscray Park, Melton.
Prerequisite(s) Nil.
Content The subject aims to provide the student with the knowledge, skills, techniques and future resources necessary to provide creative and effective recreation leadership in a hall setting. The objectives of the subject are to gain an understanding of the basic principles of recreation leadership; acquire knowledge of activity analysis; develop recreation leadership skills and techniques necessary to successfully conduct activities in a hall setting; become acquainted with resources available to the recreation leader in a hall setting; have the opportunity to plan, conduct and evaluate recreation activities in a hall setting; develop the ability to adapt/modify activities as circumstances require.
Required Reading To be advised by the lecturer.
Recommended Reading Class notes.
Subject Hours Two hours per week for one semester.
Assessment Activity presentation/evaluation, 100 points; creative activities and modification, 100 points; creative activities notebook, 100 points. Unless prior arrangements have been made with the lecturer, any assignments turned in after 5.00pm on the due date will be marked down one letter grade. Any assignment turned in more than one week late will receive a grade of zero. All components of assessment must be satisfactorily completed.

HPL3075 WATER SAFETY AND LIFESAVING
Campus Footscray Park, Melton.
Prerequisite(s) An ability to swim.
Co-requisite(s) HPL3099 First Aid and Sports Injuries; or equivalent.
Content A lecture and practical participation subject designed to provide students with comprehensive knowledge of lifesaving techniques, water safety and swimming. At the completion of the subject, students will be provided with the opportunity to obtain the Royal Life Saving Society of Australia Bronze Medalion Award.
Subject Hours Two hours per week for one semester comprising one two-hour lecture/laboratory.
Assessment Lecture and practical attendance, 20%; theory component, 50% practical examination, 30%.

HPL3095 TEACHING SWIMMING
Campus Footscray Park, Melton.
Prerequisite(s) Ability to swim.
Content AustSwim Teaching and Water Safety Certificate Course.
Required Reading AustSwim Text.
Subject Hours Two hours per week for one semester comprising lecture/theory and practical swim laboratories.
Assessment AustSwim Log Book, AustSwim supervised lesson plans for 20 hours practical teaching; Practical examination: stroke technique and life saving component; theory examination, short answer and multiple choice (minimum score of 60% for AustSwim Accreditation); CPR – a current CPR Certificate (photocopy proof) with updates to CPR qualification recommended every 12 months.

HPL3125 WALKING AND RUNNING
Campus Melton.
Prerequisite(s) Nil.
Content This subject will provide students with a comprehensive knowledge of walking and running and its place in community fitness and training. On completion of the subject, students will be able to demonstrate a knowledge of the theory and principles of walking and running training; and design walking and running programs and walking and running events.
Required Reading To be advised by lecturer.
Subject Hours Two hours per week for one semester comprising practical sessions.
Assessment To be determined by lecturer.
HPL327 RESISTANCE TRAINING 1
Campus: Footscray Park or Melton.
Prerequisite(s): Nil.
Content: This subject is an introduction to the theories, principles and practice of resistance training. The specific contents are as follows: the physiological theories, principles and effects of resistance training; the biomechanical theories and principles of resistance training; resistance training for strength, power and endurance; major muscle groups; compound and isolated exercises; exercise variations; technique and safety; resistance training technology; designing and practicing a personal resistance training program; nutrition and weight training.
Required Reading: Garhammer, J. 1986, 
Sports Illustrated Strength Training, Harper and Row.
Subject Hours: Three hours per week for one semester comprising lecture/laboratory.
Assessment: Take home examination, 60%; exercise logbook, 10%; three exercise demonstrations, 30%.

HPL3230 RECREATION INDUSTRY DEVELOPMENT
Campus: Footscray Park or Melton.
Prerequisite(s): HPR2003 Management Practice in Recreation and Fitness; HPL2226 Customer Service – Marketing and Media Relations or equivalents.
Content: A trend of the 1990’s in the leisure industry is to have an increasing number of leisure services developed and delivered by small business. This subject will cover the fundamental concepts that are required by agencies to develop small business operations for the leisure industry. Topics will include Determining the Need for Services; Understanding the Leisure Consumer; Small Business Planning; Small Business Marketing; Financial Management for Small Business; Small Business Law; Staffing and Small Business; Preparing Tender Documents; Working as a Consultant; Franchising and Quality Assurance and Small Business.
Required Reading: Crossley, J.C. and Jamieson, L.M. 1988, 
Introduction to Commercial and Entrepreneurial Recreation, Sagamore, Illinois. Specific readings and references will be determined by the lecturer.
Subject Hours: Three hours per week for one semester comprising of one two-hour lecture and one one-hour tutorial or the equivalent.
Assessment: Development of a small leisure business proposal, 60%; group project/research presentation, 25%; individual project, 15%. All components of assessment must be satisfactorily completed.

HPL3235 ADVANCED LEADERSHIP
Campus: Footscray Park, Melton.
Prerequisite(s): HPL1195 Leadership in Recreation and Fitness; HPR0013 Leadership in Recreation; or equivalent.
Content: This subject will examine issues and challenges of leadership in the twenty-first century. It will expand on the foundational work covered in HPL1195 Leadership in Recreation and Fitness, focusing on trends and strategies for effective personal leadership in community, organisation, and business settings. The role and potential for creative leadership within the recreation and fitness fields will be studied. Areas to be examined include the implications of personality on leadership style, operation and delivery; principles and practices of best practice, adaptive leadership; profiles, case studies and analysis of successful leaders; characteristics of successful leadership strategies; leadership considerations of clients; leadership styles in the managerial role.
Required Reading: Specific readings and references will be determined by the lecturer.
Subject Hours: Three hours per week for one semester comprising of two hours of lecture and one one-hour tutorial.
Assessment: Personality paper, 20%; resource review, 15%; group project, 30%; final paper, 35%. All components of assessment must be satisfactorily completed.

HPL3240 SOCIAL ECOLOGY
Campus: Footscray Park, Melton.
Prerequisite(s): Nil.
Content: This subject focuses on the interface between people and their environment. It aims to develop an understanding of how plants, animals, people and technology interact, exploring ways for the creation of a sustainable and healthy society. The subject presents strategies and models for collaborative action and creative transformation in work and community environments. Topics covered will include Human Ecology, Environmental Ethics, Organisational Change and Group Process, Environmental Policy, Understanding as a Social Ecology, Learning Processes.
Required Reading: Specific readings and resources will be determined by the lecturer.
Subject Hours: Three hours per week for one semester comprising of one two-hour lecture and one hour tutorial.
Assessment: Group study, 25%; class presentation, 25%; resource reviews, 25%; major issue paper, 25%. All components of assessment must be satisfactorily completed.

HPL3900 OUTDOOR RECREATION
Campus: Footscray Park, Melton.
Prerequisite(s): Nil.
Content: The subject will introduce students to outdoor recreation and the role of outdoor adventure pursuits in meeting the diverse needs of the community. Students will develop their understanding of the principles of leadership, legal liability, planning and programming, clothing and equipment, and skills development in the outdoor adventure context. Upon completion of the subject, students should be aware of and able to demonstrate satisfactorily the skills and techniques involved in participating on and planning of safe, responsible and meaningful outdoor adventure programs. Students will select one or a combination of the following outdoor...
adventure activities: canoeing, kayaking, rafting, rock climbing, skiing, bushwalking, cycling and sailing. The conduct of each program will be negotiated with the lecturer in charge and reflect the skills and interest of each group.


**Subject Hours** Three hours per week for one semester comprising one one-hour lecture and two hour tutorials, practical classes or the equivalent. Subject hours will involve extended field trips.

**Assessment** Group project, 30%; individual assignments, 40%; examination, 30%. All components of assessment must be satisfactorily completed.

### HPL3901 ISSUES AND TRENDS IN RECREATION FOR SPECIFIC POPULATIONS

**Campus** Footscray Park, Melton.

**Prerequisite(s)** HPR0121 Disability Awareness; or equivalent.

**Content** The aim of this subject is to provide students with both the theoretical and practical knowledge in the successful integration of people with disabilities into community based recreation options as well as into specific therapeutic settings. Issues surrounding the ability of people with disabilities to lead positive leisure lifestyles will be covered. Topics covered will include orientation to recreation for special populations, normalisation principles, leadership of specific populations, program design, facility design and accountability, accounts/apparatus/assistive devices, advocacy and legislation, funding sources, leisure education (being a resource), and current events and issues.

**Required Reading** Specific readings and resources will be determined by the lecturer.


**Subject Hours** Three hours per week for one semester comprising one two-hour lecture and one one-hour tutorial.

**Assessment** Practical project, 35%; examination, 20%; personal interviews, 20%; issue paper, 15%.

### HPL3902 RECREATION SERVICES FOR CHILDREN AND YOUTH

**Campus** Footscray Park, Melton.

**Prerequisite(s)** Nil.

**Content** This subject will examine leadership issues relating to the provision of fitness and recreation services for children and youth. Its emphasis will be on the development of leadership styles, programs and initiatives that meet the changing needs of young people and society at large. The subject will place particular emphasis on recreation and fitness services for non-English speaking and Koori youth, as well as current youth issues and their relationship to recreation and fitness service providers. Subject areas will include child and adolescent development, youth agencies, goal setting, youth issues and responses, innovative program strategies for youth at risk.

**Required Reading** To be advised by the lecturer.


**Subject Hours** Three hours per week for one semester comprising one two-hour lecture and one one-hour tutorial.

**Assessment** Case study report, 25%; resource survey, 15%; individual paper, 35%; group program presentation, 25%.

### HPL3903 RECREATION SERVICES FOR OLDER ADULTS

**Campus** Footscray Park, Melton.

**Prerequisite(s)** Nil.

**Content** This subject will present a theoretical and practical base for the development of initiatives and programs for the rapidly increasing adult and older adult market. The subject content will be applicable for both active and frail aged applications, and include issues and considerations within ageing and leisure in Later life. Topics will include the ageing process, including biological, psychological and social; leisure environments such as the community, long-term care facilities and retirement villages; strategies of leisure education; retirement and leisure; leadership applications; programming for special needs.

**Required Reading** Specific readings and references will be determined by the lecturer.


**Subject Hours** Three hours per week for one semester comprising one two-hour lecture and one one-hour tutorial.

**Assessment** Individual project, 25%; group project, 25%; examination, 25%; final paper, 25%. All components of assessment must be satisfactorily completed.

### HPL3904 CORPORATE RECREATION SERVICES

**Campus** Footscray Park, Melton.

**Prerequisite(s)** Nil.

**Content** This subject is designed to develop an understanding of the potential role of fitness and recreation services within the working environment. Students will review existing and emerging trends in Australia, focusing on both facility based and outreach initiatives within small business and larger corporate settings. A study of overseas corporate fitness and recreation programs, their philosophies, policies and practices will be covered. The role of the leader in presenting corporate recreation and fitness concepts and services will be included in the subject.

**Required Reading** To be advised by the lecturer.


**Subject Hours** Three hours per week for one semester comprising one one-hour lecture and one two-hour tutorial.

**Assessment** Field report, 35%; subject research study, 20%; individual class presentation, 15%; group project, 30%. 

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**HPR003 FIELD EXPERIENCE SEMINAR 3**

Campus: Footscray Park.

**Prerequisite(s):** HPR0101 Field Experience Seminar 2; HPR0102 Field Placement 1; Leadership.

**Co-requisite(s):** Must be taken concurrently with second year subjects.

**Content:** Field experience aims to provide students with the opportunity to place their acquired theory and knowledge into a relevant and practical context through application in the field of Recreation. The essential component of this subject is the development of individual and professional competencies. Through practical experience, students are able to develop contacts within the profession, gain an awareness of the current and potential services within the community and become familiar with the wide range of employment possibilities open to graduates. It is anticipated that the outcomes of this subject will be a greater understanding of the diverse and complex nature of Australian society and hence the mixed environment in which the profession of Recreation functions. Students are encouraged to formulate their personal and professional philosophy and clarify their definition of the concepts embodied in Recreation. Classes are designed to further develop the student’s contacts within the profession, and make them aware of the wide range of employment possibilities available. Classes will centre around guest speakers, student presentations and lectures.

**Required Reading:** Field Experience Manual. Articles to be advised by the lecturer.

**Subject Hours:** One one-hour lecture/seminar per week for one semester.

**Assessment:** Attendance at all required seminars, 10%; class projects and presentations, 90%.

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**HPR004 FIELD EXPERIENCE SEMINAR 4**

Campus: Footscray Park.

**Prerequisite(s):** HPR0103 Field Experience Seminar 3; HPR0102 Field Placement 1; Leadership, or equivalent.

**Co-requisite(s):** HPR0105 Field Placement 2: Programming, Planning and Management, or equivalent.

**Content:** Field experience aims to provide students with the opportunity to place their acquired theory and knowledge into a relevant and practical context through application in the field of Recreation. The essential component of this subject is the development of individual and professional competencies. Through practical experience, students are able to develop contacts within the profession, gain an awareness of the current and potential services within the community and become familiar with the wide range of employment possibilities open to graduates. It is anticipated that the outcomes of this subject will be a greater understanding of the diverse and complex nature of Australian society and hence the mixed environment in which the profession of Recreation functions. Students are encouraged to formulate their personal and professional philosophy and clarify their definition of the concepts embodied in Recreation. The opportunity to gain insight into the planning and management practices of an agency is provided. Classes centre around student discussion of placements, topics related to effective planning, programming and management practices, visiting speakers and final year placement requirements.

**Required Reading:** Field Experience Manual. Articles to be advised by the lecturer.

**Subject Hours:** One one-hour lecture/seminar per week for one semester.

**Assessment:** Attendance at all required seminars, 10%; successful completion of class assignments and presentations, 20%; written report based on Field Placement 2: Programming, Planning and Management, 70%.

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**HPR005 FIELD PLACEMENT 2: PROGRAMMING, PLANNING AND MANAGEMENT**

Campus: Footscray Park.

**Prerequisite(s):** HPR0102 Field Placement 1: Leadership, or equivalent.

**Co-requisite(s):** HPR0104 Field Experience Seminar 4; or equivalent. Must be taken concurrently with second year subjects.

**Content:** Field experience aims to provide students with the opportunity to place their acquired theory and knowledge into a relevant and practical context through application in the field of Recreation. The essential component of this subject is the development of individual and professional competencies. Through practical experience, students are able to develop contacts within the profession, gain an awareness of the current and potential services within the community and become familiar with the wide range of employment possibilities open to graduates. This experience may involve some leadership, but also provides the student with the opportunity to plan and manage a recreation program or project. This may also include a research component.

**Required Reading:** Field Experience Manual. Articles to be advised by lecturer.

**Subject Hours:** One hour and five hours (3 weeks).

**Assessment:** Satisfactory/unsatisfactory. Compliance with all requirements as set out on a negotiated field placement contract; submission of a satisfactory evaluation by the agency; completion of a personal report and evaluation of the experience by the student.

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**HPR006 FIELD EXPERIENCE SEMINAR 5**

Campus: Footscray Park.

**Prerequisite(s):** HPR0104 Field Experience Seminar 4; HPR0105 Field Placement 2: Programming, Planning and Management, or equivalent.

**Co-requisite(s):** HPR0107 Field Placement 3 – Professional Practice, or equivalent.

**Content:** Field experience aims to provide students with the opportunity to place their acquired theory and knowledge into a relevant and practical context through application in the field of Recreation. The essential component of this subject is the development of individual and professional competencies. Through practical experience, students are able to develop contacts within the profession, gain an awareness of the current and potential services within the community and become familiar with the wide range of employment possibilities open to graduates. It is anticipated that the outcomes of this subject will be a greater understanding of the diverse and complex nature of Australian society and hence the mixed environment in which the profession of Recreation functions. Students are encouraged to formulate their personal and professional philosophy and clarify their definition of the concepts embodied in Recreation. The seminar in final year is designed to improve career options. Topics include: professional contacts, resources available in the community, career options and writing job applications, resume writing. Students are encouraged to appreciate the principle of continuing their professional education both informally and formally throughout their career. This education may include short courses, conferences, further diplomas, or degrees and postgraduate studies.

**Required Reading:** Field Experience Manual. Articles to be advised by the lecturer.

**Subject Hours:** One one-hour lecture/seminar per week for one semester.

**Assessment:** Attendance at all required seminars, 10%; successful completion of class assignments and presentations, 20%; written report based on Field Placement 3: Professional Practice, 70%.
HPR0107 FIELD EXPERIENCE PLACEMENT 3: PROFESSIONAL PRACTICE

Campus Footscray Park.
Prerequisite(s) HPR223 Recreation Career Placement 2; or equivalent.
Content Field experience aims to provide students with the opportunity to place their acquired theory and knowledge into a relevant and practical context through application in the field of Recreation. The essential component of this subject is the development of individual and professional competencies. Through practical experience, students are able to develop contacts within the profession, gain an awareness of the current and potential services within the community and become familiar with the wide range of employment possibilities open to graduates. This placement is an extension of the experience gained in HPR223 Recreation Career Placement 2 and should relate to the student's area of interest or major study. Where feasible the student should also have become involved in, or observe all organisations and administrative levels of the agency.
Required Reading Field Experience Manual.
Subject Hours One hundred and seventy five hours (five weeks).
Assessment Satisfactory/unsatisfactory. Compliance with all requirements as set out on a negotiated field placement contract; submission of a satisfactory evaluation by the agency.

HPR0108 FIELD PLACEMENT 4: PROFESSIONAL PRACTICE

Campus Footscray Park.
Prerequisite(s) HPR0107 Field Placement 3: Professional Practice; or equivalent.
Content Field experience aims to provide students with the opportunity to place their acquired theory and knowledge into a relevant and practical context through application in the field of Recreation. The essential component of this subject is the development of individual and professional competencies. Through practical experience, students are able to develop contacts within the profession, gain an awareness of the current and potential services within the community and become familiar with the wide range of employment possibilities open to graduates. This placement is an extension of the experience gained in HPR223 Recreation Career Placement 2 and should relate to the student's area of interest or major study. Where feasible the student should also become involved in, or observe all organisations and administrative levels of the agency.
Required Reading Field Experience Manual.
Subject Hours Five hours: (one hour equals one week (35 hours) in the field). The choice of agency in the field must differ from all previous field placements.
Assessment Satisfactory/unsatisfactory. Compliance with all requirements as set out on a negotiated field placement contract; submission of a satisfactory evaluation by the agency.

HPR0112 INTRODUCTION TO RECREATION

Campus Footscray Park, Melton.
Prerequisite(s) Nil.
Content The aim of the subject is to introduce students to the total field of recreation. This subject will assist students in developing a personal and professional philosophy about recreation, play and leisure, developing an awareness of the historical development of recreation, both in Australia and globally, and developing an understanding of current issues in the field. In addition, it will provide a basic understanding of the functioning of recreation organisations through the examination of a number of case studies.

Required Reading To be advised by lecturer.
Subject Hours Four hours per week for one semester, comprising one two-hour lecture and one two-hour tutorial.
Assessment Projects, 60%; tests, 40%.

HPR0113 LEADERSHIP IN RECREATION

Campus Footscray Park, Melton.
Prerequisite(s) Nil.
Content The aims of this subject are to: explore aspects of leadership and its application in the recreation setting; acquaint students with the concepts, theories and practice of leadership; assist the students to understand the various elements involved in leadership (i.e. groups, various populations, human behaviour, etc.); highlight the relationship between leadership concepts, theories and practice in administration, management, and programming, in the field of recreation; review a broad range of historical and contemporary theories relating to leadership development and advancement; gain an understanding of the styles of leadership, and when to apply each; understand how to apply various roles performed by the leader; initiate the development of a philosophy of leadership and to assist the student to develop an appropriate leadership style to suit their philosophy; help the student understand their current style of leadership, and assist them to strengthen or review this style; assist the student to understand basic group behaviour, group processes and how leadership influences groups, and the people skills that a leader requires; and to understand how different populations react to leadership and the effect of various styles on different groups.
Required Reading To be advised by lecturer.
Subject Hours Four hours per week for one semester, comprising two hours lectures and two hours tutorial.
Assessment Assignment, 20%; mid semester examination, 35%; take home examination, 45%. All components of the assessment must be satisfactorily completed.

HPR0114 SOCIETY AND SOCIAL BEHAVIOUR

Campus Footscray Park.
Prerequisite(s) Nil.
Content The subject is intended to broaden student perspectives on society and social behaviour by adopting an interdisciplinary approach. A selected study of sociological themes and issues will be offered for understanding the contemporary social world. The student will be provided with the opportunity to examine the process of socialisation including the social factors which influence patterns of inequality. The sociological perspective will include an introductory excursion into the social institutions which shape and structure our lives: school, work, family politics, and leisure. The study of the five preceding social institutions will be linked to the theme of social inequality.
Required Reading Bilton, T. et al. 1987, Introductory Sociology 2nd edn., The Macmillan Press Ltd, London. Selected reading material from relevant monographs and journals will be available on Closed Reserved at the Footscray Park Campus Library of Victoria University of Technology.
Subject Hours Four hours per week for one semester comprising one two-hour lecture and one two-hour tutorial.
Assessment Assessment is cumulative and based upon: Tutorial presentation., tutorial presentation, 20%; research papers, 45%; take home examinations, 35%.

HPR0121 DISABILITY AWARENESS

Campus Footscray Park, Melton.
Prerequisite(s) Nil.
Content This subject is designed to promote an awareness and understanding of human disability. Students will have the
opportunity to explore personal and community attitudes toward, and behaviour dealing with specific populations. In addition, students will acquire an understanding of the sociological, psychological, and physical traits of various specific groups and the implications these have on the provision of services. Content areas to be covered include: historical background of disability; sociological, psychological and physical characteristics of specific populations; issues and philosophical questions relevant to disability.


Subject Hours Four hours per week for one semester comprising two hours of lectures and two hours of tutorials.

Assessment Disability experience, 15%; field experience, 15%; individual assignment, 30%; quizzes, 40%.

HPR0211 PROGRAMMING IN RECREATION

Campus Footscray Park.

Prerequisite(s) Nil.

Content This subject is designed to provide the students with an overview of recreation programming which includes the development of a personal programming philosophy, an understanding of the programming process, an appreciation of the scope of recreation programming, and an acquisition of the leadership skills necessary for the successful implementation of recreation programs. Content areas to be covered include: philosophical issues; systematic recreation programming process; recreation program settings; recreation skills for the program areas arts and crafts, dance, drama, music, hobbies, mental and literary, social recreation, outdoor recreation, sports.


Subject Hours Four hours per week for one semester comprising two hours of lectures and two hours of laboratories.

Assessment Class projects, 50%; individual assignment, 25%; examination, 25%.

HPR0212 RESEARCH TECHNIQUES

Campus Footscray Park.

Prerequisite(s) Nil.

Content This subject aims to promote in students an understanding of research techniques, the nature of scientific inquiry, and the principles of research design and analysis. The subject will also include a study of selected elementary statistics for application to research measurement and assessment in research projects. Areas to be covered include: the nature and purpose of research; qualitative versus quantitative research; research issues/methods; planning a research project; data collection; analysis of data; descriptive statistics; selected parametric tests; selected nonparametric tests; management of a student research project.


Subject Hours Four hours per week for one semester comprising two hours of lectures and two hours of tutorials.

Assessment Research reviews/critiques, 15%; research project, 35%; final examination, 50%. All components of assessment must be satisfactorily completed.

HPR0225 HUMAN RESOURCE MANAGEMENT IN RECREATION

Campus Footscray Park.

Prerequisite(s) Students must have satisfactorily completed HPR0126 Introduction to Recreation Management; or equivalent.

Content This subject is designed to provide an overview of human resource management within recreation organisations. Content areas include: acquisition of human resources; development of human resources; motivation of human resources; maintenance of human resources.


Subject Hours Four hours per week for one semester comprising one two-hour lecture and one two-hour tutorial.
HPR0221 RECREATION PLANNING

Campus Footscray Park.

Prerequisite(s) Nil.

Content The subject aims to examine recreation planning through the development of an understanding of general planning concepts in the personal, corporate, community, urban and natural resource setting. Approaches and techniques for planning have been developed to assist in the delivery of services. This subject applies the planning approaches to the broad range of settings where recreation services may be delivered. The examination and application of planning theory will provide the basis for learning about applied recreation planning practices.


Subject Hours Four hours per week for one semester comprising one two-hour lecture and one two-hour tutorial.

Assessment Assignments, 30%; group tutorial presentation, 30%; final examination, 40%. All components of assessment must be satisfactorily completed.

HPR0223 SOCIAL PSYCHOLOGICAL DIMENSIONS OF LEISURE

Campus Footscray Park.

Prerequisite(s) HPR0114 Society and Social Behaviour or an equivalent degree level subject in Introductory Sociology.

Content The subject will aim for students to appreciate the usefulness of psychology in understanding the nature of leisure and examine the relationship between leisure and psychological well being. The study of the impact of motivation, attitudes and perception on leisure participation for individuals will be a focus of this subject. The subject will also introduce students to contemporary theories and concepts of individual processes and how they relate to the field of recreation management.

Required Reading To be advised by lecturer.

Subject Hours Four hours per week for one semester comprising one two-hour lecture and one two-hour tutorial.

Assessment Article reviews, 25%; term paper, 35%; final examination, 40%. All components of assessment must be satisfactorily completed.

HPR0224 MARKETING MANAGEMENT IN RECREATION

Campus Footscray Park.

Prerequisite(s) Nil.

Content The subject aims to develop an understanding of marketing management principles, systems and practice as it relates to the delivery of recreation services. The development of customer service perspective has increased in recent years in the recreation industry. The introduction of innovative marketing practices has been an integral component of the customer service improvements. The subject examines these marketing practices and will assist students to develop an understanding of how the marketing service delivery system operates and how they can apply it in their work in the recreation field.


Subject Hours Four hours per week for one semester comprising one two-hour lecture and one two-hour tutorial.

Assessment Group market research/planning project, 30%; marketing review of a recreation or community service, 40%; individual project (to be determined by the student) which will be either a tutorial presentation or a marketing strategy report, 30%. Details about the assessment will be provided in lectures. All components of assessment must be satisfactorily completed.

HPR0311 FINANCIAL MANAGEMENT IN RECREATION

Campus Footscray Park.

Prerequisite(s) Nil.

Content The management of finances is an important component in the delivery of any recreation service. This subject aims to develop a sound understanding of financial management principles and practice within the recreation industry. The content will cover the general financial concepts such as budgets, cash flow, financial statements, pricing, control systems, etc. and then apply them through practical exercises from the recreation industry.

Required Reading Case Study Manual to be provided.


Subject Hours Four hours per week for one semester comprising one two-hour lecture and one two-hour tutorial.

Assessment Assignments and/or tutorials, 50%; major financial plan report, 50%. All components of assessment must be satisfactorily completed.

HPR0312 LEGAL ISSUES IN RECREATION

Campus Footscray Park.

Prerequisite(s) Nil.

Content This subject introduces students to the legal issues that impinge upon the activities of people working as managers in the recreation field. An overview of the Australian legal system will be followed by a detailed analysis of legal structures and statutory requirements for the management of recreational organisations, injury liability, contract law, anti-discrimination and equal opportunity legislation, health and safety legislation, gaming legislation and controls, liquor licensing and trade practices law. Students will be expected to analyse and discuss appropriate legal cases.

Required Reading Sarre, R. 1987, Leisure Time and the Law, CCH, Australia. Selected reading material from relevant monographs and journals will be available on Closed Reserved at the Footscray Park Library of Victoria University of Technology.

Subject Hours Four hours per week for one semester comprising four one-hour seminars.

Assessment Mid-semester test, 15%; tutorial exercises, 20%; individual assignment, 30%; final examination, 35%.

HPR0321 GRADUATING SEMINAR

Campus Footscray Park. 

Assessment Syndicate assignment, 20%; research/applied project, 40%; examinations, 40%. 

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Prerequisite(s) Students must have satisfactorily completed a minimum of 75 per cent of coursework for the degree in Bachelor of Arts (Recreation); or equivalent.

Co-requisite(s) Students from any other undergraduate degree wishing to enrol in this subject will need to demonstrate that they have also completed approximately 75 per cent of their course requirements; or equivalent.

Content This subject is designed to be the integrating subject for the course. It is designed to provide the student the opportunity to view the role of recreation in society from an informed and multi-disciplinary perspective. An important challenge for the seminar will be the need to overcome the parochial view often adopted for recreation within society. Students will be required to understand, analyse and discuss current issues and problems in the field of contemporary recreation by employing a multi-disciplinary approach and applying the broad range of knowledge acquired in preceding undergraduate subjects.


Subject Hours Four hours per week for one semester comprising two hours of lectures and one two-hour seminar.

Assessment Syndicate seminar, 25%; class exercises, 25%; final examination, 50%.

HPR0322 VOLUNTEER MANAGEMENT IN RECREATION

Campus Footscray Park.

Prerequisite(s) Nil.

Content The aim of this subject is to: acquaint students with contemporary concepts, and approaches to recreation volunteer management; introduce students to the role and impact of volunteer contribution in a diverse range of community and recreation settings; provide an understanding of the practical implications of developing and incorporating a comprehensive volunteer program within the recreation service; review voluntary service impact on social change and community development; introduce the relationship between recreation provision and the voluntary section; focus on a systematic approach to volunteer recruitment, policy development, selection, screening, organisation and role orientation, matching skills to role, support and supervision, plus evaluation procedures; examine the training and development of voluntary workers and agency staff; develop an appreciation of the role, responsibilities and the rights of voluntary workers; develop strategies for the management, administration, budgeting of volunteer programs and services; review role of support staff and co-ordinators of volunteers.

Required Reading To be advised by the lecturer.

Subject Hours Four hours per week for one semester comprising one two-hour lecture and one two-hour tutorial.

Assessment Assignment, 40%; community investigation, 30%; report, 30%. All components of the assessment must be satisfactorily completed.

HPR0409 FACILITY MANAGEMENT IN RECREATION

Campus Footscray Park.

Prerequisite(s) Nil.

Co-requisite(s) Students wishing to enrol from any other undergraduate degree will need to demonstrate that they have completed seventy-five per cent of their course requirements.

Content A lecture, tutorial and fieldwork subject designed to familiarise students with recreation facility feasibility study processes and with strategies for the effective planning, design and management of recreation facilities. Specific attention is given to principles of management, management styles, the scope of management and sound management practices.


Subject Hours Three hours per week comprising lectures and laboratory/field trip work.

Assessment Fieldwork reports, 20%; management critique, 40%; examination, 40%.

HPR0414 LEISURE EDUCATION AND LEISURE COUNSELLING

Campus Footscray Park.

Prerequisite(s) Nil.

Content The aim of this subject is to: review selected theoretical and practical notions of counselling approaches appropriate to the field of recreation; develop an understanding and application of basic counselling skills necessary to enable effective communication to occur on an 'individual', or an 'individual to group' basis; develop an appreciation of the contribution that counselling (in the recreation service context) can make to an individual's personal, professional growth, development and health by exploring the effect of the individuals lifestyle, life cycle, life crisis, and life development; develop an understanding of human behaviour in relation to counselling situations; develop an understanding of the effect of personal, social and environmental factors, impacting on the individual, group and/or organisation, and their relationship to the counselling role in the recreation setting; review selected theoretical and practical notions of leisure education; assist students develop realistic strategies which focus upon leisure and professional growth, development and health by exploring the processes and with strategies for the effective planning, design and management of recreation facilities. Specific attention is given to principles of management, management styles, the scope of management and sound management practices.

Required Reading To be advised by the lecturer.

Subject Hours Four hours per week for one semester, comprising two hours of lectures and two hours of tutorials.

Assessment Assignment, 40%; community investigation, 30%; report, 30%. All components of the assessment must be satisfactorily completed.

HPR0416 FACILITY MANAGEMENT IN RECREATION

Campus Footscray Park.

Prerequisite(s) Nil.

Co-requisite(s) Students wishing to enrol from any other undergraduate degree will need to demonstrate that they have completed seventy-five per cent of their course requirements.
Content A lecture, tutorial and fieldwork subject designed to familiarise students with recreation facility feasibility study processes and with strategies for the effective planning, design and management of recreation facilities. Specific attention is given to principles of management, management styles, the scope of management and sound management practices.


Subject Hours Three hours per week comprising lectures and laboratory/field trip work.
Assessment Fieldwork reports, 20%; management critique, 40%; examination, 40%.

HPR0419 COMMERCIAL RECREATION MANAGEMENT
Campus Footscray Park.
Prerequisite(s) HPR0224 Marketing Management in Recreation; HPR0312 Legal Issues in Recreation; HPR0311 Financial Management in Recreation; or equivalent.

Content A lecture/seminar subject designed to familiarise students with entrepreneurial activities in the recreation industry such as determining needs for recreation services; preparing responses to tender documents for recreation facilities, programs or services; marketing and establishing a recreation consultancy service or recreation delivery agency; and the operational aspects of managing a recreation agency.


Subject Hours Four hours per week comprising two hours of lectures and two hours of tutorial.
Assessment Group project, 20%; individual agency proposal, 40%; individual assignments, 40%.

HPR0420 LEISURE AND AGEING
Campus Footscray Park.
Prerequisite(s) Nil.

Content This subject will provide an introduction to ageing and leisure. Content areas to be covered include: sociological and physiological characteristics of older adults; global demographic trends with particular reference to the social, economic and political implications for the aged population in multi-cultural Australia; the impact of retirement; individual variations in aspirations, needs, interests and functional abilities; programming models which can be used to plan, develop, implement and evaluate recreation programs for older adults; the role of physical, mental and social activities in the promotion of wellness for older adults; the changing roles and importance of leisure in the life cycle; and resources available to the aged community at the local, state and national level.


Subject Hours Four hours per week for one semester comprising two hours of lectures and one two-hour seminar.
Assessment Individual assignment, 33%; quizzes, 50%; group project, 16%.

HPR0311 HONOURS THESIS (FULL-TIME)
Campus Footscray Park.
Prerequisite(s) Nil.
Content The Honours thesis is designed to be an educational experience that gives the student the opportunity to conceptualise, design, implement and evaluate a specific research project related to recreation management. Unlike a Masters or Doctoral thesis, the Honours thesis is not expected to, although it may, contribute to a discipline's body of knowledge. The broad aim of the subject is to promote the development of the student as an independent researcher. The specific aims are to develop and use the skills necessary to conduct a research project and present a formal written thesis. The student should be able to generally display the resourcefulness and academic rigour required of an independent researcher. More specifically, the student should be able to: identify/construct a research problem or issue; review the relevant literature; determine appropriate methods (including ethics) to study the problem; collect and analyse data, using suitable quantitative, qualitative or other appropriate methods and techniques; report the results, discuss the results in the context of the review of literature, draw conclusions, evaluate the process undertaken and make recommendations for future research and for practice; and present the whole process clearly and accurately in a formal thesis normally between 7000 and 15,000 words.

Required Reading To be advised by lecturer.

Subject Hours The research process will be monitored by regular meetings with the supervisor in light of the agreed-upon research proposal. On the advice of the supervisor, students may be required to undertake coursework studies to acquire or develop the knowledge and skills required to successfully complete the thesis.

Assessment The final thesis will be examined by two academics with expertise in the specific area of the research. These may be internal or external to the School or the University and will not include the supervisor. This examination will constitute 100% of the assessment. Each examiner will independently recommend one of the following outcomes to her/his assessment of the thesis: a)pass (with an appropriate letter grade) without further examination; b)pass (with an appropriate letter grade) subject to corrections to the satisfaction of the School's Honours Courses Committee; c)deferred for resubmission after major revision; d)deferred for resubmission after major revision; or d)fail. In the event that there is a major disagreement between the examiners, a third examiner will be appointed.

HPR0321 HONOURS THESIS (PART-TIME)
Campus Footscray Park.
Prerequisite(s) Nil.
Content The Honours thesis is designed to be an educational experience that gives the student the opportunity to conceptualise, design, implement and evaluate a specific research project related to recreation management. Unlike a Masters or Doctoral thesis, the Honours thesis is not expected to, although it may, contribute to a discipline's body of knowledge. The broad aim of the subject is to promote the development of the student as an independent researcher. The specific aims are to develop and use the skills necessary to conduct a research project and present a formal written thesis. The student should be able to generally display the resourcefulness and academic rigour required of an independent researcher. More specifically, the student should be able to: identify/construct a research problem or issue; review the relevant literature; determine appropriate methods (including ethics) to study the problem; collect and analyse data, using suitable quantitative, qualitative or other appropriate methods and techniques; report the results, discuss the results in the context of the review of literature, draw conclusions, evaluate the process undertaken and make recommendations for future research and for practice; and present the whole process clearly and accurately in a formal thesis normally between 7000 and 15,000 words.

Required Reading To be advised by lecturer.

Subject Hours The research process will be monitored by regular meetings with the supervisor in light of the agreed-upon research proposal. On the advice of the supervisor, students may be required to undertake coursework studies to acquire or develop the knowledge and skills required to successfully complete the thesis.

Assessment The final thesis will be examined by two academics with expertise in the specific area of the research. These may be internal or external to the School or the University and will not include the supervisor. This examination will constitute 100% of the assessment. Each examiner will independently recommend one of the following outcomes to her/his assessment of the thesis: a)pass (with an appropriate letter grade) without further examination; b)pass (with an appropriate letter grade) subject to corrections to the satisfaction of the School's Honours Courses Committee; c)deferred for resubmission after major revision; d)deferred for resubmission after major revision; or d)fail. In the event that there is a major disagreement between the examiners, a third examiner will be appointed.

HPR1000 COMPUTERS IN RECREATION
Campus Footscray Park, Melton.
Prerequisite(s) Nil.
Content Students will learn the basics of using Personal Computers in the recreation industry. Content will cover basic computer operations, wordprocessing and introductory spreadsheets and database. The communication potential of telematics will also be covered.

Required Reading Class exercises and notes will be distributed in class.

Subject Hours Two hours per week for one semester.
Assessment Projects/assignment, 100%.

HPR1001 PROGRAMMING IN RECREATION
Campus Footscray Park, Melton.
Prerequisite(s) Nil.
Content This subject is designed to provide students with an overview of recreation programming which includes the development of a personal programming philosophy, an
understanding of the programming process, an appreciation of the scope of programming, and an acquisition of the leadership skills necessary for the implementation of recreation programs in a wide variety of settings. Content areas to be covered include: “Definitions of programming; the program developmental cycle, six key elements of programming, Rossman’s program plans, legal aspects, continuum of programming services, life stages and their relation to programming, case studies, evaluation.”


**Subject Hours** Three hours per week for one semester comprising two hours of lecture and one one-hour tutorial/laboratory.

**Assessment** Programming experience, 30%; programming research project, 35%; major test, 35%.

**HPR1002 SOCIETY AND LEISURE**

**Campus** Footscray Park.

**Prerequisite(s)** Nil.

**Content** The subject is intended to broaden student perspectives on society and social behaviour by adopting an interdisciplinary approach. A selected study of sociological themes and issues will be offered for understanding the contemporary social world. The student will be provided with the opportunity to examine the process of socialisation including the social factors which influence patterns of inequality. The sociological perspective will include an introductory excursion into the social institutions which shape and structure our lives: school, work, family and leisure. The study of the five preceding social institutions will be linked to the theme of social inequality.


**Subject Hours** Four hours per week for one semester comprising one two-hour lecture and one one-hour tutorial.

**Assessment** Assessment is cumulative and based upon: Tutorial presentation, tutorial presentation, 20%; research papers, 45%; take home examinations, 35%.

**HPR1003 RECREATION ACTIVITIES**

**Campus** Footscray Park.

**Prerequisite(s)** Nil.

**Content** Subject will include program areas such as: dance, drama, music, games, social recreation, social sport activities (e.g. Tournaments), outdoor recreation activities.


**Recommended Reading** A collection of readings and activity materials will be provided by the lecturer.

**Subject Hours** Two hours per week for one semester; or equivalent.

**Assessment** Leading an activity (20%); resource file (60%).

**HPR1111 RECREATION CAREER DEVELOPMENT 1**

**Campus** Footscray Park, Melton.

**Prerequisite(s)** Nil.

**Content** Leadership – practical application on placement. Contract system and report writing requirements. Legal issues and insurance. Safety issues and risk management. Guest speakers from the industry in a variety of recreation careers. Guest speakers from current second and third years of the course. Recreation career outcomes for past students. Networking – How to get started.


**Recommended Reading** To be advised by the subject lecturer.

**Subject Hours** Thirteen hours for one semester comprising one hour lecture/seminar per week.

**Assessment** Attendance at all required seminars (10%); successful completion of class assignments (40%); written report based on Recreation Career Placement 1 (50%).

**HPR1112 RECREATION CAREER PLACEMENT 1**

**Campus** Footscray Park, Melton.

**Prerequisite(s)** Nil.

**Content** Students undertake placements in the field for 70 hours.


**Recommended Reading** To be advised by the subject lecturer.

**Subject Hours** Seventy hours of field placement.

**Assessment** Satisfactory/ Unsatisfactory. Compliance with all requirements as set out on the placement contract, submission of a satisfactory evaluation by the agency, completion of a personal report based on the placement by the student.

**HPR2000 APPLIED SOCIAL AND PSYCHOLOGICAL BASES OF RECREATION**

**Campus** Footscray Park, Melton.

**Prerequisite(s)** Nil.

**Content** The aim of this subject is for students to develop and understand the major sociological and psychological perspectives particularly as they relate to recreation. This subject is designed to develop the student’s appreciation of the vital role of sociology and psychology in enhancing recreation experiences in our society. The subject will explore a wide range of contemporary social/psychological issues that impact on recreation. An emphasis will be placed on providing both a theoretical and applied outlook.

**Required Reading** Assigned readings.

**Subject Hours** Three hours per week for one semester comprising one two-hour lecture and one one-hour tutorial/practical.

**Assessment** Tutorial participation and presentation, 30%; term paper, 30%; mid-semester examination (multiple choice), 20%; final examination (multiple choice); 20%.

**HPR2003 MANAGEMENT PRACTICE IN RECREATION**

**Campus** Footscray Park, Melton.

**Prerequisite(s)** Nil.

**Content** This subject will incorporate the concepts of personnel, marketing and financial management within the recreation industry. It will include the principles of organisational design and planning by covering the methods of delivering recreation services. In particular, it will cover the basics of managing people; managing customer services; and managing finances.

**Required Reading** To be advised by lecturer.


**HPR2004 SPORT AND RECREATION INDUSTRY**

**Campus** Footscray Park, Melton.

**Prerequisite(s)** Nil.

**Content** To be advised by lecturer.

**Required Reading** Assigned readings.

**Subject Hours** Three hours per week for one semester comprising one two-hour lecture and one one-hour tutorial/practical.

**Assessment** Tutorial participation and presentation, 30%; term paper, 30%; mid-semester examination (multiple choice), 20%; final examination (multiple choice); 20%.

**HPR2005 AUDITING AND ACCOUNTING FOR RECREATION ORGANISATIONS**

**Campus** Footscray Park, Melbourne.

**Prerequisite(s)** Nil.

**Content** An introduction to the fundamental concepts of auditing and financial management in the context of recreation organisations. Central to the subject will be the role of the accountant in providing information for decision making and in the effective management of recreation organisations. The subject will provide an understanding of the underlying principles and techniques of auditing and financial management through exposure to the key areas of management including management accounting, cost and control systems, financial performance measurement and management control systems. The subject will also consider the impact of taxation on recreation organisations.


**Subject Hours** Three hours per week for one semester comprising one two-hour lecture and one one-hour tutorial/practical.

**Assessment** Tutorial participation and presentation, 30%; term paper, 30%; mid-semester examination (multiple choice), 20%; final examination (multiple choice); 20%.
Department of Youth, Sport and Recreation (Victoria) 1983, *The Pricing of Leisure Services in Australia*, Government Printer, Melbourne. Other readings will be prescribed by the lecturer.

**Subject Hours** Three hours per week for one semester comprising one two-hour lecture and one one-hour tutorial.

**Assessment** Individual investigation, 25%; group research and presentation, 25%; take home examination, 50%. All components of the assessment must be satisfactorily completed.

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**HPR2004 RECREATION EVENT DELIVERY**

**Campus** Footscray Park, Melton.

**Prerequisite(s)** Nil.

**Co-requisite(s)** HPR1001 Programming in Recreation, or equivalent.

**Content** The core lecture topic areas cover a basic introduction to the following areas: event planning, event operational management and event participant and staff management. Students will also be exposed to a variety of recreational events. All theoretical knowledge will be brought to life within the staging of an actual event. Students working in teams will be responsible for the delivery of this event.


**Recommended Reading** To be advised by the subject lecturer.

**Subject Hours** Twenty six hours per semester comprising some lecture / tutorial classes as well as learning experiences in the work place.

**Assessment** Event visit and review (25%); major event written report, folio/diary, participation (40%); major program plan for event (35%).

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**HPR2005 HUMAN RESOURCE MANAGEMENT IN RECREATION**

**Campus** Footscray Park.

**Prerequisite(s)** Nil.

**Content** Introduction to human resource management – definitions, historical overview, and environmental/social/philosophical influences; Acquisition of human resources – human resource planning, recruitment, interviewing, equal opportunity, selection, and socialisation; Motivation of human resources – motivation and job satisfaction, job enrichment/job design, participative management, conflict resolution, stress management, burn out, and discipline; Development of human resources – employee training, career development, and management and organisation development; and Maintenance of human resources – benefits and services, health and safety, and collective bargaining.


**Subject Hours** Thirtynine hours per semester comprising two hours of lecture and one hour of tutorial.

**Assessment** Professional interview (15%); applied project (35%); and tests (50%).

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**HPR2006 SOCIAL PSYCHOLOGICAL DIMENSIONS OF LEISURE**

**Campus** Footscray Park.

**Prerequisite(s)** HPR1002 Society and Leisure or an equivalent degree level subject in Introductory Sociology.

**Content** This subject will examine how we influence and are influenced by others in the way we think, feel and behave. We will investigate the evidence that indicates that our deeply held beliefs and attitudes are influenced by others and that this influence can affect recreational involvement. The main topics covered are (a) personality and leisure; (b) motivation, emotion and stress; (c) personal perspective which include areas such as social cognition, attitudes and attitude changing and perceptions of leisure and (d) interpersonal or group perspectives.


**Recommended Reading** A list of articles will be given out at the start of the semester.

**Subject Hours** Thirteynine hours for one semester comprising two one-hour lectures and a one-hour tutorial per week.

**Assessment** Article reviews (25%); term paper (35%); final exam (40%).

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**HPR2007 RESEARCH IN RECREATION**

**Campus** Footscray Park.

**Prerequisite(s)** Nil.

**Content** The content of the subject will review research techniques and apply them to a range of applied recreation settings. Research Process; overview of the research process; steps involved in identifying and investigating a problem; measurement concepts; descriptive statistics; relationships between variables; differences between variables; validity and reliability concepts; research approaches; survey design and analysis; qualitative research; historical, philosophical and descriptive research.


**Subject Hours** Thirtynine hours for one semester comprising two hour lecture / seminar and one hour tutorial.

**Assessment** Research proposal / presentation (35%); research reviews and critiques (25%); end of semester exam (40%).

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**HPR2222 RECREATION CAREER DEVELOPMENT 2**

**Campus** Footscray Park, Melton.

**Prerequisite(s)** HPR1111 Recreation Career Development 1; HPR2010 Recreation Career Development 1A; HPR1112 Recreation Career Placement 1; HPR2011 Recreation Career Placement 1A; or equivalent.

**Content** Career tests and interpreting your results; information interviewing accessing the hidden job market (networking); resume
preparation; writing job applications; careers in recreation - opportunity awareness.


**Subject Hours** Twenty-six hours for one semester comprising two hour seminar per week.

**Assessment** Attendance and class participation (10%); career folio (30%); information interview (10%); targeted resume and cover letter (15%); written report based on Recreation Career Placement 2 (35%).

**HPR2223 RECREATION CAREER PLACEMENT 2**

**Campus** Footscray Park, Melton.

**Prerequisite(s)** HPR1111 Recreation Career Development 1; HPR1112 Recreation Career Placement 1; or equivalent.

**Content** Students are out in the recreation field for 105 hours.

**Required Reading** Recreation Career Development Manual.

**Subject Hours** Nil.

**Assessment** Satisfactory/unsatisfactory; compliance with all requirements on the placement contract. Submission of a satisfactory evaluation from the agency supervisor. Completion of a personal report based on the placement.

**HPR3000 MENTOR PRACTICUM**

**Campus** Melton.

**Prerequisite(s)** HPL1169 Field Experience – Community Service; HPL1170 Field Experience – Observation; HPL1274 Field Experience - Leadership; HPL2176 Field Experience - Leadership, HPL2230 Field Experience and Contemporary Issues and Trends in Fitness; HPL2227 Field Experience and Contemporary Issues and Trends in Recreation; or equivalent.

**Content** This subject will involve the students working closely with a person who works in a professional area of great interest to them. The mentor of their choice will be self-selected, connected to the broad fitness and recreation areas, and will agree to the student working closely with them. The mentor will be a person the student respects for their achievements, approach, innovation, knowledge, experience, best practice or other characteristics and/or accomplishments. The subject aims to connect students with high achievers in the fitness and recreation fields. It aims to reinforce the importance of the human, creative element behind quality leisure services.

**Required Reading** To be advised by the lecturer.


**Subject Hours** This subject is to be taken in a block structure of eight hours per week or equivalent for one semester.

**Assessment** Student’s manual, 50%; mentor’s report, 25%; class presentation, 25%.

**HPR3001 RECREATION PLANNING AND POLICY**

**Campus** Footscray Park.

**Prerequisite(s)** Nil.

**Content** Introduction to planning concepts and techniques; understanding community needs; feasibility analysis; political processes; policy development.


**HPR3002 LEGAL ISSUES IN RECREATION**

**Campus** Footscray Park.

**Prerequisite(s)** Nil.

**Content** The subject will cover legal liability; intellectual property, liability for public performances, legal structures, legal restrictions on land and venue use, staffing legal responsibilities, contractual obligations, liquor licensing, gaming, advertising and bookkeeping, taxation.


**Recommended Reading** To be advised by the subject lecturer.

**Subject Hours** Thirty nine hours for one semester comprising two hours lecture and one hour tutorial.

**Assessment** Applied assignment/project (40%); class presentation/participation (20%); exam 40%.

**HPR3333 RECREATION CAREER DEVELOPMENT 3**

**Campus** Footscray Park.

**Prerequisite(s)** HPR2222 Recreation Career Development 2 HPR2223 Recreation Career Placement 2; or equivalent.

**Content** What is mentoring?; How to choose a mentor ?; how to set up your mentor practice; mentor option ideas.

**Required Reading** Recreation Career Development Manual.

**Recommended Reading** To be advised by the subject lecturer.

**Subject Hours** Workshop format – equivalent to thirteen hours for one semester.

**Assessment** Attendance and participation (10%); career goals and course of action assignment (30%); personal network listing (20%); mentor practice contract established (20%); newspaper employment ads and web career sites assignments 20%.

**HPS011H SPORT CAREER DEVELOPMENT: SEMINAR 1**

**Campus** Sunbury.

**Prerequisite(s)** HPS113 Introduction to Sport Administration; or equivalent.

**Co-requisite(s)** HPS012 Sport Career Development: Placement 1; or equivalent.

**Content** The Career Development program aims to provide students with the opportunity to place their acquired theory and knowledge into a relevant and practical context through application in the field of sport. Through practical experience students will develop contacts with the profession, gain an awareness of the variety of sport services offered, and become familiar with the employment opportunities open to graduates. The essential component of the career development program is the development of personal and professional competencies. This subject provides students with the opportunity to negotiate a contract, and to gain practical leadership experience in a sport setting. Seminars will...
cover leadership development, resume and report writing, career clarification, and job search strategies.

**Required Reading** Career and Professional Development Manual, Sport and Recreation Victoria, 2000, Sport Industry Directory. Articles to be advised by the lecturer.

**Subject Hours** One one-hour seminar per week for one semester.

**Assessment** Class exercises (10%); class presentation (20%); written report of 2000 words based on placement (70%). All components of assessment must be satisfactorily completed.

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**HPS0112 SPORT CAREER DEVELOPMENT: PLACEMENT 1**

*Campus* Sunbury.

*Prerequisite(s)* Nil.

*Co-requisite(s)* HPS0111 Sport Career Development: Placement 1; or equivalent.

**Content** The Career Development program aims to provide students with the opportunity to place their acquired theory and knowledge into a relevant and practical context through application in the field of sport. Through practical experience students will develop contacts with the profession, gain an awareness of the variety of sport services offered, and become familiar with the employment opportunities open to graduates. The essential component of the career development program is the development of personal and professional competencies. This subject provides students with the opportunity to gain practical leadership experience in a sport setting. In this subject students will place theory into practice out in the field. The fieldwork will have an emphasis on leadership, interpersonal communication, group interaction, and facilitation. A significant component of the subject is dedicated to critical self reflection of the learning and professional development that occurred in the placement.

**Required Reading** Career and Professional Development Manual. Articles to be advised by the lecturer.

**Subject Hours** Seventy hours (three weeks) of field contact over one semester.

**Assessment** A pass/fail grade will be given on the advice of the professional supervisor. Written evaluations of the field work performance of students will be made available to students at the completion of their placement.

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**HPS0111 SPORT CAREER DEVELOPMENT: SEMINAR 2**

*Campus* Sunbury.

*Prerequisite(s)* HPS0111 Sport Career Development Seminar 1; HPS0112 Sport Career Development: Placement 1; or equivalent.

*Co-requisite(s)* Must be taken concurrently with second year subjects.

**Content** The Career Development program aims to provide students with the opportunity to place their acquired theory and knowledge into a relevant and practical context through application in the field of sport. Through practical experience students will develop contacts with the profession, gain an awareness of the variety of sport services offered, and become familiar with the employment opportunities open to graduates. The essential component of the career development program is the development of personal and professional competencies. This subject aims to develop the administrative and management skill of students. Seminars will cover professional management skills in sport, career clarification, job interview techniques, report and resume writing, and job search skills.

**Required Reading** Career and Professional Development Manual. Articles to be advised by the lecturer.

**Subject Hours** One one-hour seminar per week for one semester.

**Assessment** Class exercises, 10%; class presentation, 20%; written reports based on placement 70%. All components of assessment must be satisfactorily completed.

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**HPS0212 SPORT CAREER DEVELOPMENT: PLACEMENT 2**

*Campus* Sunbury.

*Prerequisite(s)* HPS0111 Sport Career Development Seminar 1; HPS0112 Sport Career Development: Placement 1; or equivalent.

*Co-requisite(s)* HPS0211 Sport Career Development Seminar 2; or equivalent.

**Content** The Career Development program aims to provide students with the opportunity to place their acquired theory and knowledge into a relevant and practical context through application in the field of sport. Through practical experience students will develop contacts with the profession, gain an awareness of the variety of sport services offered, and become familiar with the employment opportunities open to graduates. The essential component of the career development program is the development of personal and professional competencies. In this subject students will place theory into practice by undertaking a significant placement. The placement will involve administrative duties that will be used to enhance the learning and professional development of students. Students will be expected to critically reflect on their experience.

**Required Reading** Career and Professional Development Manual. Articles to be advised by lecturer.

**Subject Hours** One hundred and five hours (three weeks). The choice of agency in the field must differ from the HPS0111 Sport Career Development: Placement 1.

**Assessment** A pass/fail grade will be given on the advice of the professional supervisor. Written evaluations of the field work performance of students will be made available to students at the completion of their placement.

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**HPS0311 SPORT CAREER DEVELOPMENT: SEMINAR 3**

*Campus* Sunbury.

*Prerequisite(s)* HPS0211 Sport Career Development Seminar 2; HPS0212 Sport Career Development: Placement 2; or equivalent.

*Co-requisite(s)* HPS0312 Sport Career Development: Placement 3; or equivalent.

**Content** The Career Development program aims to provide students with the opportunity to place their acquired theory and knowledge into a relevant and practical context through application in the field of sport. Through practical experience students will develop contacts with the profession, gain an awareness of the variety of sport services offered, and become familiar with the employment opportunities open to graduates. The essential component of the career development program is the development of personal and professional competencies. This subject will extend and enhance the administrative and management skills developed in Career Development 2. Seminars will focus on professionalism, life long learning, and mentoring. Students will be encouraged to critically examine their own performance and develop their own career plans. It is expected that students will deepen their knowledge of the sport industry, become keenly aware of their own professional development, expand their network of industry contacts, and become familiar with the range of employment opportunities open to them.

**Required Reading** Career and Professional Development Manual. Articles to be advised by the lecturer.

**Subject Hours** One one-hour seminar per week for one semester.

**Assessment** Class exercises, 10%; class presentation, 20%; written report based on placement 70%. All components of assessment must be satisfactorily completed.
HPS0312 SPORT CAREER DEVELOPMENT: PLACEMENT 3

Campus Sunbury.
Prerequisite(s) HPS021 Sport Career Development Seminar 2; HPS0212 Sport Career Development: Placement 2; or equivalent.

Co-requisite(s) HPS0311 Sport Career Development: Seminar 3; or equivalent. Must be taken concurrently with final year subjects.

Content The Career Development program aims to provide students with the opportunity to place their acquired theory and knowledge into a relevant and practical context through application in the field of sport. Through practical experience students will develop contacts with the profession, gain an awareness of the variety of sport services offered, and become familiar with the employment opportunities open to graduates. The essential component of the career development program is the development of personal and professional competencies. This is the culminating placement for the degree course in sport administration. It will extend and enhance the administrative and management skills developed in Career Development 2. Students will work on projects of which they have some significant ownership. Students will also be encouraged to develop a mentor/protege relationship with their professional supervisors. It is expected that students will deepen their knowledge of the sport industry, become keenly aware of their own professional development, expand their network of industry contacts, and become familiar with the range of employment opportunities open to them.

Required Reading Career and Professional Development Manual.

Subject Hours Two hundred and eighty hours (eight weeks) of field contact to be completed over three days per week during the second semester of the final year of the sport administration course.

Assessment A pass/fail grade will be given on the advice of the professional supervisor. Written evaluations of the fieldwork performance of students will be made available to students at the completion of their placement.

HPS1112 SPORT HISTORY AND CULTURE

Campus Sunbury.
Prerequisite(s) Nil.

Content This subject will provide students with a cultural, recreational and commercial framework within which they can locate Australia’s major sporting institutions. The first part of the subject will focus on the history, traditions and cultural significance of some of our most popular pastimes, including swimming, the various football codes, tennis, golf, cricket, netball, horse racing and motor racing. The second part of the subject will consider the commercial development of these, and other recreational practices. Special attention will be given to the central issue of gender and sport, national and state sport parent bodies, local community and voluntary organisations, and media bodies. The impact of commercialisation, technological innovation, and lifestyle change on participation, access and equity will also be examined.


Subject Hours Three hours per week for one semester comprising two-one-hour lectures and one-one-hour tutorial.

Assessment seminar papers, 20%; research paper, 25%; written tests, 20%; class participation, 10%; examination 25%.

HPS1112 ORAL AND INTERPERSONAL

HPS1113 INTRODUCTION TO SPORT ADMINISTRATION

Campus Sunbury.
Prerequisite(s) Nil.

Content Students will be introduced to the structure of the Australian sport industry, and will examine the major issues faced by contemporary sport managers. This subject will also introduce students to the strategies that can be used to bolster the performance of coaches, support staff, players, teams, members and fans. The concept of professionalism will also be addressed, and will focus on strategy, change, culture and quality. Students will also be required to undertake field observations involving the operation of a sport organisation. They will also be introduced to the Career Development Program.


Subject Hours Three hours a week for one semester comprising two-one-hour lectures and one-one-hour tutorial.

Assessment In-class presentation (15%); in-class critical response (15%); career development assignments (35%); major project (35%).

HPS1114 SPORT FUNDING AND FINANCE

Campus Sunbury.
Prerequisite(s) Nil.

Content This subject will introduce students to the areas of budgeting and financial management, and their application to sporting organisations. The budgeting section will include an introduction to different budgeting systems, including zero-based, operating, capital and special project budgeting. Special attention will be given to beak even analysis. The financial management section will provide for a detailed examination of the financial statements of sporting organisations and their use in administrative decision making. Students will be introduced to the principles of double entry bookkeeping, balance sheets, profit and loss

COMMUNICATION IN SPORT ORGANISATIONS

Campus Sunbury.
Prerequisite(s) Nil.

Content The subject aims to introduce students to a diverse range of interpersonal communication skills, strategies and to develop students public speaking skills. The subject will cover communication processes, presentation skills, meetings, body language, listening techniques, assertiveness, team building and self-image. The theory underlying these topics will be explored, and students will be provided with an opportunity to implement them in a sport setting. Students will undertake a number of oral presentations and an oral and written presentation of a sport related case study.


Assessment Final examination, 25%; case study & presentation, 25%; Presentation & review, 40%; participation/tutorials activities, 10%.

HPS1115 INTRODUCTION TO RECREATION AND PERFORMANCE

Campus Sunbury.
Prerequisite(s) Nil.

Content This subject will introduce students to the areas of recreation and performance, and will examine the major issues faced by contemporary sport managers. This subject will also introduce students to the strategies that can be used to bolster the performance of coaches, support staff, players, teams, members and fans. The concept of professionalism will also be addressed, and will focus on strategy, change, culture and quality. Students will also be required to undertake field observations involving the operation of a sport organisation. They will also be introduced to the Career Development Program.


Assessment Final examination, 25%; case study & presentation, 25%; Presentation & review, 40%; participation/tutorials activities, 10%.
statements, cash flow statements, financial ratios, and the goods and services tax. Students will be required to examine a number of sport related case studies.

**Required Reading**

**Recommended Reading**

**Subject Hours**
Three hours per week for one semester comprising two one-hour lectures and one one-hour tutorial.

**Assessment**
Financial plan for a sporting organisation, 30%; semester tests, 30%; financial report, 20%; case study analysis, 20%.

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### HPS1155 SPORT, POLITICS AND GOVERNMENT

**Campus**
Sunbury;

**Prerequisite(s)**
HPS1111 Sport, History and Culture; or equivalent.

**Content**
This subject provides a thorough examination of the current state of Australian sport from multiple perspectives. Firstly, it presents an assessment of the role of government and its agencies in influencing the structure and development of Australian sporting practices. Secondly, it examines the relationship between elite and community sport, with particular emphasis on the issue of funding and ‘sport for all’. Thirdly, it details the history of Australia at the Olympic Games, with specific reference to the politics of the Olympic movement. Lastly, it examines contemporary trends in Australian sport with reference to issues such as globalisation, postmodernism, technology, media, lobby groups, ethnicity, race, gender, access and disability.

**Required Reading**

**Recommended Reading**

**Subject Hours**
Three hours per week for one semester, comprising two one-hour lectures and one one-hour tutorial.

**Assessment**
Tutorial participation 10%; examination 20%; major project; 70% (students to choose from research paper and work integrated activity).

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## HPS1140 EXERCISE AND SPORT SCIENCE 1

**Campus**
Sunbury;

**Prerequisite(s)**
Nil.

**Content**
This subject aims to introduce students to the science and technology of sport and physical activity, and their impact on sporting performance, coaching and team management. The foundations of exercise physiology, biomechanics, motor learning and sport psychology will be examined, and the equipment and facilities used to facilitate their application to athletic conditioning and training will be reviewed. An analysis of the science and technology of sport will be complemented by a discussion of the ways in which coaches, conditioners and team managers can extend their knowledge of the 'technical' dimension of their professional responsibilities, and how this knowledge can be used to better manage their athletes and promote their sport.

**Required Reading**

**Recommended Reading**

**Subject Hours**
Three hours per week for one semester comprising two one-hour lectures and one one-hour tutorial.

**Assessment**
Class presentations, 25%; mid-semester examination, 25%; laboratory visits and reports, 25%; end-of-semester examination, 25%.

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### HPS1170 PHYSICAL ACTIVITY PROGRAMS

**Campus**
Echuca.

**Prerequisite(s)**
Nil.

**Content**
This subject aims to provide students with an introduction to a range of sport and physical activity options. It aims to expose students to generic activities in the sporting, aquatic and recreational areas. The intention is to provide a subject that encompasses the principles of aquatics and other related areas. The emphasis will be on alternative, modified, evolving and established activities that will assist students to gain experience in new and exciting activities.

**Required Reading**
To be advised by the lecturer.

**Recommended Reading**

**Subject Hours**
Three hours per week for one semester comprising one one-hour lecture and one two-hour practical sessions.

**Assessment**
Practical activity and assignments (60%); end-of-semester examination (40%).

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### HPS2111 SPORT SPONSORSHIP

**Campus**
Sunbury.

**Prerequisite(s)**
BHO1171 Introduction to Marketing; or equivalent.

**Content**
Students will be introduced to a variety of strategies that may be used to broaden the funding base of sporting organisations. Students will also be given a sound knowledge of the processes and procedures in sourcing and servicing sponsorships. The first part of the subject will focus on sponsor objectives and benefits, identifying and approaching sponsors, and packaging sponsorships. The second part of the subject focuses on developing a sponsorship proposal, negotiating the sponsorship, the sponsorship agreement, and managing the sponsorship. The third part of the subject will cover ambush marketing, evaluating the sponsorship, and the renewal process. Attention will be given to fundraising and managing the media. Students will be required to prepare and present a sponsorship proposal.

**Required Reading**

**Recommended Reading**

**Subject Hours**
Three hours per week for one semester comprising two one-hour lectures and one one-hour tutorial.

**Assessment**
Tutorial reading and participation 10%; tutorial presentation 15%; sponsorship proposal 50%; Final examination 25%. All components of assessment must be satisfactorily completed.

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### HPS3111 SPORT EVENT ADMINISTRATION

**Campus**
Sunbury.

**Prerequisite(s)**
HPS2111 Sport Sponsorship; or equivalent.

**Content**
The first part of the subject will focus on event planning and budgeting, venue audit, and project management. Bidding for an event and an overview of event sponsorship and promotion will also be covered. The second part of the subject focuses on operational management including risk management and human resource management in relation to sporting events. The third part of the subject will cover organisating conferences, seminars and tournaments including fixturing for selected sporting events.
Students will be involved in conducting an event to enhance development of practical event administration skills.


**Subject Hours** Three hours per week for one semester comprising two one-hour lectures and one one-hour tutorial.

**Assessment** Event visit and review, 20%; event conduct & analysis, 50%; final exam, 30%.

**HPS3112 SPORT VENUE AND STADIUM ADMINISTRATION**

Campus Sunbury.

**Prerequisite(s)** HPS2111 Sport Sponsorship; or equivalent.

**Content** The aim of this subject is to familiarise students with the administrative functions that support the management and planning of sporting and community facilities, programs and services. Specific attention will be given to the planning process associated with developing, operating and maintaining these facilities, the role of the administrator in preparing marketing plans, instigating professional work practices in a facility setting, administering short and long term sports and activity programs, the administration of local, state, national and international sporting competitions. Students will also be given a detailed understanding of development design principles that relate to the working environment of staff and the needs of spectators.


**Subject Hours** Three hours per week for one semester comprising two one-hour lectures and one one-hour tutorial.

**Assessment** Facility and program evaluation reports, 30%; group project, 30%; examination, 40%.

**HPS3113 ETHICS AND SOCIAL POLICY IN SPORT**

Campus Sunbury.

**Prerequisite(s)** HPS2111Sport History and Culture; HPS11115 Sport, Politics and Government; or equivalent.

**Content** The aims of this subject are twofold. The first aim is to develop the student's awareness and appreciation of the ethical dimensions of the practitioner's and administrator's role within the sport industry. It is designed to develop the student's ability to analyse the ethical components of the many issues, practices and relationships within sport so that the students functioning within these contexts will be ethically informed. The second aim is to give students an understanding of mechanics of sport policy and how it can be informed by an ethical framework. The core lecture topic areas include: the nature of ethical inquiry, the nature of professionalism and codes of conduct, business ethics, equity, access and environmental concerns, the nature of personhood and respect for persons. Additional topics for student exploration include health and exercise, sex equality, cheating and fair play, ageing, mass participation versus elite sport, ecology, coaching and children's rights, technology, drug control, HIV/AIDS, and animal rights.

**Required Reading** To be advised by lecturer.


**Subject Hours** Three hours per week for one semester comprising two one-hour lectures and one one-hour tutorial.

**Assessment** Test, 30%; project, 30%; research paper, 40%.

**HPS3230 SPORT AND STRATEGIC MARKETING**

Campus Sunbury.

**Prerequisite(s)** BHO2285 Market Research; or equivalent.

**Content** This subject aims to give students a detailed understanding of how systematic planning and strategic thinking can be used to formulate effective marketing programs for sporting organisations. In the first instance, students will be required to critically review the marketing plans of a major sporting event, a leisure centre, tourist resort, or national/state sporting association. Students will then be required to design a detailed marketing plan for a sporting body, and to present it in a symposium setting.


**Subject Hours** Three hours per week for one semester comprising one one-hour lecture and one two-hour tutorial.

**Assessment** Class presentations 20%; written reviews of selected case studies, 30%; research paper/marketing plan, 50%.

**HPS7032 CLUB ADMINISTRATION AND VOLUNTEERISM**

Campus Sunbury.

**Prerequisite(s)** Nil.

**Content** This subject aims to expose students to the concept of volunteerism, and its critical importance for the administration of sporting activities, and for both community and hallmark events. Topics to be discussed will include volunteer recruitment, screening and selection, training, supervision and performance review.

**Required Reading** To be advised by lecturer.


**Subject Hours** Three hours per week for one semester comprising one two-hour lecture and one one-hour tutorial.

**Assessment** Community event assessment, 40%; essay, 30%; research assignment, 30%.

**HPS7040 POLITICS OF SPORT ORGANISATIONS**

Campus Sunbury.

**Prerequisite(s)** BMO1102 Management and Organisational Behaviour, or equivalent

**Content** This subject aims to give students an understanding of how power and politics impacts upon the management process in sporting organisations, and the ways it influences the values and behaviour of staff, and their overall performance. Students will also be exposed to the various techniques that can be used to obtain and use power, and the ways in which power can be used to influence others and improve organisational outcomes. This subject will firstly examine the nature of power, and the many ways it is manifest in sporting organisations. The sources or power in organisations will be subsequently analysed, and students will be introduced to a variety of strategic models of power and influence. Special attention will be given to the techniques for getting and using power, processes of bargaining and negotiation, the variety of ways that conflict can be revealed and resolved, image building, mentoring, persuasion, and developing others. The subject will
subsequently examine how these processes can be used to constructively exert power and influence. For each topic area, sporting case studies and experiential exercises will be utilised to illustrate specific issues and problems.


**Subject Hours** Three hours per week for one semester comprising one one-hour lecture and one two-hour tutorial.

**Assessment** Mid semester test, 20%; class presentations, 30%; major report, 50%.

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**HPS7050 SPORT AND THE MEDIA**

**Campus Sunbury**

**Prerequisite(s)** Nil.

**Content** This subject supplies students with an understanding of how the media operates within Australian society generally, and within sporting contexts specifically. In particular, it examines the way in which the media has an impact on sporting clubs, leagues and associations. This subject also provides students with the requisite practical skills to ensure successful media management. As such, upon completion of the subject, students will be aware of the fundamentals of producing or constructing a media release, media conference, radio program, internet site, community television program, newspaper article, interview and media kit. Through examination of a broad range of media forms, this subject will give students the capacity to assess how different sports might be positioned in order to attract publicity and exposure. The underlying theme of the subject is the proposition is that sport and the media are engaged in a mutually interdependent relationship, in which each benefit from contact with the other.


**Subject Hours** Three hours per week for one semester, comprising two one-hour lectures and one one-hour tutorial.

**Assessment** 25% Tutorial Participation; 30% Exam; 45% Practical Sports Media Project.

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**HPS7051 SPORT AND GLOBALISATION**

**Campus Sunbury, Footscray Park**

**Prerequisite(s)** HPS1115 Sport, Government and Politics; or equivalent.

**Content** This subject begins with a consideration of the rapid and fundamental changes confronting the individual and society and the likely impact on, work and leisure. A range of theoretical perspectives will be used to analyse these changes: post feminism, post colonialism and post modernism. The implications for sport will be central to the subject. Topics include sport technologies and design innovation, genetic manipulation, body monitoring, electronic sport, tele-realistic sport, tele-robotics, e-commerce for sport retailing, multi media, interactivity, digital venues, simulators, the information society, electronic sport, virtual sport, cyber sport, virtual fitness, virtual billboards and post electronic advertising, sport retailing, multi media, interactivity, digital venues, simulators, post colonialism and post modernism. The implications for sport related to team travel and sport tours are submitted for critical analysis.


**Subject Hours** The subject comprises two one-hour lectures and one one-hour tutorial. It occupies one thirteen-week semester.

**Assessment** Assessment will include: a major project (50%); participation in workshop activities (30%); submission of issues paper (20%).

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**HPS7052 SPORT TOURS AND TEAM ITINERARY PLANNING**

**Campus Sunbury, Footscray Park**

**Prerequisite(s)** HPS3111 Sport Event Administration; or equivalent.

**Content** This subject begins with an analysis of frameworks and classifications for understanding the nature of sport team itinerary planning, and the leading of sport tours. It then details the major supply and demand descriptors. The characteristics of the sport tour and team itinerary experience are described and analysed. The major social, economic, ecological, health, and political issues related to team travel and sport tours are submitted for critical analysis. Attention then falls on the Australian scene wherein sport tour and team itinerary planning is placed in historical context. A special focus is put on the role of government in supporting and promoting team travel and sports tours. Management, marketing,
planning and policy development strategies and skills are detailed. Case studies will be used throughout. Local cases include national championships, the Australian Tennis Open, A.F.L. Grand Final, Melbourne Cup, Olympic and Commonwealth Games, World Masters Games and the Melbourne Festival. Overseas cases include world championships, the Wimbledon Tennis Open, the Tour De France, the Gay and Lesbian Games, the World University Games, the Superbowl, and selected sport sites of historical significance.


**Subject Hours** The subject comprises two one-hour lectures and one one-hour tutorial. It occupies one thirteen-week semester.

**Assessment** Assessment will include: a major project (60%); seminar paper (20%); class presentation (20%).

**HP5703 CRISIS MANAGEMENT IN SPORT**

**Campus** Sunbury, Footscray Park

**Prerequisite(s)** BMO3220 Human Resource Management; HP57045 Sport and the Media; or equivalent.

**Content** The subject begins with a discussion of crisis theory, and some of the landmark cases in the business sector. The general principles underlying effective crisis management will then be applied to sport organisations. A number of sport cases and incidents will be examined within this context. The cases and incidents will include the following: drug taking by athletes and the ensuing scandals, alcohol abuse and its aftermath, stadium and sport venue breakdown, sexual harassment and discrimination, match fixing corruption and bribery, a loss of confidence in coaches, players and officials, and the merger and relocations of leagues, teams and clubs. The subject concludes with a discussion of how media, player, and public relations strategies can be integrated into a full blown crisis management plan. A crisis management template will be developed by combining foundation theory in crisis management and case study review.


**Subject Hours** The subject comprises two one-hour lectures and one one-hour tutorial. It occupies one thirteen-week semester.

**Assessment** Assessment will include: a major project that requires students to design a crisis management plan for a sporting organisation, which will also be used to facilitate work integrated learning (50%); tutorial participation where students review material and lead discussion (30%); theory review which focuses on crisis management theory (20%).

**HP5701 ADMINISTRATION OF AQUATIC PROGRAMS**

**Campus** Sunbury

**Prerequisite(s)** Nil.

**Content** The overall aim of this subject is to give students knowledge and practical expertise in the administration of an aquatic recreation facility. It will also qualify them for the Royal Life Saving Society Pool Lifeguard Award. The practical and theoretical parts of the subject include: water chemistry, health department regulations, microbiology and disease in the aquatic environment and the operation, design and maintenance of pool treatment plants. Overall facility design and administration, aquatic recreation programming, problem solving in the technical and administrative sides of pool operation and safety issues. Staff training and development within the aquatic industry including qualifications and standards will also be covered. The Pool Lifeguard award covers the major areas of safety and risk management, pool surveillance and lifeguarding and aquatic emergency care. Students may be expected to attend a residential workshop. Students may be required to incur the costs of accommodation, living expenses etc. to attend a residential workshop. Students will be given the option of taking out the Royal Life Saving Society Pool Lifeguard Award if they are holders of the Bronze Medalion (RLSSA). It is advantageous if students also holds a Level 2 First Aid Certificate. The cost of obtaining the Royal Life Saving Society Pool Lifeguard Award will be met by the student.


**HP5711H FOOTBALL STUDIES**

**Campus** Footscray Park, Sunbury.

**Prerequisite(s)** HPE1111 Sport and Politics; or equivalent.

**Content** This subject adopts a multi-disciplinary approach to the study of various codes of football. Particular attention will be given to the political, historical, economic and cultural dimensions of the sport at a local, national and international level. The subject also seeks to contextualise the increasing globalisation and commercialisation of football through a cross-code analysis of a number of related themes, namely masculinity, identity, ethnicity and community. Different forms of media representation will be critically examined, and a number of methodologies for undertaking football-related research will also be considered.

Recommended Reading

Assessment
Book review (10%); seminar presentations (25%); research paper (40%); final exam (25%).

HPW1090 INTRODUCTION TO TECHNOLOGY 1 - LIGHTING
Campus Footscray Park.
Prerequisite(s) Nil.
Content This subject is designed to introduce and develop the student's practical and theoretical understanding of basic lighting technology and its application within a performance context. Students are exposed to the variety and complexity of theatrical lighting equipment including lamps, lenses, barn doors, colour filters, special effects, dimmer boards and patch boards. Students are expected to prepare lighting design, patching, and cue sheets. The subject examines these areas from functional and aesthetic viewpoints.

Required Reading
To be advised by lecturer.

Recommended Reading

Subject Hours
Two hours per week for one semester comprising one two-hour tutorial.

Assessment
Progressive assessment, 50%; assignments, 20%; presentations, 30%.

HPW170 MOVEMENT AND VOICE
Campus Footscray Park.
Prerequisite(s) Nil.
Content To build a knowledge of the separate anatomical systems and their interrelationships. To gain an understanding of the production and articulation of vocal sound. To develop articulation, range and clarity of vocal and physical practice. Identification of the structures composing the anatomical systems, relating form and pattern to function and demonstrating the three-dimensional relationships existent in selected regions. Development and production of the voice with a focus on breathing, posture and muscular involvement.

Required Reading

Recommended Reading

Subject Hours
Four hours per week comprising two two-hour seminar/workshops.

Assessment
Progressive assessment (attention to and completion of practical tasks and processes within workshop classes), 40%; assignments, 60%.

HPW1190 FOUNDATION PERFORMANCE
Campus Footscray Park.
Prerequisite(s) Nil.
Content This subject will give students the foundations for the development and understanding of their own potential for performance by extending their repertoire of methods of expression through different modes of performance. The subject also introduces material on improvisation, composition, visual design, and movement techniques based on alignment and ideokinetic principles. The subject offers students practical experience for personal expression through improvisation and prepared work in a range of performance modes, including the textual, visual, and kinetic; workshop production, and the bases of rehearsal, concept, and effective interaction; ideokinetic and Laban principles: space, rhythm, and dynamics of movement and voice; structures for group and individual improvisation; and concepts of visual design in contemporary performance. On completion of the subject, students should have an enlarged repertoire of methods of expression through different modes of performance; an integrated understanding of movement and vocal skills and visual design; and the ability to observe and analyse performance and visual arts.

Required Reading

Recommended Reading

Subject Hours
Eight hours per week for one semester comprising one two-hour seminar and three two-hour workshops.

Assessment
Progressive assessment (attention to and completion of practical tasks and processes within workshop classes and reading and writing tasks within tutorial and seminar classes), 30%; presentations, 30%; papers, 20%.

HPW1270 MOVEMENT AND VOICE 2
Campus Footscray Park.
Prerequisite(s) Nil.
Content To extend students’ understanding of the structure and function of the muscular and skeletal systems in relation to human movement. To promote a better balanced structure and lead to greater efficiency in movement. To allow students to develop and extend their range of vocalisation. To provide opportunities to develop skills in the techniques of observation. Experiential investigation of the muscular, skeletal and nervous systems in relation to their function in movement and body mechanics. Articulation of sound and types of sound. Exploration of tone,
volume, rhythm, pitch and projection. Application of these skills to a range of texts.


**Subject Hours** Four hours per week comprising two-two-hour seminar workshops.

**Assessment** Progressive assessment (attention to and completion of practical tasks and processes within workshop classes), 40%; assignments, 60%.

## HPW1280 PERFORMANCE PROJECTS 1

**Campus** Footscray Park.

**Prerequisite(s)** Nil.

**Content** These subjects will provide students with an opportunity to work with an invited performance maker or professional practitioner to devise, develop, and present an original performance. The content for the subjects will be determined by the individual lecturer in consultation with the Course Coordinator.

**Content** will be drawn from a wide range of possibilities, including a consideration of the relationships between written text and performer and written text and audience; the redefinition of space through the placement and manipulation of two and three dimensional elements, sound and light and a consideration of the relationship and engagement of viewers with the work and how it is activated or mediated by them; processes for the selection and transformation of written text, visual imagery, memory, and sound into a movement based performance; exploration of the ways in which visual images can be included within a performance, and the use of each visual technology in the composition of a work; basic concepts of sound, hearing and the vibratory nature of the human body and an understanding of the language of music through practical exercises in traditional and contemporary forms.

**Required Reading** Students will be directed towards the most recent relevant journal articles.


**Subject Hours** Two hours per week for one semester comprising one two-hour tutorial.

**Assessment** Progressive assessment, 50%; assignments, 20%; presentations, 30%.

## HPW1290 INTRODUCTION TO TECHNOLOGY 2 - VIDEO

**Campus** Footscray Park.

**Prerequisite(s)** Nil.

**Content** This subject is designed to provide students with a practical and theoretical understanding of basic video techniques and processes. The subject will deal with aspects of video production such as concept, outline, treatment and script; the video camera and lenses; video recording techniques; editing and dubbing. The subject examines these areas from functional and aesthetic viewpoints.

**Required Reading** To be advised by lecturer.


**Subject Hours** Two hours per week for one semester comprising one one-hour lecture and one one-hour tutorial.

**Assessment** Progressive, 50%; performance presentation, 20%; critical evaluation, 30%.

## HPW2130 PERFORMANCE COMPOSITION 1

**Campus** Footscray Park.

**Prerequisite(s)** Nil.

**Content** Observation and discussion of simple performance actions; exploration of rhythm and dynamics in both movement and sound; scoring for the body and voice; generation, analysis and preparation of text for performance; analysis of spatial ambience.

**Required Reading** Tufnell, M & Crielman; C (1993) *Body Space Image: Notes Towards Improvisation and Performance London*: Dance

**Recommended Reading**


**Subject Hours** Five hours per week comprising one one-hour lecture and four half-hour seminars.

**Assessment**

Progressive assessment (attention to and completion of practical tasks and processes within workshop classes), 50%; presentations, 50%.

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**HPW2100 TECHNIQUE A**

**Campus** Footscray Park.

**Prerequisite(s)** Nil.

**Content**

This subject is designed to provide practice in and to develop the student's facility in the following elements:- Relaxation and concentration; breathing; alignment; the use of imagery to promote physical efficiency; flexibility; movement sequences; Movement; transitions between basic effort actions; spatial design and orientation; rhythmic patterns.

**Required Reading**


**Recommended Reading**


**Subject Hours**

Three hours per week comprising two, one and a half-hour seminar/workshops.

**Assessment**

Progressive assessment (attention to and completion of practical tasks and processes within workshop classes), 40%; presentations 30%; assignment, 30%.

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**HPW2150 PERFORMANCE HISTORIES**

**Campus** Footscray Park.

**Prerequisite(s)** Nil.

**Content**

The subject examines the origins and evolution of performance with an emphasis on the twentieth century. A focus on the practitioners involved in the making of performance will be through the use of texts and videos. Specific works will be examined and/or reconstructed in order to gain an insight into their style and structure. The diversity of performance practice will be examined through the identification of the range of concerns driving the experimentation. Contemporary alternatives resulting from ideological difference from the mainstream are also introduced.

**Required Reading**

A reader will be made available to students prior to classes commencing.

**Recommended Reading**


**Subject Hours**

Three hours per week for one semester comprising three one-hour lectures and two one-hour workshops.

**Assessment**

Progressive assessment (attention to and completion of reading and written tasks within tutorial and seminar classes), 40% presentations, 30% essays, 30%.

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**HPW2230 PERFORMANCE COMPOSITION 2**

**Campus** Footscray Park.

**Prerequisite(s)** Nil.

**Content**

Individual direction of a work using other students as performers; development of methods of notation for movement sequences and the documentation of rehearsal processes; examination of the placement of the audience in space; application of theoretical models to the analysis of students work.

**Required Reading**


**Recommended Reading**


**Subject Hours**

Five hours per week comprising one one-hour lecture and four half-hour seminars.

**Assessment**

Progressive assessment (attention to and completion of practical tasks and processes within workshop classes), 50%; presentations, 50%.

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**HPW2240 TECHNIQUE B**

**Campus** Footscray Park.

**Prerequisite(s)** Nil.

**Content**

This subject is designed to provide practice in and to develop the students’ facility in the following elements: Relaxation and concentration; breathing; alignment; the use of imagery to promote vocal range; Vocalization; dynamic patterns; transitions in vocal range and voicings; phrasing.

**Required Reading**


**Recommended Reading**


**Subject Hours**

Three hours per week comprising two, one and a half-hour seminar/workshops.

**Assessment**

Progressive assessment (attention to and completion of practical tasks and processes within workshop classes), 40%; presentation, 30%; assignment, 30%.

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**HPW3140 TECHNIQUE C**

**Campus** Footscray Park.

**Prerequisite(s)** Nil.
Content This subject is designed to provide practice in and to develop the student's facility in the following elements. Warm up; relaxation, breathing, alignment, imagery. Vocalization; improvisation, dynamic patterns, transitions in vocal range, phrasing.


Subject Hours Three hours per week comprising two, one and a half-hour seminar/workshops.

Assessment Progressive assessment (attention to and completion of practical tasks) and processes within workshop classes, 40%; presentation, 30%; assignment, 30%.

HPW310 RESEARCH FOR PERFORMANCE

Campus Footscray Park.
Prerequisite(s) Nil.

Content This subject develops the student's ability to identify starting points from which to begin, workshop processes to expand initial ideas, ways of selecting and refining relevant material that has been collected and the synthesis of the elements into a final work. It provides students with methods of research for the making of their own work. It will result in a performance proposal which will be further developed, rehearsed and performed in the subject Performance Practice.

Required Reading To be advised by lecturer.


Subject Hours Three hours per week for one semester comprising one one-hour lecture and one two-hour seminar and workshop.

Assessment Progressive assessment, 30%; research proposal, 40%; presentation, 30%.

HPW320 CONTEMPORARY PERFORMANCE THEORY

Campus Footscray Park.
Prerequisite(s) Nil.

Content This subject examines contemporary theoretical and critical perspectives on the nature and function of performance and its relationship to the other arts, in particular, architecture and the visual arts. Particular attention is paid to semi-otic, post-semiotic, and post-structuralist models, including critiques of these approaches.

Required Reading To be advised by lecturer.


Subject Hours Three hours per week for one semester comprising one one-hour lecture and one two-hour tutorial.

Assessment Progressive assessment, 40%; tutorial presentations, 20%; essays, 40%.

HPW320 STRUCTURES OF PERFORMANCE

Campus Footscray Park.
Prerequisite(s) Nil.

Content This subject examines the structures of performance within the context of culture. It introduces students to how structures, including performance space, time, style, text, theatre designs, and audiences, are informed and shaped by their particular social and cultural milieu from antiquity to the present day. It gives students a basis for the study of texts, performances, and visual arts productions associated with various performance styles, and equips students with skills for performance and textual analysis.

Required Reading To be advised by lecturer.


Subject Hours Three hours per week for one semester comprising one one-hour lecture and one two-hour tutorial.

Assessment Progressive assessment, 30%; tutorial presentations, 40%; essays, 30%.

HPW3240 TECHNIQUE D

Campus Footscray Park.

Prerequisite(s) Nil.

Content This subject is designed to provide practice in and to develop the student's facility in the following elements: Learn and self devised movement sequences focusing on relaxation, breathing, alignment and flexibility to promote physical efficiency. Movement improvisation structures; rhythmic patterns, spatial design, effort actions designed to facilitate an increase in the students' movement vocabulary. Structures for observation and peer group feedback mechanisms.


Subject Hours Three hours per week comprising two, one and a half-hour seminar/workshops.

Assessment Progressive assessment (attention to and completion of practical tasks and processes within workshop classes), 40%; presentation, 30%; assignment, 30%.

HPW3250 PERFORMANCE & IDENTITY

Campus Footscray Park.

Prerequisite(s) Nil.

Content This subject examines notions of gender, sexuality, race, ethnicity, and identity with an emphasis on how these might constitute discursive formations which can in a sense be performed. In addition to contemporary theories of gender, sexuality, race, ethnicity, and identity, focus will be given to performers and performed. In addition to contemporary theories of gender, sexuality, race, ethnicity, and identity with an emphasis on how these might constitute discursive formations which can in a sense be performed.


Subject Hours Three hours per week for one semester comprising two one-hour lectures and one one-hour tutorial.

Assessment Progressive assessment (attention to and completion of reading and written tasks within tutorial and seminar classes), 40%; presentations, 30%; essays, 30%.

HPW3260 THE BODY AND REPRESENTATION

Campus Footscray Park.

Prerequisite(s) Nil.

Content This subject will examine ideas and representations of ‘the body’ and their impact on performance-making and analysis. The aims of this subject are: to give students an understanding of the diversity of ideas and representations surrounding the human body since antiquity, to give students an understanding of the effects of these ideas on the development of performance and the other arts, and the reciprocal effects of performance and the other arts on the development of ideas of the body; to introduce students to modern critical approaches to the body; and to encourage students to make use of the variety of ideas and representations of the body in the making and analysis of performances.

Required Reading To be advised by lecturer.


Subject Hours Three hours per week for one semester comprising one one-hour lecture and one two-hour tutorial.

Assessment Progressive assessment, 20%; presentation, 40%; essays, 40%.

HPW3280 GRADUATING SEMINAR

Campus Footscray Park.

Prerequisite(s) Students must have satisfactorily completed a minimum of 75 per cent of coursework for the degree in Bachelor of Arts – Performance Studies.

Content This subject is designed to integrate knowledge from the preceding theoretical and historical subjects with current issues in performance and the students’ concerns in their own major performance making projects. It is designed to provide the student with the opportunity to view the role of performance in society from an informed and multi-disciplinary perspective, and to aid them in articulating the concerns and theoretical position of their own performance work. Students will be required to understand, analyse, and discuss current issues and problems in the field of...
performance by employing a multi-disciplinary approach and applying the broad range of knowledge acquired in preceding undergraduate subjects. The subject aims to provide a forum for the discussion of theoretical issues arising from students’ personal work and for the linking of their personal work to concerns in contemporary performance, performance theory, and cultural theory; to foster an awareness of the historical and ideological contexts of their performances, performance analyses, and theoretical arguments; to foster the rigorous responsibility of students to mark their own positions in relation to theoretical and performative contexts; and to ensure a wide reading in, and a broadly conceived range of allusions to, diverse critical and performance schools and approaches.

Required Reading To be advised by lecturer.

Subject Hours Three hours per week for one semester comprising one-hour lecture and one-two-hour seminar/practical session.

Assessment Progressive assessment, 50%; seminar papers, 30%; essays, 20%.

HPW290 PERFORMANCE PRACTICA

Campus Footscray Park.

Prerequisite(s) Nil.

Content This subject involves the student in a sustained process of experimentation, research, and rehearsal in the development, structuring, refining and documentation of an original work for public performance. Students will develop the ability to organise a workshop and rehearsal schedule, and to produce and promote a public performance event.


Subject Hours Seven hours per week for one semester workshops and seminars.

Assessment Progressive assessment (attention to and completion of practical tasks and processes within workshop classes), 50%; performance, 30%; essays, 20%.

HPW4021 HONOURS PROJECT (FULL-TIME)

HPW4022 HONOURS PROJECT (PART-TIME)

Campus Footscray Park.

Prerequisite(s) Nil.

Content The Honours Project is an opportunity for the student to independently conceptualise, design, carry out and evaluate a performance research work. This subject allows the presentation of:

1. Three hours per week for one semester comprising a major project or project and performance.
2. Seminar paper, 20%.

Required Reading To be advised by supervisor.

Recommended Reading To be determined by the supervisor in consultation with the student.

Subject Hours The research process will be monitored by regular meetings with the supervisor in light of the agreed upon project proposals.

Assessment The research project will be examined by two individuals with expertise in the specific area of the research. These may be internal or external to the School or the University and will not include the supervisor. This examination will constitute 100% of the assessment. Each examiner will independently recommend one of the following outcomes to his/her assessment of the thesis: pass without further examination; pass subject to corrections to the satisfaction of the School's Honours Courses Committee; deferred for resubmission after major revision; fail. In the event that there is a major disagreement between the examiners, a third examiner will be appointed.

HPX1010 OLYMPIC STUDIES

Campus Footscray Park.

Prerequisite(s) HPE1130 History of Sport and Physical Education; or HPS1111 Sport History and Culture; or equivalent.

Content This subject aims to provide students with knowledge and critical understanding of the globalization of the modern Olympic games. It does this by examining in detail the historical, political, cultural, philosophical and economic literature pertaining to the Olympic movement. The subject also aims to give students an awareness of the relationships between the Olympic Games and sport, culture and tourism, especially as they relate to Australia in a global context.


Subject Hours Three hours per week for one semester comprising lecture and seminar.

Assessment Written assignments and presentations, 60%, final examination, 40%.

HPX1015 SPORT AND CULTURE RESEARCH SEMINAR

Campus Footscray Park.

Prerequisite(s) The first and second year required social sciences and humanities subjects within the Bachelor of Applied Science – Human Movement course or the equivalent as determined by the lecturer.

Content This elective research seminar provides an opportunity for students with a strong interest in the social sciences or humanities of sport to consider elected current research issues and topics in sport from a multi-disciplinary social sciences and humanities perspectives. The subject will be run partly in conjunction with departmental sport and culture related seminars attended by fourth year honours students, graduate research students and lecturing staff currently researching in the social sciences and humanities areas.

Required Reading To be advised by lecturer.

Subject Hours Two hours per week for one semester comprising two hours seminar.

Assessment Papers, debates, presentations, projects, 100%.

SBF1719 BIOCHEMISTRY 1 (OSTEOPATHY)

Campus St Albans, City Flinders.

Prerequisite(s) Nil.

Content Introduction to biochemistry: historical development; key advances e.g. metabolic pathways, genetic codes etc; chemical basis of life; carbohydrates monosaccharides; polysaccharides, fibre; chemistry of carbohydrates; proteins; functions; essential amino acids; protein structure, primary, secondary, tertiary etc; nomenclature; chemistry of proteins and specific amino acids; nucleic acids; structure; RNA; DNA; nucleotides and nucleosides; genetic code; lipids; functions; essential fatty acids; fatty acids; acyl glycerols; phospholipids; sterols; vitamins; the prokaryote cell, the cell envelope; the capsule; flagella and fimbriae; cytoplasm;
chromosome; plasmids; reproduction; the eukaryote cell; cytoplasmic membrane; the nucleus; organisation of DNA; nuclear division and reproduction; the nucleolus; endoplasmic reticulum; golgi complex; lysosomes; mitochondria; introduction to metabolic control; eukaryotic microorganisms; protozoa; fungi; viruses. 


Class Contact Three hours per week for the first semester comprising alternating two one-hour lectures with one one-hour tutorial the next. Two hours per week for the second semester comprising alternating one one-hour lecture and one one-hour tutorial one week and one two-hour laboratory session the next.

Assessment Semester one Written examination, 60%; reports, 40%. Semester two Written examination, 60%; reports, 40%.

SBF1738 CELL STRUCTURE AND FUNCTION

Campus St Albans, City Flinders.

Prerequisite(s) Nil.

Content Microscopic cell structure and function; cellular reproduction to include bacteria and viruses etc; cell membranes and transport; nuclear structure and function; mitochondrial activity; ribosomal activity; cell type specificity; lysosomes; autolysis etc; histology; human genetics; microbiology; spread and transmission of infection/microbes; categories of infective agents; bacterial; viral; fungal; parasitic etc; sterilisation and disinfection; resistance; host and infective agents.


Class Contact Two hours per week for one semester comprising two one-hour lectures every other week and one two-hour laboratory session every other week.

Assessment Written examination, 60%; reports, 40%.

SBF2739 BIOCHEMISTRY 2 (OSTEOPATHY)

Campus St Albans, City Flinders.

Prerequisite(s) SBF1718 Biochemistry 1; or equivalent.

Content Biological milieu – pH, electrolytes; enzymes; specificity; units of activity; kinases; substrate concentration; inhibition; competitive, non-competitive; enzyme concentration; coenzymes; cofactors; pH and temperature; nomenclature; clinical relevance; metabolism; catabolism; glycolysis (EMP); krebs cycle (TCA); pentose phosphate pathway; biosynthesis; polysaccharides; deoxyribonucleic acids; ribonucleic acids and proteins; lipids; control of metabolism; integration and amount of enzyme; specific activity and kinetic characteristics of enzymes; enzyme localisation and control of local environment; hormonal activity and control; growth of microorganisms; nutrition; environmental factors affecting growth; sterilisation of culture and media apparatus; characteristics of growth; measurement of growth; applications of biochemical transformations and processes.

SBM1529 INTRODUCTION TO PLANT SCIENCE

Campus St Albans.

Prerequisite(s) Nil.

Content Plant morphology and internal anatomy of stem, root and leaves; cell structures and contents; parts of flowers and fruits and their variations; Basic taxonomy; orders and families of selected Chinese medicinal plants; Basics of the origin and distribution of primary and secondary metabolites.
SBM2515 SURFACE ANATOMY

Campus St Albans.

Prerequisite(s) SBM1515 Anatomy and Physiology 1; SBM1525 Anatomy and Physiology 2; or equivalent.

Content Surface anatomy of areas relevant to acupuncture.


Assessment One oral examination in semester 1 (50%) and one oral examination in semester 2 (50%). Normally a pass must be gained in each component of assessment.

SBM2516 HUMAN BIOSCIENCE 3 (NURSING)

Campus St Albans.

Prerequisite(s) SBM1527 Human Bioscience 2 (Nursing).

Content The presentation of major concepts and principles of physiopathology illustrating their relationship to a range of common/important acute and chronic illness. This subject supports the topics in concurrent nursing units by providing a scientific basis for understanding disease processes such as cellular injury, inflammation, infection, and shock; by elucidating the underlying mechanisms which result in clinical manifestations; and by presenting the rationales for therapeutic interventions. Pharmacological concepts such as route of administration, distribution, metabolism and excretion of drugs will be discussed. The main classes of therapeutic drugs and their mode of action will be outlined. Microbiology will be discussed with reference to the growth and physiology of micro-organisms, their pathogenic potential, infection control and antibiotic treatment. The physiopathological principles underlying disorders of major body systems and subsystems will be discussed; for example, in cardiovascular physiopathology, shock, cardiac failure, hypertension and atherosclerosis will be examined. Other topics covered may include haematology, the respiratory system, renal system, and fluid and electrolyte imbalances, however specific systems in this subject may be interchanged with those in the fourth semester subject as appropriate.

Subject Hours Five hours per week comprising three one-hour lectures and one two-hour tutorial/laboratory session, or equivalent.

Assessment Assignment and tutorial/laboratory reports, 40%; examination, 60%.

SBM2526 HUMAN BIOSCIENCE 4 (NURSING)

Campus St Albans.

Prerequisite(s) SBM2516 Human Bioscience 3 (Nursing).

Content This subject furthers the understanding of pathophysiological principles and disease processes introduced in SBM2516 Human Bioscience 3 (Nursing). These will include neoplasia, the adaptive immune response (immunisation, hypersensitivity, immune deficiency, auto-immunity), and endocrine disorders such as diabetes mellitus. Further pathophysiology of specific systems will be discussed, for example, neurological disorders, gastrointestinal tract pathophysiology, and musculoskeletal pathophysiology but this content may be interchanged with systems listed in the third semester subject. Disorders of the reproductive tract including infertility will be presented. The normal functioning of the reproductive system in pregnancy will be discussed together with embryological development. Important genetic disorders such as cystic fibrosis and their modes of inheritance will be examined.


Subject Hours Five hours per week comprising three one-hour lectures and one two-hour tutorial/laboratory session, or equivalent.

Assessment Assignment and tutorial/laboratory reports, 40%; examination, 60%.

SBM2570 PHYTOPHARMACEUTICS

Campus St Albans.

Prerequisite(s) SBM1610 Botany or SFB1523 Biological Sciences 1C; or SBM1712 Human Biomedicine 2; or equivalent.

Content Phytochemistry and phytopharmacology: The language of organic chemistry, basic metabolic pathways, origins of secondary metabolites. The aim of this subject is to enable students to link active constituents of plants to therapeutic or toxic outcomes. Basic phytochemistry, pharmacological activities: Chinese natural drugs acting on the various body systems; active constituents of the Chinese pharmacy. Toxic dosages - LD 50 concept; toxic dosages of the Scheduled Poisons List - Chinese herbs; poisoning records and Chinese Medical anti-dotes.


Subject Hours Equivalent to three hours per week for two semesters comprising 3 hours of seminars.

Assessment Assignments (30%); end of semester 1 examination (35%); and end of semester 2 examination (35%).

SBM2575 PHYTOPHARMACEUTICS

Campus St Albans.

Prerequisite(s) SBM1529 Introduction to Plant Sciences; SBM1525 Anatomy and Physiology 2; or equivalent.
Content Basic Phytochemistry and Phytopharmacology; Pharmacological Activities - Chinese natural drugs acting on the various body systems; Active Constituents of the Chinese pharmacy; Toxic dosages - LD 50 concept; toxic dosages of the Scheduled Poisons Last - Chinese herbs; poisons records and Chinese Medical antidotes.


Subject Hours Two and one half hours per week for one semester comprising of lectures, tutorials and workshops.

Assessment Assignments (30%) and examination (70%). Normally a pass must be gained in each component of assessment.

SBM2721 HUMAN BIOMEDICINE 3

Campus St Albans.

Prerequisite(s) SBM1712 Human Biomedicine 2 or equivalent.

Content The aim of this subject is to enable students to extend theoretical knowledge of human structure and function developed in SBM1712 Human Biomedicine 2 by further developing an integrated understanding of the systems within the body. Metabolism and digestion will be covered, including gastrointestinal anatomy and physiology, and the role of enzymes, the hepatic portal system, hepatobiliary system, and its role in metabolism. The renal system, waste product elimination, and urine production; fluid, electrolyte and acid base balance. An introduction to microbiology and body defence mechanisms.

Required Reading Van De Graaf, KM and Fox, SI 1995, Concepts of Human Anatomy and Physiology 4th ed, USA, Wm C Brown (in addition to that advised by lecturers).

Subject Hours Two and one half hours per week for one semester comprising of lectures/tutorials.

Assessment Test and examination, 55%; tutorial papers and three assignments, 45%. A pass must be gained for each component of the assessment.

SBM2722 HUMAN BIOMEDICINE 4

Campus St Albans.

Prerequisite(s) SBM2721 Human Biomedicine 3 or equivalent.

Content The anatomy and physiology of the cardiovascular system, blood and lymphatic system, respiratory system, an introduction to the endocrine system, reproductive system and human genetics. Students will also be introduced to the fundamental concepts of pharmacology, including pharmacokinetics, and the mode of action of the more commonly encountered classes of drugs.

Required Reading Van De Graaf, KM and Fox, SI 1995, Concepts of Human Anatomy and Physiology 4th ed, USA, Wm C Brown (in addition to that advised by lecturers).

Subject Hours The equivalent of two and one half hours per week for one semester, comprising lectures/tutorials.

Assessment Test and examination, 55%; tutorial papers and three assignments, 45%. A pass must be gained for each component of the assessment.

SBM335 DIET AND NUTRITION

Campus Melton.

Prerequisite(s) HPL1190 Introductory Physiology; HPL1215 Applied Exercise Physiology.

Content The subject aims to provide students with the theoretical knowledge underlying good nutritional practices and their practical application in the formulation of dietary recommendations. The subject will include the following topics: the basic diet ie. carbohydrates, fats and protein; energy balance and weight control; nutrition throughout the lifespan; diet and disease; dietary needs of special groups ie. the exercising individual, vegetarians; diet for sports performance; dietary problems e.g. eating disorders.


Recommended Reading Specific readings will be determined by the lecturer.

Subject Hours Three hours per week for one semester comprising of one-two hour lecture and one hour of tutorial or the equivalent.

Assessment Major assignment, 40%; minor assignment/s, 20%; examination, 40%. Students must satisfactorily complete all aspects of the subject assessment to gain a pass.

SBM3515 CLINICAL PHARMACOLOGY AND PATHOPHYSIOLOGY

Campus St Albans.

Prerequisite(s) SBM2575 Phytopharmaceuticals; or equivalent.

Content Fundamental pathophysiology, commonly used pharmaceuticals, and pertinent medical terminology with particular emphasis on understanding the actions of specific pharmaceuticals and the identification of potentially life-threatening conditions.


Subject Hours The equivalent of 6 hours per week for one semester consisting of lectures, workshops/clinical observation in appropriate health care settings.

Assessment One assignment (25%); one examination (50%); and one clinical report (25%). Normally a pass must be gained in each component of assessment.

SBM3525 CLINICAL PATHOPHYSIOLOGY

Campus St Albans.

Prerequisite(s) SBM3515 Clinical Pharmacology and Pathophysiology; or equivalent.

Content Development of material covered in ‘Clinical Pharmacology and Pathophysiology’ with particular emphasis on the identification of potentially life-threatening conditions. An understanding of the main pathology tests and diagnostic techniques; the development of skill in the use of the stethoscope, sphygmomanometer, ooscope, organ palpation and other basic procedures employed by the health care professional; a CM understanding of the medical conditions studied.
SBM3554 CLINICAL PATHOPHYSIOLOGY

Campus St Albans.

Prerequisite(s) SBM1572 Body Control Mechanisms and HHR2124 TCM Diagnostic Assessment Skills, or SBM2722 Human Biomedicine 4 and HHT2143 Chinese Herbal Medicine 3 or equivalent.

Co-requisite(s) SBM3564 Clinical Pharmacology.

Content One of the aims of the subject is to provide students with the knowledge and skills to enable them to identify disease states and disorders that require further investigation or referral to a different health modality. The other aim is to give the students an overview of Western medicine for communication purposes. The subject will include basic pathophysiology and medical terminology. In order to supplement class-room based teaching of diseases and syndromes, the students will be doing clinical observation sessions at different health care settings. Topics include infectious and immunological diseases and prototype illness affecting the body systems.


Subject Hours The equivalence of six hours per week for two semesters comprising three hour lectures and three hour tutorials/clinical sessions.

Assessment Assignments, one per semester, 25% each; end of semester examination, 25% each. Students must complete each part of the assessment and a pass must be gained for each component of assessment.

SBM3564 CLINICAL PHARMACOLOGY

Campus St Albans.

Prerequisite(s) SBM2722 Human Biomedicine 4, or SBM1572 Body Control Mechanism, or SBM2560 Botanical Pharmaceutics, SBM3554 Clinical Pathophysiology or equivalent.

Co-requisite(s) SBM3554 Clinical Pathophysiology.

Content An introduction to the mechanisms of drug action with particular reference to drugs prescribed in the hospital situation. From the subject is expected that students will be able to identify the selective therapeutic and prophylactic effects of drugs. This is covered by describing the theory of drugs at a molecular level. With these constructs the student should be able to relate the advantages of a particular drug therapy, as well as its unwarranted side-effects and drug-drug interactions.


Subject Hours The equivalent of two hours per week for two semesters comprising of two one-hour lectures

Assessment Assignments, one per semester, 25% each; end of each semester examination, 25% each. Students must complete each part of the assessment and a pass must be gained for each component of assessment.

SCM1611 APPLIED STATISTICS 1

Campus Footscray Park

Prerequisite(s) Nil.


Subject Hours Three hours per week for one semester, comprising two one-hour lectures and one one-hour tutorial.

Assessment Final examination, 70%; assignment and tests, 30%.

SCM1612 APPLIED STATISTICS 2

Campus Footscray Park, Hong Kong

Prerequisite(s) SCM1611 Applied Statistics 1.


Subjects Hours Three hours per week for one semester, comprising two one-hour lectures and one one-hour tutorial.

Assessment Final examination, 70%; assignment and tests, 30%.

SCM1711 MATHEMATICAL FOUNDATIONS 1

Campus Footscray Park

Prerequisite(s) Nil.


Subjects Hours Four hours per week for one semester, comprising three hours of lectures and one hour of laboratory/tutorial.

Assessment Final examination, 75%; mid semester test, 25%.

SCM1712 MATHEMATICAL FOUNDATIONS 2

Campus Footscray Park

Prerequisite(s) SCM1711 Mathematical Foundations 1.

and by parts. Basic differential equations. Growth and decay problems.

**Recommended Reading**  

**Subject Hours**  
Four hours per week for one semester, comprising three hours of lectures and one hour of tutorial.

**Assessment**  
Final examination, 75%; mid semester test, 25%.

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**SCM2611 LINEAR STATISTICAL MODELS**

**Campus**  
Footscray Park

**Prerequisite(s)**  
SCM1612 Applied Statistics 2.

**Content**  

**Required Reading**  

**Recommended Reading**  

**Subject Hours**  
Three hours per week for one semester, comprising one hour of lecture and one one-hour tutorial and one one-hour laboratory.

**Assessment**  
Final examination, 70%; assignment: 30%.

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**SCM2612 STATISTICAL FORECASTING**

**Campus**  
Footscray Park, Hong Kong

**Prerequisite(s)**  
SCM1612 Applied Statistics 2.

**Content**  

**Required Reading**  
Nil.

**Recommended Reading**  

**Subject Hours**  
Three hours per week for one semester, comprising two one-hour lectures and one one-hour laboratory/tutorial.

**Assessment**  
Final examination, 60%; project: 30%; laboratory assessment, 10%.

---

**SCM2711 DISCRETE MATHEMATICS**

**Campus**  
Footscray Park, Hong Kong

**Prerequisite(s)**  
SCM1711 Mathematical Foundations 1

**Content**  
Linear algebra—Systems of linear equations, matrices as operators, eigenvectors and eigenvalues. Introduction to vectors, vectors spaces, linear independence, spanning set, basis, change of basis, orthogonal basis, similarity, diagonal factorization, real-symmetric and Hermitian matrices, quadratic forms, normal modes of vibration. Graph theory—definitions, terminology, adjacency, incidence, paths, cycles, multigraphs, digraphs, weighted graphs, Eulerian graphs and digraphs. Hamiltonian graphs and digraphs, algorithm trees, graph colouring, matching.

**Required Reading**  
Nil.

**Recommended Reading**  

**Subject Hours**  
Three hours per week for one semester, comprising two hours of lectures and one hour of laboratory/tutorial.

**Assessment**  
Final examination, 80%; test, 20%.

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**SCM2712 ANALYSIS OF CONTINUOUS PROCESSES**

**Campus**  
Footscray Park

**Prerequisite(s)**  
SCM1712 Mathematical Foundations 2.

**Content**  

**Required Reading**  
Nil.

**Recommended Reading**  

**Subject Hours**  
Three hours per week for one semester, comprising two one-hour lectures and one one-hour laboratory/tutorial.

**Assessment**  
Final examination, 80%; assignment and test, 20%.

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**SCM2913 OPTIMISATION METHODS I**

**Campus**  
Footscray Park

**Prerequisite(s)**  
SCM1611 Applied Statistics 1.

**Content**  

**Required Reading**  
Nil.

**Recommended Reading**  

**Subject Hours**  
Three hours per week for one semester, comprising two one-hour lectures and one one-hour laboratory/tutorial.

**Assessment**  
Final examination, 70%; assignments and tests, 30%.

---

**SCM3712 CODING, CRYPTOGRAPHY AND COMPUTER SECURITY**

**Campus**  
Footscray Park

**Prerequisite(s)**  

**Content**  
Information Theory, error correcting and error control codes, cryptosystems, one way functions, public key systems, Data Encryption Standard.

**Required Reading**  

**Recommended Reading**  
SMA1010 INTRODUCTORY MATHEMATICS

Campus Footscray Park
Prerequisite(s) Nil

Subject Hours Four hours per week for two semesters based on two hour lectures and two hour tutorial sessions.

Assessment Tests and assignments, 40%; one three-hour examination at the end of each semester, 60%. A satisfactory level of assessment for each component is required for a subject pass.

SMA1201 MATHEMATICS 1AP

Campus Footscray Park, Werribee
Prerequisite(s) Nil

Corequisite Nil

Content Functions and graphs, roots of equations. Derivative of a function, differentiation rules, applications of differentiation. Definite and indefinite integration, integration rules and techniques, simple differential equations. Complex numbers; Euler’s and de Moivre’s theorems. Vectors, vector algebra.


Subject Hours Four hours per week for one semester based on two hour lectures and two hour tutorial sessions.

Assessment Tests 35%, end of semester examination: 65%.

SMA1202 MATHEMATICS IAP

Campus Footscray Park, Werribee
Prerequisite(s) SMA1201 Mathematics IAP

Corequisite(s) Nil


Subject Hours Four hours per week for one semester based on two hour lectures and two hour tutorial sessions.

Assessment Tests 35% of end of semester examination 65%.

SPH 1010 PHYSICS 1

Campus Footscray Park
Prerequisite(s) Nil

Co-requisite(s) SMA1201 and/or SMA1202.

Content Semester one: SPH1011 Mechanics 1A; SPH1021 Waves, Sound and Optics; SPH1091 Physics Laboratory 1A. Semester two: SPH1012 Mechanics 1B; SPH1022 Electricity, Magnetism and Modern Physics; SPH1092 Physics Laboratory 1B.


Subject Hours 65 hours of lectures/tutorials each semester, 26 hours of laboratory experiences in each semester.

Assessment End-of-semester examinations plus tests during the semester. Performance in experiments. End of semester laboratory test. Supplementary assessment will be granted at the discretion of the examination board.

SPH 2000 PHYSICS 2

Campus Footscray Park
Prerequisite(s) SPH1010 or its equivalent, SMA1201

Corequisite(s) SMA1202 &/or SMA2311


Required Reading See references under each unit

Recommended Reading See references under each unit

Subject Hours 114 hours per semester, comprising lectures, tutorials and laboratory sessions. Supplementary assessment will be granted at the discretion of the examination board.

Assessment End of semester examinations plus assignments. Performance in experiments, written reports and oral presentations. The marks in each unit will be weighted by its credit point value and these will be summed and scaled out of 100. A final mark of at least 50 is required to pass. 
Supplementary assessment will be granted at the discretion of the examination board.

Postgraduate Studies
Faculty Courses

Course Offerings

*Campus  Full-time  Part-time
Graduate Diploma in Dementia Care and Service  C  O  Y  Y
Graduate Program in Aged Services Management
  – Graduate Diploma in Aged Services Management  C  O  Y  Y
  – Master of Health Science - Aged Services Management  C  Y  Y

* Campus  C=City Flinders Lane  I=Internet  S=St Albans

Graduate Diploma in Dementia Care and Service

Course Code: HGDS

Course Objectives

With the projected increase in the number of older people it is estimated that there will be an increase in the number of people with dementia. It is important that all people involved with a person who has dementia have a comprehensive understanding of dementing illnesses and the associated care needs. In particular, there will be a need to improve access to and the quality of educational programs for service providers. The Graduate Diploma in Dementia Care and Service is the first award course in Australia to train service providers who work with people who have dementia.

The course will address the need to provide multi-disciplinary and multi-professional training and take into account the different educational backgrounds of people applying to enter the course.

Furthermore, the course will extend the knowledge and experience of professionals who currently work in residential care and in the community among people with dementia and enrich the experience, knowledge and skills of those who have non-professional roles.

Admission Requirements

To qualify for admission to the course applicants must normally hold a bachelor degree in a discipline related to health or community services. It would be desirable for applicants to have had experience working with people with dementia.

Applicants who do not meet the normal admission requirements but who can demonstrate extensive and relevant work experience will be considered for admission.

Applicants may be required to attend an interview and will need to demonstrate to an academic panel, adequate preparation to undertake studies at the graduate level.

Course Duration

The course is offered over one year on a full-time basis or part-time equivalent.

Course Structure

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HFG4101</td>
<td>Understanding Dementia</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>HFG4102</td>
<td>Person-Centred Approaches to Dementia Services</td>
<td>20</td>
<td>3</td>
</tr>
</tbody>
</table>

Graduate Program in Aged Services Management

Incorporating -

Graduate Diploma in Aged Services Management

Course Code: HGAM

Master of Health Science - Aged Services Management

Course Code: HMAS

Program Objectives

The aims of the Graduate Program are to equip graduates with:

• knowledge of the historical, social, personal, environmental and political context of planning and delivering services for older adults;
• knowledge of financial management in aged care facilities and the use of financial information in planning and decision-making;
• knowledge and skills in industrial relations and human resource management to enable them to effectively perform their roles;
• an ability to critically examine aspects of work relationships and practices concerned with the improvement of employee quality of work life and organisational effectiveness;
• an awareness of issues which incorporate effective leadership skills, improvement of group operating effectiveness;
• an ability to interpret research publications;
• an ability to apply skills in the use of information technology in aged services facilities and ability to use relevant software packages;
• an understanding of the legal and ethical ramifications of decisions in policy and planning;
• an understanding of the relationships between quality management, continuous improvement quality of service and quality of life issues;
• an understanding of strategies in policy formulation and evaluation;
• the capacity for study beyond the master degree level.

Admission Requirements

Graduate Diploma in Aged Services Management

To qualify for admission to the course applicants must have a bachelor degree in a discipline related to health or community services.

Master of Health Science - Aged Services Management

To qualify for admission to the course applicants must have completed the Graduate Diploma in Aged Services Management at an average grade level of second class honours (H2B), or equivalent, as approved by the Faculty of Human Development.
Applicants who do not meet the normal admission requirements but who can demonstrate extensive and relevant work experience will be considered for admission.

Applicants may be required to attend an interview and will need to demonstrate to an academic panel adequate preparation to undertake studies at the graduate diploma and master degree level.

**Program Duration**

The Program is offered over two years on a full-time basis or part-time equivalent.

**Program Structure**

The Program comprises two stages. Stage 1 comprises the Graduate Diploma in Aged Services Management. Stage 2 comprises the Master of Health Science – Aged Services Management.

### Graduate Diploma in Aged Services Management

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credit Points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HEG1560</td>
<td>Financial Management</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HEG1570</td>
<td>Employee Relations</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HEG1580</td>
<td>Computing</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HEG1660</td>
<td>Materials Resource Management</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HFG4001</td>
<td>Social and Political Aspects of Ageing</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HFG4002</td>
<td>Quality in Management of Aged Care</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HFG4003</td>
<td>Aged Management: Field Experience</td>
<td>15</td>
<td>3</td>
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<tr>
<td></td>
<td>Elective</td>
<td>15</td>
<td>3</td>
</tr>
</tbody>
</table>

Course Total: 120 312

### Elective Subjects

Students will select an elective from those listed below or a subject to complement aged services study from any other higher education course offered by the University, as approved by the Course Co-ordinator.

- HFG4004 Ethics in Aged Services Management
- HFG4005 Graduate Readings in Aged Services
- HFG4006 Operations Procedures in Aged Services

**Note:** Not all electives are available each year. Off-campus students must select electives from the above list.

### Master of Health Science – Aged Services Management

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credit Points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HPR0001</td>
<td>Introduction to Research Design and Methods</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>HFG5002</td>
<td>Literature Review in Aged Services Management</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HFG5003</td>
<td>Graduate Seminars in Aged Services Management</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HFG5004</td>
<td>Minor Thesis (full-time)</td>
<td>70</td>
<td>13</td>
</tr>
<tr>
<td></td>
<td>Collaborative Research Project (full-time)</td>
<td>70</td>
<td>13</td>
</tr>
</tbody>
</table>

Course Total: 120 273

Cumulative Program Total: 240 585

### Advanced Standing

Where applicants have prior qualifications in an equivalent course and can demonstrate experience in aged services they may apply for exemptions from relevant subjects in the course. The maximum exemption that may be granted is 50% of subjects towards the Graduate Diploma in Aged Services Management. The maximum exemption that may be granted is 9 of 12 (75%) subjects towards the Master of Health Science – Aged Services Management. These subjects are the eight subjects in the Graduate Diploma in Aged Services Management course and the subject HPR0001 Introduction to Research Design and Methods.
School of Education

Staff in the School of Education have significant experience in Australia and overseas in many fields of research, evaluation and consultancy. They have engaged in research projects related to design, development, and evaluation of curricula and formal and informal approaches to training, teaching, learning and assessment, language and literacy, mathematics, science, computer assisted instruction, multimedia and educational technology. Their interests and experience include educational disadvantage, children and young people's attitudes to experiences and perceptions of home and school, individual differences, including disabilities and giftedness, recruitment, selection, training, development and appraisal of professionals, school leadership and management.

The School of Education has broad experience in a range of areas related to its teaching programs and to the Institute for Youth, Education and Community, the Adult Literacy and Numeracy Australian Research Consortium, the Victorian Industry Education Partnerships and the Story Writing in Remote Locations Project.

Currently and recently externally funding projects include:

• The Key Competencies Professional Development Project (Colleen Vale), an interactive multimedia project based within Department of Children's Services, South Australia, funded by the Department of Employment Education Training and Youth Affairs, Canberra;

• The School Work Program Partnership between Schools and Industries (Colleen Vale), funded by BP Australia;

• The School Restructuring Project (Associate Professor Tony Kruger, Dr Brenda Cheredinichenko and Neil Hooley) in association with Queensland University of Technology, a longitudinal study of impact of school reform upon student learning outcomes and school organisational cultures, funded by an Australian Research Council Collaborative Grant;

• The Innovative Links between Universities and Schools for Teacher Professional Development Project (Associate Professor Tony Kruger, Dr Brenda Cheredinichenko, Neil Hooley, David Jones, Lawry Mahon, Rose Mulaney and Professor Maureen Ryan) funded by Department of Employment, Education Training and Youth Affairs and administered by the national teaching and learning consortium, a consortium of 14 Australian Universities;

• The Connect Drug Education Project (Professor Maureen Ryan, Anne Davies), a project investigating issues of gender and ethnicity in substance use, funded by Department of Education, Victoria;

• The Life Learning Project (Professor Maureen Ryan), a project developing an interprofessional collaboration/full service schools model in three local schools, funded by Sidney Myer Fund;

• Spirit of Cooperation Youth Research Project (Robyn Broadbent) a project funded by the Department of Human Services (Western Region) providing a picture of the mix of youth services available in seven local government areas.

• Horn of Africa Prevention of Crime Peer Education Project (Robyn Broadbent, Ellen Bereed, Tania Russ) a project funded by the Department of Justice aimed at developing a peer education program based on material gathered through interview about current knowledge and experiences of young people from the Horn of Africa about crime and victimisation.

• Full Service Schools Program and related research projects (Professor Maureen Ryan, Robert King, Paul McSherry, Robyn Broadbent) funded by the Department of Education, Employment and Training (Victoria); coordination of the FSS Program in the Cities of Hume and Brimbank; production of Successful Learning Website which documents all FSS projects throughout Victoria and the case management research project which assesses approaches taken in FSS and other schools to the case management of students.

• Site Based Teacher Education (Associate Professor Tony Kruger, Dr Brenda Cheredinichenko), funded by, DETYA evaluates and trials innovative approaches to site-based teacher education throughout Australia.

Course Offerings

In 2002 the School of Education will offer the following postgraduate programs:

<table>
<thead>
<tr>
<th>Program</th>
<th>Full-time</th>
<th>Part-time</th>
</tr>
</thead>
</table>

Graduate Certificate in Teaching Studies of Asia: F, Y, Y

Graduate Diploma in Secondary Education: F, Y, Y

Graduate Program in Education for Professional Development Incorporating:

- Graduate Certificate in Education for Professional Development: F, n/a, Y
- Graduate Diploma in Education for Professional Development: F, n/a, Y

Graduate Program in Education and Training Incorporating:

- Graduate Certificate in Education and Training: F, n/a, Y
- Graduate Diploma in Education and Training: F, Y, Y
- Master of Education Education and Training: F, Y, Y

Graduate Program in TESOL & Literacy Incorporating:

- Graduate Certificate in TESOL: F, Y, Y
- Graduate Certificate in Literacy: F, Y, Y
- Graduate Diploma in TESOL: F, Y, Y
- Graduate Diploma in TESOL and Literacy: F, Y, Y
- Master of TESOL: F, Y, Y
- Master of TESOL and Literacy: F, Y, Y

Graduate Program in Tertiary Education Incorporating:

- Graduate Certificate in Tertiary Education: F, n/a, Y
- Graduate Diploma in Tertiary Education: F, Y, Y

Graduate Program in Experiential Learning and Development Incorporating:

- Graduate Certificate in Experiential Learning and Development: F, Y, Y
- Graduate Diploma in Experiential Learning and Development: F, Y, Y
- Master of Education: F, Y, Y
- Master of Education (by Research): F, Y, Y
- Doctor of Education: F, T, Y, Y

200
Graduate Certificate in Teaching Studies of Asia

Course Code: HTSA

Course Objectives
The course aims to provide teachers in Victorian government and non-government primary and secondary schools with opportunities to develop their knowledge of Asia in a context that relates to current curriculum policy and guidelines, and to classroom practice.

Admission Requirements
To qualify for admission to the course an applicant must have:
(mm) a Bachelor of Education; or
(nn) an undergraduate degree, plus a Diploma of Education; or
(oo) an undergraduate degree and undertaken professional work experience in education and training, as approved by the School of Education.

Course Duration
The course is offered over one semester full-time or part-time equivalent.

Course Structure

<table>
<thead>
<tr>
<th>Semester</th>
<th>Points</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>AAA5030</td>
<td>15</td>
<td>18</td>
</tr>
<tr>
<td>AAA5031</td>
<td>15</td>
<td>18</td>
</tr>
<tr>
<td>HEG1303</td>
<td>15</td>
<td>18</td>
</tr>
<tr>
<td>HEG1310</td>
<td>15</td>
<td>18</td>
</tr>
<tr>
<td>Course Total:</td>
<td>60</td>
<td>72</td>
</tr>
</tbody>
</table>

Graduate Diploma in Secondary Education

Course Code: HGES

Course Objectives
This course prepares suitably qualified applicants for careers in post-primary teaching in the areas of mathematics, science, computing, physical education, humanities, English as a Second Language and languages other than English.

Admission Requirements
To qualify for admission to the course applicants must have:
(pp) a Bachelor of Education; or
(ppq) an undergraduate degree plus a Diploma of Education (Secondary); or
(rr) an undergraduate degree, and undertaken professional work experience in education, as approved by the School of Education.

Course Duration
The course is offered over one year on a full-time basis or part-time equivalent.

Course Structure

<table>
<thead>
<tr>
<th>Semester</th>
<th>Credit</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>One</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Two</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Core subjects</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HEG1615</td>
<td>The Broad Context of Teaching</td>
<td>5</td>
</tr>
<tr>
<td>HEG1602</td>
<td>Education Systems and Issues</td>
<td>5</td>
</tr>
<tr>
<td>HEG1603</td>
<td>Theory Skills and Practice of School and Classroom Organisation</td>
<td>10</td>
</tr>
</tbody>
</table>

Method Subjects
Students will select two (2) subjects from the following, both of which will be studied in semesters one and two.

- HEG1604 General Science Method
- HEG1605 Senior Science Method
- HEG1606 Basic Mathematics Method
- HEG1607 Advanced Mathematics Method
- HEG1608 Physics Method
- HEG1609 Chemistry Method
- HEG1610 Computer Studies Method
- HEG1612 Physical Education Method
- HEG1613 Teaching English as a Second Language
- HEG1614 Languages Other Than English

Applied Curriculum
- HEG1611 Applied Curriculum
- HEG1600 Teaching Practice

Course Total: 120 Hours

Graduate Program in Education for Professional Development

Incorporating -

Graduate Certificate in Education for Professional Development

Course Code: HTPD

Graduate Diploma in Education for Professional Development

Course Code: HGPD

Program Objectives
The course aims to provide participants with:
- new ideas, interests and enthusiasm for change in teaching;
- skills sufficient to provide leadership in the design and conduct of professional development programs for their peers.

Admission Requirements
To qualify for admission to the program applicants must have:
(pp) a Bachelor of Education; or
(ppq) an undergraduate degree plus a Diploma of Education (Secondary); or
(rr) an undergraduate degree, and undertaken professional work experience in education, as approved by the School of Education.

Applicants with equivalent or additional qualifications will also be considered.

Students who successfully complete the Graduate Certificate in Education for Professional Development will be eligible to enrol in the Graduate Diploma in Education for Professional Development.
Development. Upon successful completion of the Graduate Diploma in Education for Professional Development, participants will be eligible to enrol in the Master of Education – Education and Training.

Program Duration
The course is offered over two years on a part-time basis.

Program Structure

Graduate Certificate
The Graduate Certificate comprises four of the elective subjects listed below.

| Credit Hours | 60 | 72 |

Total Course: 60 72

Graduate Diploma
The Graduate Diploma comprises the Graduate Certificate plus three subjects taken from the list below or from other Graduate courses offered by the School of Education, which have a 20 credit point weighting.

| Credit Hours | 120 | 144 |

Total Course: 120 144

Cumulative Program Total: 180 216

Electives
- HEG1301 Science and Technology 15 18
- HEG1302 Vocational Education and Training 15 18
- HEG1303 Recent Developments in Curriculum 15 18
- HEG1304 Literacy in the Classroom 15 18
- HEG1305 Outdoor Education 15 18
- HEG1306 Mathematics in the Classroom 15 18
- HEG1307 Learning Technologies 15 18
- HEG1308 Middle Years of Schooling 15 18
- HEG1309 Gender and Education 15 18
- HEG1310 Portfolio Development 15 18
- HEG1311 Philosophical Inquiry in Education 15 18
- HEG1312 Full-Service Schools 15 18
- HEG1313 School Change 15 18
- HEG1314 Reflective Mentoring 15 18

Program Regulations
The following should be read in conjunction with the Faculty Regulations detailed earlier in this Handbook, and the University Statutes and Regulations.

Academic Progression
Normally students will be required to complete the course within four calendar years.

Graduate Program in Education and Training
Incorporating -

Graduate Certificate in Education and Training
Course Code: HTET

Graduate Diploma in Education and Training
Course Code: HGET

Master of Education - Education and Training
(by Coursework)
Course Code: HMET

Program Objectives
The aim of the program is to provide students with:
- a range of opportunities which will promote professional growth and expertise;
- flexible learning paths and opportunities to achieve personally relevant goals;
- recognition for relevant prior learning;
- attainable goals reflecting the starting point and personal learning objectives of students;
- an understanding of the contemporary context of education and training in Australia;
- theoretical perspectives which may assist in clarifying and critiquing trends in practice;
- skill development in techniques for accessing, collecting, analysing and interpreting information relevant to contemporary practice in Education and training;
- opportunities to share their workplace experiences with peers to illuminate trends and issues in practice;
- opportunities to work with, and learn from, other professionals; and
- opportunities to plan, implement and report small scale studies in their workplace.

Admission Requirements

Graduate Certificate
To qualify for admission to the course applicants must normally have:
(ss) a Diploma, or equivalent, together with extensive, successful and relevant professional experience in education and/or training, as approved by the School; or
(tt) an undergraduate degree of three or more years duration, or equivalent, as approved by the School.

Graduate Diploma
To qualify for admission to the course applicants must normally have:
(uu) an undergraduate degree of three or more years duration, with an academic performance at an average of credit (C) or above, or an equivalent qualification, as approved by the School; or
(vv) satisfactorily completed the Graduate Certificate in Education and Training offered by the School of Education; or equivalent.

Master of Education
To qualify for admission to the course applicants must normally have:
(ww) completed the Graduate Diploma in Education and Training offered by the School with an academic performance at an average of lower second class honours (H2B) or above; or
(xx) an equivalent qualification approved by the School; and
(yy) satisfied such other requirements as are perceived appropriate by the School.

Program Duration
This program is offered over three semesters on a full-time basis or part-time equivalent. Each award comprises one-semester of full-time study or part-time equivalent.
Program Structure

Graduate Certificate
In order to be awarded the Graduate Certificate in Education and Training a student must successfully complete any three approved subjects.

<table>
<thead>
<tr>
<th>Credit Points</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Course Total</td>
<td>60 117</td>
</tr>
</tbody>
</table>

Graduate Diploma
The Graduate Diploma in Education and Training comprises the Graduate Certificate in Education and Training plus three approved subjects. The subjects undertaken must include two core subjects and Level 2 of one Applied Study from the list below.

<table>
<thead>
<tr>
<th>Credit Points</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Course total</td>
<td>60 117</td>
</tr>
<tr>
<td>Cumulative Program Total</td>
<td>120 234</td>
</tr>
</tbody>
</table>

Master of Education
The Master of Education comprises the Graduate Diploma in Education and Training plus one of the following pathways:

Pathway 1
HER0001 Introduction to Research Design and Methods 20 3

Pathway 2
HER0001 Introduction to Research Design and Methods 20 3

plus either
HEM1659 Minor Thesis (full-time) 40 6
or HEM1660 Minor Thesis (part-time) 40 6

plus
2 approved subjects offered by the School of Education.

40 6

Course Total: 60 117
Cumulative Program Total: 180 351

Subject Offerings
Core Subjects
HEG1501 Curriculum 20 3
HEG1502 Evaluation 20 3
HEG1503 Teaching, Learning and Assessment 20 3
HEG1504 Innovation 20 3

Applied Studies
HEG1532 Training Design and Practice 1 20 3
HEG1533 Training Design and Practice 2 20 3
HEG1534 Welfare Support Management 1 20 3
HEG1535 Welfare Support Management 2 20 3
HEG1536 Professional Consultancy 1 20 3
HEG1537 Professional Consultancy 2 20 3
HEG1538 Assessment 1 20 3
HEG1539 Assessment 2 20 3
HEG1540 Mathematics in Education and Training 1 20 3
HEG1541 Mathematics in Education and Training 2 20 3
HEG2405 Interactive Multimedia 1 20 3
HEG2406 Interactive Multimedia 2 20 3
HEG2407 Advanced Multimedia 1 20 3
HEG2408 Advanced Multimedia 2 20 3
HEG2413 Internet Applications 1 20 3
HEG2414 Internet Applications 2 20 3
HEG2415 Workplace Learning 1 20 3
HEG2416 Workplace Learning 2 20 3

Credit and Recognition of Prior Learning
Exemption from the Level One subjects of each Applied Study is available to persons with relevant experience on formal application. Further information is available from the School of Education. The maximum RPL exemption available within the Program is two Level 1 Applied Studies subjects.

Credit Transfer may be available for Certificate IV in Workplace Assessment and Training in respect to Training Design and Practice 1, and Assessment 1.

Graduate Program in Teaching English to Speakers of Other Languages (TESOL) & Literacy
Incorporating -

Graduate Certificate in Teaching English to Speakers of Other Languages (TESOL)
Course Code: HTTL

Graduate Diploma in TESOL
Course Code: HGTT

Graduate Diploma in TESOL and Literacy
Course Code: HGTL

Master of TESOL
Course Code: HMTT

Master of TESOL and Literacy
Course Code: HMTL

Program Objectives
The program aims to provide:
• a comprehensive overview of issues in Teaching English to Speakers of Other Languages (TESOL) and Literacy, with specific focus on current TESOL and Literacy teaching; and
• skills sufficient to function as competent TESOL/Literacy program designers and teachers in a range of educational training contexts.

Admission Requirements
Graduate Certificates & Graduate Diplomas
To qualify for admission to the Graduate Certificates and Graduate Diplomas applicants must either be a qualified teacher with a recognised degree or hold a diploma of at least three years duration with at least one year of teaching experience post degree/diploma, or an approved equivalent.
To qualify for admission to the Master of TESOL, applicants must have successfully completed the Graduate Diploma in TESOL at a minimum average of second class honours (H2), or equivalent.

Master of TESOL & Literacy
To qualify for admission to the Master of TESOL and Literacy, applicants must have successfully completed the Graduate Diploma in TESOL and Literacy at a minimum average of second class honours (H2), or equivalent.

Program Duration
Each Graduate Certificate is offered over one semester on a full-time basis or part-time equivalent. Each Graduate Diploma is offered over two semesters on a full-time basis or part-time equivalent. Each Master degree is offered over three semesters on a full-time basis or part-time equivalent.

Program Structure

<table>
<thead>
<tr>
<th>Program</th>
<th>Credit Points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>Graduate Certificate in TESOL</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ACA5001 Foundations of Language</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>HEG2200 TESOL Methodology</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>HEG2211 Techniques in TESOL</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>Course Total</td>
<td>60</td>
<td>117</td>
</tr>
<tr>
<td>Graduate Certificate in Literacy</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ACA5001 Foundations of Language</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>HEG2204 Literacy Methodology</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>HEG2205 Advanced Literacy Methodology</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>Course Total</td>
<td>60</td>
<td>117</td>
</tr>
<tr>
<td>Graduate Diploma in TESOL</td>
<td></td>
<td></td>
</tr>
<tr>
<td>The Graduate Diploma in TESOL comprises the Graduate Certificate in TESOL, plus three approved subjects offered by the School of Education.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Course Total</td>
<td>60</td>
<td>117</td>
</tr>
<tr>
<td>Cumulative Program Total</td>
<td>120</td>
<td>234</td>
</tr>
<tr>
<td>Graduate Diploma in TESOL and Literacy</td>
<td></td>
<td></td>
</tr>
<tr>
<td>The Graduate Diploma in TESOL and Literacy comprises the Graduate Certificate in TESOL and Literacy plus two core subjects and one other subject selected from the applied studies or electives offered by the School of Education*.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HEG2205 Advanced Literacy Methodology</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>HEG2211 Techniques in TESOL</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>Elective or Applied Sudy*</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>Course Total</td>
<td>60</td>
<td>117</td>
</tr>
<tr>
<td>Cumulative Program Total</td>
<td>120</td>
<td>234</td>
</tr>
</tbody>
</table>

Applied Studies Subjects
- HEG2202 Professional Practice – TESOL 20
- HEG2210 Professional Practice – Literacy 20
  # 22 days over 1 semester.
*Local students seeking accreditation with employing bodies such as the Department of Education, Employment and Training must complete HEG2202 Professional Practice – TESOL.

Master of TESOL
Master of TESOL and Literacy
Each Master degree comprises its corresponding Graduate Diploma plus one of the following pathways:

<table>
<thead>
<tr>
<th>Pathway 1</th>
<th>Credit Points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HER0001 Introduction to Research Design and Methods*</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>HEM1659 Minor Thesis (full-time) or</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Graduate Program in Tertiary Education
Incorporating -
Graduate Certificate in Tertiary Education
Course Code: HTHE

Graduate Diploma in Tertiary Education
Course Code: HGHE

Program Objectives
Within an ongoing cycle of collaborative action research, the program aims to:
- introduce participants to the latest in research and theoretical perspectives on the processes of teaching and learning in tertiary institutions;
- introduce participants to a range of exemplary practices of effective teaching in tertiary education within boundaries set by a subject’s description;
- influence in a positive way the teaching and learning processes in the participants’ classes within their teaching Schools; and
- project an image of the university as a student centred learning organisation committed to open access and to the continuous improvement of its core work.

Admission Requirements
To qualify for admission to the course applicants must normally hold an undergraduate degree or a degree at a higher level in any discipline obtained either in Australia or overseas.

Although it is desirable for the applicant to be currently employed, or to be on leave from employment in a tertiary institution, these are not essential criteria and any person with aspirations of a career in tertiary education is welcome to apply provided that they meet the above requirements.

Program Duration
The Program is offered over three semesters. The Graduate Certificate is offered over two semesters on a part-time basis. The Graduate Diploma comprises the third and final semester and is offered on a full-time basis or part-time equivalent.

Program Structure

<table>
<thead>
<tr>
<th>Program</th>
<th>Credit Points</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Graduate Certificate</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HEG1701 Teaching and Learning in Tertiary Education</td>
<td>60</td>
<td>117</td>
</tr>
</tbody>
</table>
Graduate Diploma

The Graduate Diploma comprises the Graduate Certificate in Tertiary Education plus three subjects taken from the list below or from other Graduate courses offered by the University, approved by the Course Coordinator.

Elective Subjects

- AXH5001 The University in History: 20 3
- HEG1501 Curriculum: 20 3
- HEG1502 Evaluation: 20 3
- HEG1503 Teaching, Learning & Assessment: 20 3
- HEG1504 Innovation: 20 3
- HEG1702 Online Learning in Tertiary Education: 20 3
- HEG1703 Supervising Student Research: 20 3

Graduate Program in Experiential Learning and Development

Incorporating -

Graduate Certificate in Experiential Learning and Development

Course Code: HTEL

Graduate Diploma in Experiential Learning and Development

Course Code: HGEL

Master of Education - Experiential Learning and Development

Course Code: HMEL

Program Objectives

This program aims to provide professionals with the knowledge and skills to:

- provide a professional framework around experiential learning and development as the fundamental and critical pedagogy underpinning the tools used in working with specific target groups;
- assist the participants of experiential learning programs to make positive changes in their lives;
- enhance the well-being of individuals, society and the environment;
- develop experiential learning sites and programs within a holistic approach and provide services to individuals and their communities;
- have an important role within high risk communities that must be ethically and professionally managed.

Admission Requirements

To qualify for admission to the program an applicant must normally have:

(zz) successfully completed an undergraduate degree; or

(aa) a minimum of 3 years professional work experience in education and/or youth work, as approved by the Head of School.

Program Duration

The course is offered over three semesters on a full-time basis or part-time equivalent. Each award comprises one semester of full-time study or part-time equivalent.

Program Structure

The program has multiple entry and exit points. Upon completion of the first semester of study students may exit with the Graduate Certificate in Experiential Learning and Development. Upon completion of the second semester of study students may exit with the Graduate Diploma in Experiential Learning and Development. The third and final semester of study completes the articulated sequence leading to the Master of Education - Experiential Learning and Development.

In semester one, students must choose one of four specialist streams.
Electives
Students may choose electives from any higher education course offered by the University, approved by the Course Coordinator.

Master of Arts
(by Research)
Course Code: HRAE

Master of Education
(by Research)
Course Code: HRED

The School of Education offers a Master of Education degree by major research thesis. This is an alternative to the Master of Education and Training which is done by a combination of coursework and minor thesis. Students are invited to contact the School to discuss the selection of a major research topic and to explore ways in which preparation for the major thesis by research can be arranged.

Staff in the School have research interests in the following areas:
• curriculum and evaluation in education and training;
• effect of family and school relationship on learning;
• integration of differently-abled children in schools;
• language and literacy;
• school-based curriculum development;
• assessment;
• teaching and learning;
• professional development in education and training including recruitment, selection and appraisal;
• student learning in higher education;
• computer-enhanced learning;
• mathematics education;
• science education;
• learning in the workplace;
• staff development;
• adult learning;
• recognition of prior learning;
• education and training in developing countries; and
• institutional strengthening.

Students who have areas of interest in education other than those mentioned above are nevertheless encouraged to discuss enrolment possibilities with the School, which can facilitate co-supervisory links with other schools or institutions.

Students, once accepted by the School for admission to the Master of Education by Research, will work with their supervisor to produce an application for candidature based upon a specific research topic.

Upon acceptance of candidature by the University, the degree is normally completed with a minimum of twenty-four months of full-time study. Part-time study is also available, and can be carried out in conjunction with projects appropriate to the candidate's workplace.

Admission Requirements
To qualify for admission to the course applicants must have a university degree completed at a meritorious level; and satisfied the School that they have aptitude for an extended research project. The latter requirement can be met either by extensive experience in the field of education and training, or by completion of an approved introductory research methodology activity.

Degree Requirements
The research thesis must be original work conducted under the supervision of the student advisor/s and with the approval of the Postgraduate Studies Committee of the University.

The thesis of the candidate will be examined externally by examiners of high academic standing in the area of the candidate's thesis topic.

Doctor of Education
Course Code: HZED

Course Objectives
The course aims to provide experienced professionals with opportunities to:
• extend their understandings about research and theory, as it relates to practice, to expert levels of scholarship; and
• enhance their performance in roles in education and training to standards expected of leaders in the field.

Course Duration
The course is offered over three years full-time or six years part-time.

Admission Requirements
To qualify for admission to the course applicants must normally have successfully completed:
(bbb) a Bachelor of Education with honours of first (H1) or upper second class (H2A); or
(ccc) a Master of Education by coursework degree where the thesis has been completed to a level of second class honours (H2) or higher, or equivalent; or
(ddd) an acceptable alternative Masters qualification; and
(eee) a minimum of three years' professional experience.

All applicants will be required to attend an interview.

Course Structure
All coursework is completed in the first year of the program via a thirteen week trimester system. The course will be delivered primarily as a set of small group lecture/seminar sessions. Intensive workshop sessions and distance learning methods may also be employed.

<table>
<thead>
<tr>
<th>Year 1</th>
<th>Credit Points</th>
<th>Hours/Week</th>
</tr>
</thead>
<tbody>
<tr>
<td>Semester One</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HER8510</td>
<td>Policy Context of Professional Practice</td>
<td>20</td>
</tr>
<tr>
<td>HER8511</td>
<td>Education, Training and the Economy</td>
<td>20</td>
</tr>
<tr>
<td>Semester Two</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HER8512</td>
<td>Advanced Studies in Education and Training</td>
<td>20</td>
</tr>
<tr>
<td>HER8513</td>
<td>Investigating Professional Practice 1</td>
<td>20</td>
</tr>
<tr>
<td>Semester three</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HER8514</td>
<td>The Practice of Professional Development</td>
<td>20</td>
</tr>
<tr>
<td>HER8515</td>
<td>Investigating Professional Practice 2</td>
<td>20</td>
</tr>
<tr>
<td>Total Year One:</td>
<td>120</td>
<td>234</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Year 2</th>
<th>Credit Points</th>
<th>Hours/Week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HER8507</td>
<td>Research Thesis (2 semesters x 208 hours per semester)</td>
<td>120</td>
</tr>
</tbody>
</table>
Course Regulations

The following should be read in conjunction with the Faculty Regulations detailed earlier in this Handbook, and the University Statutes and Regulations.

Academic Progression

Full-time students will be required to complete the course within four calendar years; part-time students will be required to complete within eight calendar years; and

Unsatisfactory Progress

The following regulations will apply:

(a) a student must successfully complete a minimum of six subjects in the first year;
(b) failure to satisfactorily complete HER8507 Research Thesis precludes the candidate from continuing;

Doctor of Philosophy

Course Code: HPED

The School of Education offers PhD research supervision in the following areas:

• curriculum and evaluation in education and training;
• multimedia and computer-enhanced learning;
• ethnography and sociology of schooling;
• family, school and work;
• teaching and learning;
• selection and student performance in Higher Education;
• assessment;
• workplace learning and
• comparative and international education.

Students who have areas of interest in education other than those listed above are nevertheless encouraged to discuss enrolment possibilities with the School, which can facilitate co-supervisory links with other schools or institutions.

Admission Requirements

To qualify for admission to the course applicants must have:

(a) a Master of Education degree by research; or
(b) a Master of Education by coursework with a Minor Thesis completed to a high standard; or
(c) an equivalent qualification with demonstrated achievement in research.

Students with a Master degree but without recent and relevant research background will be required to undertake and complete an appropriate research methods subject at a high standard in the first semester of study.

Course Duration

The degree is normally completed in a minimum of 36 months (3 years) of full-time study or part-time equivalent.

Degree Requirements

The research thesis must be original work conducted under the supervision of the student advisor/s and with the approval of the Postgraduate Studies Committee of the University.

The thesis of the candidate will be examined externally by examiners of high academic standing in the area of the candidate's thesis topic.
School of Health Sciences

The School of Health Sciences provides educational opportunities for graduates and other suitably qualified health professionals. The School of Health Sciences has excellent facilities and experienced staff and has developed considerable research expertise. The School of Health Sciences has been particularly proactive in developing cross-discipline research with other Faculty Schools and in establishing projects specific to the needs of its local community. Three major disciplines are represented in the School of Health Sciences; these are Osteopathic Medicine, Paramedic Sciences, and Chinese Medicine.

Course Offerings

In 2002 the School of Health Sciences will offer the following postgraduate programs:

<table>
<thead>
<tr>
<th>Course Offerings</th>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Graduate Diploma in Clinical Chinese Medicine</td>
<td>C,S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Graduate Diploma in Complementary Therapies</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Graduate Diploma in Prepared Chinese Medicine</td>
<td>C,S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Graduate Diploma in Western Herbal Medicine</td>
<td>C</td>
<td>n/a</td>
<td>Y</td>
</tr>
<tr>
<td>Graduate Program in Paramedicine and Pre Hospital Care</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>- Graduate Certificate in Aeromedical Care</td>
<td>I</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Graduate Certificate in Aeromedical Rescue &amp; Retrieval</td>
<td>I</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Graduate Certificate in Emergency Services Education</td>
<td>I</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Graduate Certificate in Emergency Services Management</td>
<td>I</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Graduate Certificate in Hyperbaric Medicine</td>
<td>I</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Graduate Certificate in Intensive Care Paramedic</td>
<td>I</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Graduate Certificate in Paediatric Emergencies</td>
<td>I</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Graduate Certificate in Paramedic Practitioner</td>
<td>I</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Graduate Certificate in Pre-Hospital Care</td>
<td>I</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Graduate Diploma in Paramedics</td>
<td>I</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Graduate Diploma in Pre-Hospital Care</td>
<td>I</td>
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<tr>
<td>Master of Health Science</td>
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<td>- Osteopathy</td>
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<td>- Osteopathy (for medical practitioners)</td>
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<tr>
<td>- (by Coursework)</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- (by Research)</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Doctor of Philosophy</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
</tbody>
</table>

*Campus C=City Flinders Lane  I=Internet S=St Albans

Graduate Diploma in Clinical Chinese Medicine

Course Code: HGCGM

Course Objectives

The aims of the course are to:

- provide an opportunity for students to revise and consolidate their clinical knowledge in Chinese Medicine;
- develop and extend students’ existing clinical experience;
- further students’ knowledge of research design and methodology; and
- further students’ knowledge of and skills in health counselling.

Admission Requirements

To qualify for admission to the course applicants must have successfully completed a three year Diploma in either Acupuncture or Chinese Herbal Medicine (including the relevant biomedical sciences) from a formal Chinese Medicine program; or equivalent.

Course Duration

The course is offered over one year on a full-time or part-time equivalent.

Course Structure

Students will complete 5 core subjects and will choose either Acupuncture or Chinese Herbal Medicine as their specialisation.

<table>
<thead>
<tr>
<th>Semester One</th>
<th>Credit points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HHK5001 Introduction to Research Design and Methods</td>
<td>18</td>
<td>3</td>
</tr>
<tr>
<td>HHT5001 Advanced Chinese Medicine Clinical Practice 1</td>
<td>14</td>
<td>8</td>
</tr>
</tbody>
</table>

plus one of the following streams

**Chinese Herbal Medicine Stream**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HHJ5001 Clinical Internal Medicine</td>
<td>18</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>SFB5115 Clinical Pharmacology &amp; Pathology for Chinese Herbal Medicine</td>
<td>10</td>
<td>4</td>
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</tr>
</tbody>
</table>

**Acupuncture Stream**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HHK5002 Sports &amp; Musculo-Skeletal Medicine for Acupuncturists</td>
<td>18</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>SBM5125 Human Bioscience for Acupuncturists</td>
<td>10</td>
<td>4</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Semester Two</th>
<th>Credit points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HHT5002 Research Project</td>
<td>18</td>
<td>5</td>
</tr>
<tr>
<td>HHT5003 Counselling Skills for Chinese Medicine Practice</td>
<td>12</td>
<td>4</td>
</tr>
<tr>
<td>HHT5004 Advanced Chinese Medicine Clinical Practice 2</td>
<td>12</td>
<td>8</td>
</tr>
</tbody>
</table>

plus one of the following streams

**Chinese Herbal Medicine Stream**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HHJ5002 Clinical Chinese Medical Gynaecology and Dermatology</td>
<td>18</td>
<td>4</td>
<td></td>
</tr>
</tbody>
</table>

**Acupuncture Stream**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HHK5002 Gynaecology &amp; Obstetrics for Acupuncturists</td>
<td>18</td>
<td>4</td>
<td></td>
</tr>
</tbody>
</table>

Course Total: 120 520

Graduate Diploma in Complementary Therapies

Course Code: HGCT

Course Objectives

The aims of the course are to:

- explore a range of conceptual and practical approaches to health and healing;
- develop innovative approaches to assisting individuals and groups in the healing process;
• develop skills in planning, implementing and evaluating healing therapies;
• develop competence in a range of healing therapies; and
• critically appraise a range of healing therapies.

Admission Requirements
To qualify for admission to the course applicants must hold an undergraduate degree, or equivalent qualification, in health, social sciences or education.

Applicants who, in pursuit of their occupation, or by other means recognised and approved by the School, can demonstrate their ability to undertake successful study at a postgraduate level may also apply for entry to the course.

Course Duration
The course is offered over two years on a part-time basis. Full-time study may be available depending on demand.

Course Structure

<table>
<thead>
<tr>
<th>Credit</th>
<th>Hour/ week</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year One</td>
<td></td>
</tr>
<tr>
<td>Semester One</td>
<td></td>
</tr>
<tr>
<td>HHG5115 Philosophical Concepts of Healing</td>
<td>15</td>
</tr>
<tr>
<td>HHR5125 Theoretical Foundations of Healing</td>
<td>15</td>
</tr>
<tr>
<td>Semester Two</td>
<td></td>
</tr>
<tr>
<td>HHR5135 Healing I: Colour, Sound and Movement</td>
<td>15</td>
</tr>
<tr>
<td>HHR5145 Theoretical Foundations of Healing II</td>
<td>15</td>
</tr>
<tr>
<td>Total Year One:</td>
<td>60</td>
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<tr>
<td>Year Two</td>
<td></td>
</tr>
<tr>
<td>Semester One</td>
<td></td>
</tr>
<tr>
<td>HHG5145 Healing 2: Tactile Therapies</td>
<td>15</td>
</tr>
<tr>
<td>HHR001 Introduction to Research Design and Methods</td>
<td>15</td>
</tr>
<tr>
<td>Semester Two</td>
<td></td>
</tr>
<tr>
<td>HHR5155 Healing 3: Approaches to Healing Skills</td>
<td>15</td>
</tr>
<tr>
<td>HHR5265 Research Project</td>
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</tr>
<tr>
<td>Total Year Two:</td>
<td>60</td>
</tr>
<tr>
<td>Course Total:</td>
<td>120</td>
</tr>
</tbody>
</table>

Graduate Diploma in Western Herbal Medicine

Course Code: HGWM

Course Objectives
The course aims to:
• provide an opportunity for students to establish and develop knowledge and skills in Western Herbal Medicine;
• make available to existing health care practitioners a safe and effective therapeutic discipline;
• develop students' knowledge of research design and methodology as it pertains to Western Herbal Medicine; and
• provide an opportunity to integrate the traditional knowledge base of Western Herbal Medicine with current information emerging from recent investigations of the pharmacology and clinical efficacy of medicinal plants.

Admission Requirements
To qualify for admission to the course applicants must hold a degree or equivalent qualification in a health care discipline, deemed appropriate by the School of Health Sciences.

Applicants may be required to attend an interview.

Course Duration
The course is available over two years on a part-time basis.

Course Structure

<table>
<thead>
<tr>
<th>Credit</th>
<th>Hour/ week</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year One</td>
<td></td>
</tr>
<tr>
<td>Semester One</td>
<td></td>
</tr>
<tr>
<td>HHR5105 Introduction to Chinese Herbal Medicine</td>
<td>15</td>
</tr>
<tr>
<td>HHR5115 Clinical Pharmacology for Herbal Medicine</td>
<td>15</td>
</tr>
<tr>
<td>HHR5125 Formulas and Strategies (PCM)</td>
<td>15</td>
</tr>
<tr>
<td>HHR5135 Formulas and Strategies (PCM)</td>
<td>15</td>
</tr>
<tr>
<td>Semester Two</td>
<td></td>
</tr>
<tr>
<td>HHR5225 Formulas and Strategies (PCM)</td>
<td>15</td>
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<tr>
<td>HHR5235 Clinical Specialties (PCM)</td>
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<tr>
<td>HHR5245 PCM Clinical Practicum</td>
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<tr>
<td>Course Total:</td>
<td>120</td>
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</tbody>
</table>

Graduate Diploma in Prepared Chinese Medicines

Course Code: HGPC

Course Objectives
The course aims to:
• provide an opportunity for qualified Acupuncturists to establish and develop knowledge and skills in Chinese Herbal Medicine (CHM); and
• make available to qualified Acupuncturists a safe and effective adjunctive therapy to their practice of Acupuncture.

Admission Requirements
To qualify for admission to the course applicants must hold a degree, or equivalent qualification, in Traditional Chinese Acupuncture, deemed appropriate by the School of Health Sciences.

Some applicants may be required to undertake a bridging course in academic skills.

Course Duration
The course is offered over one year on a full-time basis or part-time equivalent.

Course Structure

<table>
<thead>
<tr>
<th>Credit</th>
<th>Hour/ week</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year One</td>
<td></td>
</tr>
<tr>
<td>Semester One</td>
<td></td>
</tr>
<tr>
<td>HHR5105 Materia Medica 1</td>
<td>9</td>
</tr>
<tr>
<td>HHR5115 Philosophical Concepts of Healing</td>
<td>15</td>
</tr>
<tr>
<td>HHR5155 Clinical Practicum (WHM) (part-time)</td>
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</tr>
<tr>
<td>Semester Two</td>
<td></td>
</tr>
<tr>
<td>HHR5115 Materia Medica 2</td>
<td>9</td>
</tr>
<tr>
<td>HHR5125 Herbal Therapeutics</td>
<td>9</td>
</tr>
<tr>
<td>HHR5155 Clinical Practicum</td>
<td>9</td>
</tr>
</tbody>
</table>
Professional Recognition

It is anticipated that this course will be acceptable to most, if not all, of the Western Herbal Medicine and Natural Therapy associations for the purpose of professional membership/accreditation.

Graduate Program in Paramedicine and Pre-Hospital Care

Program Objectives
The Graduate Program in Paramedicine and Pre-Hospital Care aims to;

• build on the paramedic’s current education and previous clinical experience thus providing expanded knowledge, competence and excellence in managing critical and/or specialist pre-hospital medical emergencies;
• prepare the paramedic for acute decision-making in assessment in conjunction with the application and utilisation of appropriate specialist transport, treatment or procedures. Medical protocols and guidelines including drug therapies and invasive medical procedures will form the cornerstone of any advanced life support procedures;
• review and practice medical protocols and guidelines currently employed by various state ambulance services and those formulated by National and International medical authorities. An overview of these various protocols and guidelines will allow paramedics to adapt their knowledge and skills to the varying state and international ambulance practices. There will be an opportunity for students to study and formally qualify for various international medical protocol modules with the possibility of future international registration as a paramedic;
• identify and manage the physical and psychosocial needs of the patient undergoing specialist or advanced life support treatment and/or transport;
• review specialist medical equipment and treatment regimes and their implications for pre-hospital patient treatment and/or transport;
• provide the paramedic with skills, techniques and knowledge for the safe, efficient and effective operation of advanced and specialist equipment;
• prepare the paramedic to function effectively and safely in isolation, or as the sole specialist within a team;
• provide the paramedic with educational, management and clinical opportunities specific to advanced specialist pre-hospital medical care and/or transport, thereby facilitating individual and professional development and progress.

Admission Requirements
To be eligible for admission to the Graduate Program in Paramedics and Pre-Hospital Care, an applicant shall normally:

hold an undergraduate degree in Paramedics, or equivalent. Health professionals who can demonstrate a capacity to undertake paramedic studies, satisfactory to the School of Health Sciences, will be considered for admission to the Graduate Certificate courses in Aeromedical Rescue & Retrieval, Aeromedical Care, Hyperbaric Medicine, Paediatric Emergencies, Emergency Service Education, Emergency Service Management and/or Pre-hospital Care.

Further to the above requirements, applicants for the Graduate Certificate in Aeromedical Rescue and Retrieval and the Graduate Certificate in Aeromedical Care courses are required to pass a physical fitness test. Applicants for the Graduate Certificate in Hyperbaric Medicine course are required to pass a Diver Medical Examination conducted by a registered Hyperbaric Physician.

Applicants who do not fulfil the above requirements, except those relating to physical fitness or medical examination, may be admitted upon the submission of evidence that demonstrates appropriate professional and/or vocational experience.

Applicants may be required to attend an interview with the course coordinator.

Graduate Certificate in Aeromedical Care

Course Code: HTAV

Course Duration
The course is offered over one semester on a full-time basis or part-time equivalent.

Course Structure

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit Points</th>
<th>Hours/Week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HHP5820 Clinical Studies in Aviation Medicine</td>
<td>20</td>
<td>4</td>
</tr>
<tr>
<td>HHP5841 Aeromedical Flight Safety</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>HHP5881 Aviation Medicine Clinical Practice</td>
<td>30</td>
<td>3</td>
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<tr>
<td>Total</td>
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<td>130</td>
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</table>

Graduate Certificate in Aeromedical Rescue & Retrieval

Course Code: HTPA

Course Duration
The course is offered over one semester on a full-time basis or part-time equivalent.

Course Structure

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit Points</th>
<th>Hours/Week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HHP5820 Clinical Studies in Aviation Medicine</td>
<td>20</td>
<td>4</td>
</tr>
<tr>
<td>HHP5841 Aeromedical Flight Safety</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>HHP5861 Helicopter Search and Rescue</td>
<td>20</td>
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<tr>
<td>Total</td>
<td>60</td>
<td>130</td>
</tr>
</tbody>
</table>
Graduate Certificate in Emergency Service Education

Course Code: HTPE
(Course availability in 2002 subject to final accreditation)

Course Duration
The course is offered over one semester full-time or part-time equivalent.

Course Structure

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Credit Points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HEG1501</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>HEG1502</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>HEG1503</td>
<td>20</td>
<td>3</td>
</tr>
</tbody>
</table>

Course Total: 60 117

Graduate Certificate in Emergency Service Management

Course Code: HTPG
(Course availability in 2002 subject to final accreditation)

Course Duration
The course is offered over one semester full-time or part-time equivalent.

Course Structure

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Credit Points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>BMO5520</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>BMO5533</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HHP5534</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HHP5535</td>
<td>15</td>
<td>3</td>
</tr>
</tbody>
</table>

Course Total: 60 156

Graduate Certificate in Hyperbaric Medicine

Course Code: HTPM

Course Duration
The course is offered over one semester on a full-time basis or part-time equivalent.

Course Structure

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Credit Points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HHP5921</td>
<td>20</td>
<td>3</td>
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<tr>
<td>HHP5941</td>
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<td>3</td>
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<tr>
<td>HHP5961</td>
<td>20</td>
<td>3</td>
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</tbody>
</table>

Course Total: 60 117

Graduate Certificate in Intensive Care Paramedic

Course Code: HTPI

Course Duration
The course is offered over one semester on a full-time basis or part-time equivalent.

Course Structure

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Credit Points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HHP5620</td>
<td>15</td>
<td>4</td>
</tr>
<tr>
<td>HHP5641</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HHP5661</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HHP5680</td>
<td>15</td>
<td>4</td>
</tr>
</tbody>
</table>

Course Total: 60 182

Graduate Certificate in Paediatric Emergencies

Course Code: HTPK
(Course availability in 2002 subject to final accreditation)

Course Duration
The course is offered over one semester on a full-time basis or part-time equivalent.

Course Structure

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Credit Points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HHP5900</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>HHP5901</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>HHP5902</td>
<td>20</td>
<td>3</td>
</tr>
</tbody>
</table>

Course Total: 60 117

Graduate Certificate in Paramedic Practitioner

Course Code: HTPP

Course Duration
The course is offered over one semester on a full-time basis or part-time equivalent.

Course Structure

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Credit Points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HHP5721</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HHP5740</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HHP5681</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HHP5761</td>
<td>15</td>
<td>3</td>
</tr>
</tbody>
</table>

Course Total: 60 156

Graduate Certificate in Pre-Hospital Care

Course Code: HTPC
Graduate Diploma in Pre-Hospital Care

Course Code: HGPH

Course Durations

Graduate Certificate in Pre-Hospital Care
The course is offered over one semester on a full-time basis or part-time equivalent.

Graduate Diploma in Pre-Hospital Care
The course is offered over one year on a full-time basis or part-time equivalent.

Course Structures

Graduate Certificate in Pre-Hospital Care
The Graduate Certificate in Pre-hospital Care comprises subjects to the total of 60 credit points taken from Elective Groups A, B and C below, in consultation with the Course Co-ordinator.

<table>
<thead>
<tr>
<th>Credit Points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>Course Total:</td>
<td>60 #</td>
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</tbody>
</table>

Graduate Diploma in Pre-Hospital Care
The Graduate Diploma in Pre-Hospital Care comprises subjects to the total of 120 credit points taken from Elective Groups A, B and C below, in consultation with the Course Co-ordinator.

<table>
<thead>
<tr>
<th>Credit Points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>Course Total:</td>
<td>60</td>
</tr>
</tbody>
</table>

Elective Group A: Clinical

- HHP5620 Advanced Cardiac Care 15 4
- HHP5641 Advanced Medical Care 15 3
- HHP5661 Advanced Trauma Care 15 3
- HHP5680 Advanced Paramedical Practice 15 4
- HHP5681 Advanced Paramedical Practice 20 4
- HHP5721 Clinical Diagnostics and Health Care Interventions 15 3
- HHP5740 Occupational Health and Safety 15 3
- HHP5761 Remote Health Practice 15 3
- HHP5820 Clinical Studies in Aviation Medicine 20 4
- HHP5841 Aeromedical Flight Safety 20 3
- HHP5881 Aviation Medicine Clinical Practice 20 3
- HHP5900 Advanced Paediatric Practice 20 3
- HHP5901 Paediatric Medical Life Support 20 3
- HHP5902 Paediatric Prehospital Life Support 20 3
- HHP5921 Clinical Studies in Hyperbaric Medicine 20 3
- HHP5941 Hyperbaric Clinical Practice 1 20 3

Elective Group B: Education and Management

- BMO5520 Organisation Analysis & Behaviour 15 3
- BMO5533 Organisation Consulting and Counselling 15 3
- BMO5534 Human Resource Development & Evaluation 15 3
- BMO6623 Strategic Analysis and Decision Making 15 3
- HEG1501 Curriculum 20 3
- HEG1502 Evaluation 20 3
- HEG1503 Teaching Learning and Assessment 20 3
- HHP5534 Emergency Service Management 15 3
- HHP5535 Emergency Service Quality and Innovation 15 3

Elective Group C
Subjects can be selected from other higher education courses offered, in the first instance, by the Faculty of Human Development or any other Faculty of Victoria University, as approved by the Course Coordinator.

Graduate Diploma in Paramedics

Course Code: HGPP

Course Duration
The course is offered over one year on a full-time basis or part-time equivalent.

Course Structure
The Graduate Diploma in Paramedics comprises four (4) subjects plus subjects to the total of 60 credit points taken from Elective Groups A, B and C below, in consultation with the Course Co-ordinator.

<table>
<thead>
<tr>
<th>Credit Points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>Core Subjects</td>
<td></td>
</tr>
<tr>
<td>HHP5620 Advanced Cardiac Care 15 4</td>
<td></td>
</tr>
<tr>
<td>HHP5641 Advanced Medical Care 15 3</td>
<td></td>
</tr>
<tr>
<td>HHP5661 Advanced Trauma Care 15 3</td>
<td></td>
</tr>
<tr>
<td>HHP5680 Advanced Paramedical Practice 15 4</td>
<td></td>
</tr>
<tr>
<td>HHP5681 Advanced Paramedical Practice 20 4</td>
<td></td>
</tr>
<tr>
<td>HHP5721 Clinical Diagnostics and Health Care Interventions 15 3</td>
<td></td>
</tr>
<tr>
<td>HHP5740 Occupational Health and Safety 15 3</td>
<td></td>
</tr>
<tr>
<td>HHP5761 Remote Health Practice 15 3</td>
<td></td>
</tr>
<tr>
<td>HHP5820 Clinical Studies in Aviation Medicine 20 4</td>
<td></td>
</tr>
<tr>
<td>HHP5841 Aeromedical Flight Safety 20 3</td>
<td></td>
</tr>
<tr>
<td>HHP5881 Aviation Medicine Clinical Practice 20 3</td>
<td></td>
</tr>
<tr>
<td>HHP5900 Advanced Paediatric Practice 20 3</td>
<td></td>
</tr>
<tr>
<td>HHP5901 Paediatric Medical Life Support 20 3</td>
<td></td>
</tr>
<tr>
<td>HHP5902 Paediatric Prehospital Life Support 20 3</td>
<td></td>
</tr>
<tr>
<td>HHP5921 Clinical Studies in Hyperbaric Medicine 20 3</td>
<td></td>
</tr>
<tr>
<td>HHP5941 Hyperbaric Clinical Practice 1 20 3</td>
<td></td>
</tr>
</tbody>
</table>

Elective Group A: Clinical

- HHP5620 Advanced Cardiac Care 15 4
- HHP5641 Advanced Medical Care 15 3
- HHP5661 Advanced Trauma Care 15 3
- HHP5680 Advanced Paramedical Practice 15 4
- HHP5681 Advanced Paramedical Practice 20 4
- HHP5721 Clinical Diagnostics and Health Care Interventions 15 3
- HHP5740 Occupational Health and Safety 15 3
- HHP5761 Remote Health Practice 15 3
- HHP5820 Clinical Studies in Aviation Medicine 20 4
- HHP5841 Aeromedical Flight Safety 20 3
- HHP5881 Aviation Medicine Clinical Practice 20 3
- HHP5900 Advanced Paediatric Practice 20 3
- HHP5901 Paediatric Medical Life Support 20 3
- HHP5902 Paediatric Prehospital Life Support 20 3
- HHP5921 Clinical Studies in Hyperbaric Medicine 20 3
- HHP5941 Hyperbaric Clinical Practice 1 20 3

Elective Group B: Education and Management

- BMO5520 Organisation Analysis & Behaviour 15 3
- BMO5533 Organisation Consulting & Counselling 15 3
- BMO5534 Human Resource Development & Evaluation 15 3
- BMO6623 Strategic Analysis and Decision Making 15 3
- HEG1501 Curriculum 20 3
- HEG1502 Evaluation 20 3
- HEG1503 Teaching Learning and Assessment 20 3
- HHP5534 Emergency Service Management 15 3
- HHP5535 Emergency Service Quality and Innovation 15 3

Elective Group C
Subjects can be selected from other higher education courses offered, in the first instance, by the Faculty of Human Development or any other Faculty of Victoria University, as approved by the Course Coordinator.
Master of Health Science - Osteopathy

Course Code: HMOS

Course Objectives
The course aims to equip graduates with:
• the diagnostic skills required by a primary health care practitioner;
• the ability to assess the health status of the patient, including physical, socio-economic and psychological aspects;
• the ability to formulate and prescribe a suitable and safe treatment program;
• skills in a full range of osteopathic techniques;
• an awareness of the application of osteopathic principles relevant to patient management;
• the ability to interact with other health care providers and advisers for the benefit of the patient, including an awareness of the need to gain informed consent;
• communication skills related to the patient and other persons, to maintain inter professional co-operation and respect;
• an awareness of the cost effectiveness of osteopathic treatment;
• an awareness of the support systems which are available and an ability to take part in a multi-practitioner research program;
• clinical proficiency and an ability to manage all aspects of patient care; and
• an awareness of their professional and personal responsibilities and an ability to effectively organise and manage their working environment.

Admission Requirements
To qualify for admission to the course applicants must have satisfactorily completed the Bachelor of Science – Clinical Sciences, or equivalent.

Course Duration
The course is offered over two years on a full-time basis.

Course Structure
At the commencement of the course students must complete the Level 2 First Aid Certificate update.

Year One

Semester One
HHD5739 Diagnostic Imaging 1 4 19
HHH5779 Clinical Diagnosis and Management 3 10 52
HHL4929 Pharmacology 2 (Osteopathy) 4 26
HHL4939 Research 1 5 45
HHS4589 Osteopathic Science 4 11 65
HHS4039 Psychology and Social Science 2 10 52
HHU4129 Clinical Practicum 4 15 170
HHY4639 Pathology 3 6 39

Semester Two
HHD5739 Diagnostic Imaging 1 4 20
HHH5779 Clinical Diagnosis and Management 3 10 52
HHL4029 Nutrition and Diet 1 4 26
HHL4939 Research 1 5 46
HHS4589 Osteopathic Science 4 11 65
HHU4129 Clinical Practicum 4 15 170
HHY4639 Pathology 3 6 39
Total Year One:  120  886

Year Two

Semester One
HHD5749 Diagnostic Imaging 2 5 26
HHL5049 Nutrition and Diet 2 5 26
HHL5959 Research 2 7 26
HHS5509 Osteopathic Science 5 16 78
HHU5129 Clinical Practicum 5 20 206

Semester Two
HHD5739 Clinical Diagnosis and Management 4 12 65
HHL5959 Research 2 7 26
HHS5509 Osteopathic Science 5 16 78
HHU5129 Clinical Practicum 5 20 206
Total Year Two: 120 802
Course Total: 240 1,688

Clinical Practicum
Clinical practicum is direct student/patient contact supervised by registered osteopaths and medical practitioners. In order to register as an osteopath students must complete the minimum attendance requirements for clinical subjects over the full five years of the combined Bachelor of Science–Clinical Sciences and Master of Health Science–Osteopathy courses. This will be achieved cumulatively by an increasing commitment of time to clinically based learning as students progress through the course and their clinical skills increase. Clinical practicum during the Master degree consists of 340 hours in year one and 412 hours in year two.

As the teaching clinics are required to operate 50 weeks per year, in order to maintain a public service and provide essential continuity of patient care, students will be expected to supplement any deficit in clinical practicum hours outside semester hours. The arrangement of clinical hours will be flexible and may vary from year to year dependent upon resources, patient availability and student development.

During the clinical practicum students will develop and enhance the following skills within the supervised clinical setting: interpersonal and communication skills; history taking; general observation; clinical methods; general medical and osteopathic examination; data analysis and interpretation; pathological diagnosis; radiological diagnosis; special investigations; osteopathic treatment and management; and professional behaviour and ethics.

Professional Recognition
Registration and regulation of osteopaths is a function of State Registration Boards in a similar way to the regulation of other health professions such as medicine and dentistry. Graduates of this course will be eligible to apply to be registered as osteopaths in Victoria. The course also has the support of the Australian College of Physical Medicine

Master of Health Science - Osteopathy
(for Medical Practitioners)

Course Code: HMOM

Course Objectives
The aims of the course are to:
• prepare medical practitioners with the skills and knowledge essential to facilitate the application of osteopathic principles to the formulation and prescription of suitable, and safe osteopathic management of their patients;
• provide an education which contributes to the individual's personal, professional and intellectual growth;
• enable graduates to assess the health status of the patient from a holistic perspective, including physical, socio-economic and psychological factors; and
• enable graduates to apply for registration with the statutory body.

Admission Requirements
To qualify for admission to the course applicants must:
(kkk) be registered as a medical practitioner in Australia;
(lll) have a Graduate Diploma in Physical Medicine or Musculoskeletal Medicine; and
(mmm) have at least four years current experience within the field of manual medicine.

Course Duration
The course is offered over two years on a part-time basis by coursework and delivery in part by compressed attendance in four residential blocks.

Course Structure

<table>
<thead>
<tr>
<th>Year One</th>
<th>Credit Points</th>
<th>Hours/ Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Semester One</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HHC5531 Clinical Practice 1</td>
<td>15</td>
<td>62</td>
</tr>
<tr>
<td>HHO5501 Osteopathic History &amp; Principles 1</td>
<td>10</td>
<td>10</td>
</tr>
<tr>
<td>HHO5511 Osteopathic Technique 1</td>
<td>20</td>
<td>50</td>
</tr>
<tr>
<td>HHO5521 Osteopathic Diagnosis 1</td>
<td>15</td>
<td>15</td>
</tr>
<tr>
<td>Total Year One:</td>
<td>120</td>
<td>274</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Year Two</th>
<th>Credit Points</th>
<th>Hours/ Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Semester One</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HHC5532 Clinical Practice 2</td>
<td>15</td>
<td>88</td>
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<tr>
<td>HHO5502 Osteopathic History and Principles 2</td>
<td>10</td>
<td>10</td>
</tr>
<tr>
<td>HHO5512 Osteopathic Technique 2</td>
<td>25</td>
<td>50</td>
</tr>
<tr>
<td>HHO5522 Osteopathic Diagnosis 2</td>
<td>10</td>
<td>15</td>
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<tr>
<td>Total Year Two:</td>
<td>60</td>
<td>163</td>
</tr>
<tr>
<td>Course Total:</td>
<td>180</td>
<td>437</td>
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</table>

Residential Component
Three residential components will be conducted over the duration of the course.

Clinical Practice
Students will be introduced to the fundamentals of the clinical practice component of the program within the clinical facility at the City Flinders campus. The clinical practice component will then be completed in their own, and other local osteopathic, practices supported by registered osteopathic practitioners operating as supervisors/mentors. Further supervision and assessment will occur via reviews of case book presentations. Case books will require detailed case presentations with extensive discussion of osteopathic management and clinical outcomes referenced to standard osteopathic texts and research literature.

For those students able to attend the City Flinders campus outpatient clinic, direct contact hours in this facility can replace a number of case book presentations and supervisor/mentor contact hours.

During the clinical component of the program students will enhance the following skills within the clinical setting: Osteopathic history taking; Osteopathic examination; Data analysis & interpretation; Formulation of an osteopathic diagnosis; Formulation of an osteopathic management plan; Review of efficacy of management plan; and Interpersonal and communication skills.

Professional Recognition
Registration and regulation of osteopaths is a function of State Registration Boards in a similar way to the regulation of other health professions such as medicine, nursing, and dentistry. This course has been designed to comply with the requirements of the Victorian Registration Board and has the support of the Australian College of Physical Medicine.

Master of Health Science (by Coursework)

Course Code: HMNS

This course will appeal to health practitioners from a variety of disciplines who have a desire to further their studies in their particular area of practice.

These areas may include:
• Ambulance Services;
• Community Health;
• Emergency Services;
• Health Sciences;
• Mental Health Workers;
• Paramedic Sciences;
• Sociology of Health;
• Tactile Therapies;
• Culture Issues in Health;
• Gerontology – Aged Care Services; and
• Women's Health.

Course Objectives
The aims of the course are to:
• provide opportunities for students to extend their knowledge and enable ongoing critical analysis of primary health care;
• encourage students' further investigation and reflection in a specific area of professional interest; and
• enhance students’ ability to apply research knowledge in a collegial environment.

Admission Requirements
To qualify for admission to the course applicants must have satisfactorily completed, at an average grade level of second class honours (H2), a Graduate Diploma in Health Sciences, or equivalent, as approved by the School of Health Sciences.

Course Duration
The course is offered over one year on a full-time basis or part-time equivalent.

Course Structure

<table>
<thead>
<tr>
<th>Semester One</th>
<th>Credit Points</th>
<th>Hours/ Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>HFR0001 Advanced Quantitative Research Methods</td>
<td></td>
<td></td>
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<tr>
<td>or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HFR0002 Advanced Qualitative Research</td>
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Postgraduate Studies

<table>
<thead>
<tr>
<th>Methods</th>
<th>15</th>
<th>39</th>
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</thead>
<tbody>
<tr>
<td>HHT1127 Minor Thesis (full-time)</td>
<td>45</td>
<td>117</td>
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</tbody>
</table>

**Semester Two**

<table>
<thead>
<tr>
<th>Methods</th>
<th>60</th>
<th>156</th>
</tr>
</thead>
<tbody>
<tr>
<td>HHT1137 Minor Thesis (full-time)</td>
<td>120</td>
<td>312</td>
</tr>
</tbody>
</table>

Total: 120 312

**Master of Health Science (by Research)**

*Course Code: HRNS*

The School of Health Sciences offers the Master of Health Science (by Research). Staff are able to supervise research projects in a broad range of health and related areas, some of which are listed below. It is suggested that applicants explore their research interests with the Course Co-ordinator and contact with appropriate staff will be facilitated. A thesis on an approved topic will be required.

**Areas of Specialisation:**
- Acupuncture;
- Ambulance Services;
- Approaches to Healing Therapies;
- Chinese Herbal Medicine;
- Clinical Practice;
- Complementary Therapies;
- Cultural Issues and Health;
- Emergency Services;
- Health Administration;
- Health Counselling;
- Health Education;
- Health Sciences;
- Natural Medicine;
- Osteopathic Medicine;
- Paramedic Services;
- Program Evaluation;
- Psychosocial Care;
- Rehabilitation;
- Sociology of Health;
- Teaching and Learning;
- Traditional Chinese Medicine;
- Western Herbal Medicine;
- Women’s Health.

**Course Duration**
The course normally requires two years of full-time study or part-time equivalent.

**Admission Requirements**
To qualify for admission to the Master of Health Science (by Research) applicants must hold a degree in health science, or a related area, or equivalent, as approved by the School of Health Sciences.

**Degree Requirements**
The research thesis must be original work conducted under the supervision of the student advisor/s and with the approval of the Postgraduate Studies Committee of the University.

The thesis of the candidate will be examined externally by examiners of high academic standing in the area of the candidate’s thesis topic.

Coursework may be required of candidates to further enhance the knowledge of a specific topic relevant to the field of study. Such coursework would run concurrent to the research.

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**Doctor of Philosophy**

*Course Code: HPHS*

The School of Health Sciences offers PhD research programs in many areas of specialisation such as:
- Acupuncture;
- Ambulance Services;
- Approaches to Health Therapies;
- Chinese Herbal Medicine;
- Clinical Practice;
- Complementary Therapies;
- Cultural Issues and Health;
- Emergency Services;
- Health Counselling;
- Health Education;
- Health Sciences;
- Natural Medicine;
- Osteopathic Medicine;
- Paramedic Sciences;
- Program Evaluation;
- Psychosocial Care;
- Rehabilitation;
- Sociology of Health;
- Teaching and Learning;
- Chinese Medicine;
- Western Herbal Medicine;
- Women’s Health.

**Admission Requirements**
To qualify for admission to the Doctor of Philosophy applicants must have a Master degree or a four-year undergraduate degree with honours at first class (H1) or upper second class (H2A) level.

Applicants who do not meet the normal admission requirements, may be admitted upon demonstration of exceptional background and experience.

**Course Duration**
The course normally requires three years of full-time study or part-time equivalent.

**Degree Requirements**
The research thesis must be original work conducted under the supervision of the student advisor/s and with the approval of the Postgraduate Studies Committee of the University.

The thesis of the candidate will be examined externally by examiners of high academic standing in the area of the candidate’s thesis topic.

Coursework may be required of candidates to further enhance the knowledge of a specific topic relevant to the field of study. Such coursework would run concurrent to the research.
The School of Human Movement, Recreation and Performance plays a prominent role in graduate study within Victoria University of Technology. It offered the first PhD program within the University and currently has approximately 90 graduate research students. Staff from the School have been successful in raising a considerable amount of research funding from both Government and Industry. Facilities for research, particularly in the sports sciences, are of an extremely high standard and a high number of well-qualified, experienced staff make research possible in most sub-disciplines of physical education, recreation, gerontology and performance studies.

Graduate course work programs at Graduate Certificate, Graduate Diploma and Masters Degree are available in ageing, disability and recreation management, disability and recreation, exercise and sport sciences, exercise rehabilitation, recreation and sports management, human performance, sport business, and sport and culture.

**Course Offerings**

In 2002 the School of Human Movement, Recreation and Performance will offer the following postgraduate programs:

- **Graduate Diploma in Exercise and Sport Sciences**
  - Course Code: HGEM
  - Course Objectives
    - Produce graduates with expertise in exercise and sport sciences who will understand the scientific bases of exercise and sport performance; be able to apply and effectively evaluate fitness and performance levels; prescribe exercise/training programs to enhance existing levels; be able to effectively communicate those prescriptions to their clients and understand and appreciate the ethical dimensions and implications of this role as well as prescribe exercise and training techniques which emphasise injury prevention.
  - Admission Requirements
    - Undergraduate degree or diploma in a related physical education or human science area.
    - Current involvement in areas related to the coaching, promotion or direction of exercise.
    - Applicants may be required to undertake bridging studies.
  - Course Duration
    - One year on a full-time basis or part-time equivalent.
  - Course Structure
    - Three evenings per week.

- **Graduate Program in Sport Business**
  - Master of Arts – Sport and Recreation Management (by coursework)
  - Master of Arts (by Research)
  - Doctor of Philosophy

- **Graduate Program in Sport and Recreation Management**
  - Graduate Certificate in Sport and Recreation Management
  - Graduate Diploma in Sport and Recreation Management

**Graduate Diploma in Exercise and Sport Sciences**

**Course Code:** HGEM

**Course Objectives**

- Produce graduates with expertise in exercise and sport sciences who will understand the scientific bases of exercise and sport performance; be able to apply and effectively evaluate fitness and performance levels; prescribe exercise/training programs to enhance existing levels; be able to effectively communicate those prescriptions to their clients and understand and appreciate the ethical dimensions and implications of this role as well as prescribe exercise and training techniques which emphasise injury prevention.

**Admission Requirements**

- Undergraduate degree or diploma in a related physical education or human science area.
- Current involvement in areas related to the coaching, promotion or direction of exercise.
- Applicants may be required to undertake bridging studies.

**Course Duration**

- One year on a full-time basis or part-time equivalent.

**Course Structure**

The course is delivered over three evenings per week.
Semester Two
HPG5110  Counselling and Communication Skills  10  2
HPG5130  Applied Ethics: Sport and Exercise  10  2
HPG5140  Exercise Prescription  10  2
HPG5150  Skill in Sport  10  2
HPG5160  Exercise and Sport Sciences Fieldwork  12  8*

*Eight lecture hours in total plus seventy hours of fieldwork.

Course Total:  120  338

Articulation
Graduates will be eligible for admission to the Master of Applied Science - Human Performance with advanced standing.

Graduate Program in Ageing, Disability and Recreation Management
Incorporating -
Graduate Certificate in Ageing, Disability and Leisure
Course Code: HTAL

Graduate Certificate in Ageing, Disability and Recreation Management
Course Code: HTAR

Graduate Diploma in Ageing, Disability and Recreation Management
Course Code: HGAD

Master of Arts - Ageing, Disability and Recreation Management
Course Code: HMAD

Program Objectives
The program is designed to optimise the employment opportunities of graduates in the field of ageing and disability to ensure the ongoing development and acquisition of professional knowledge, skills and abilities necessary for the provision and management of recreation in a variety of human services settings.

Admission Requirements
Graduate Certificates
To qualify for admission to the Graduate Certificate applicants must hold a bachelor degree in a discipline or a profession related to either recreation or ageing and disability services. Applicants who do not meet the academic requirements but who can demonstrate extensive and relevant work experience may be considered for selection. Applicants may be required to attend an interview.

Graduate Diploma
To qualify for admission to the Graduate Diploma applicants must hold a bachelor degree in a discipline or a profession related to either recreation or ageing and disability services. Applicants who have successfully completed either the Graduate Certificate in Ageing, Disability and Leisure or the Graduate Certificate in Ageing, Disability and Recreation Management will be eligible for entry to the Graduate Diploma in Ageing, Disability and Recreation Management with advanced standing.

Master of Arts
To qualify for admission to the Master of Arts, an applicant must hold a relevant bachelor degree of three or more years duration and have attained a minimal average of Credit (C), or equivalent, throughout the course and/or Distinctions (D), or equivalent, in the final year, as approved by the School.

Course Durations
Graduate Certificates
The course is offered over one semester on a full-time basis or part-time equivalent.

Graduate Diploma
The course is offered over two semesters on a full-time basis or part-time equivalent.

Master of Arts
The course is offered over four semesters on a full-time basis or part-time equivalent.

Course Structure

Graduate Certificate in Ageing, Disability and Leisure

Credit Hours/points week
HPM5302  Leisure Education: Individual, Group and Community Development  15  3
HPM5600  Leisure Perspectives in Ageing and Disability Services  15  3
HPM5601  Ageing Well: Perspectives for the Future  15  3
HPM5602  Comprehensive Overview of Disability and Society: Issues and Challenges  15  3

Course Total:  60  156

Graduate Certificate in Ageing, Disability and Recreation Management

HPM5302  Leisure Education: Individual, Group and Community Development  15  3
HPM5600  Leisure Perspectives in Ageing and Disability Services  15  3
HPM5601  Ageing Well: Perspectives for the Future  15  3
HPM5602  Comprehensive Overview of Disability and Society: Issues and Challenges  15  3

Course Total:  60  156

Graduate Certificate in Ageing, Disability and Recreation Management

HPM5302  Leisure Education: Individual, Group and Community Development  15  3
HPM5600  Leisure Perspectives in Ageing and Disability Services  15  3
HPM5601  Ageing Well: Perspectives for the Future  15  3
HPM5602  Comprehensive Overview of Disability and Society: Issues and Challenges  15  3

Course Total:  60  156

*Students who are currently employed in the field of recreation and ageing/disability will have the option to choose whether they wish to complete HPM5104 Professional Practicum or select an elective in its place.

Graduate Diploma
The Graduate Diploma in Ageing, Disability and Recreation Management comprises the Graduate Certificate in Ageing,
Disability and Leisure plus the Graduate Certificate in Ageing, Disability and Recreation Management.

Course Total: 120 312

**Masters**

The Master of Arts – Ageing, Disability and Recreation Management comprises the Graduate Diploma in Ageing, Disability and Recreation Management plus one year of research-based study.

The structure of the final year of the Master of Arts – Ageing, Disability and Recreation Management is as follows:

<table>
<thead>
<tr>
<th>Credit Hours</th>
<th>Semester One</th>
</tr>
</thead>
<tbody>
<tr>
<td>40 104</td>
<td>HPM6001 Directed Study (full-time)</td>
</tr>
<tr>
<td>20 39</td>
<td>HPM6002 Graduate Seminar</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Credit Hours</th>
<th>Semester Two</th>
</tr>
</thead>
<tbody>
<tr>
<td>60 247</td>
<td>HPM6003 Minor Thesis (full-time)</td>
</tr>
<tr>
<td>or</td>
<td>HPM6007 Syndicate Research Project (full-time)</td>
</tr>
</tbody>
</table>

Course Total: 120 390

Cumulative Program Total: 240 702

**Note:** All subjects, with the exception of HPM6002 Graduate Seminar, are available part-time.

**Graduation Requirements**

Upon satisfactory completion of the Graduate Diploma in Ageing, Disability and Recreation, students are eligible to apply for only one Graduate Certificate in addition to the Graduate Diploma.

**Graduate Program in Exercise Rehabilitation**

**Incorporating -**

**Graduate Diploma in Exercise for Rehabilitation**

*Course Code: HGEX*

**Master of Applied Science - Exercise Rehabilitation**

*Course Code: HMER*

**Program Objectives**

The course aims to:

- produce graduates with considerable knowledge and expertise in the application of exercise in the field of preventive medicine and rehabilitation;
- equip graduates with specific skills and competencies in the areas of cardiovascular, metabolic, respiratory, musculo-skeletal and neurological rehabilitation, which will assist in gaining accreditation with the Australian Association of Exercise and Sport Science (AAESS);
- provide graduates with extensive industry experience in the form of a twenty week internship; and
- facilitate close and extended contact between students and potential employers.

**Admission Requirements**

To qualify for admission to the course, an applicant must have successfully completed a Bachelor of Applied Science with a major in Human Movement, or equivalent, or be a qualified Physiotherapist, Podiatrist or Medical Practitioner.

Students who have graduated with the Graduate Diploma in Exercise for Rehabilitation, or an equivalent degree, in the years 1993–1999 (inclusive) are eligible for admission to the Master of Applied Science – Exercise Rehabilitation with advanced standing.

**Program Duration**

The Program is offered over two years full-time or part-time equivalent. The first year of the course comprises the Graduate Diploma in Exercise for Rehabilitation. The second year of the course completes the articulated sequence of study towards the Master of Applied Science - Exercise Rehabilitation.

**Course Structure**

<table>
<thead>
<tr>
<th>Credit Hours</th>
<th>Week</th>
<th>Year One</th>
</tr>
</thead>
<tbody>
<tr>
<td>10 2</td>
<td></td>
<td>HPG5016 Musculo-Skeletal and Neurological Physiology for Rehabilitation</td>
</tr>
<tr>
<td>5 1</td>
<td></td>
<td>HPG5021 Biomechanics for Rehabilitation</td>
</tr>
<tr>
<td>10 2</td>
<td></td>
<td>HPG5031 Physiological Testing for Rehabilitation</td>
</tr>
<tr>
<td>10 2</td>
<td></td>
<td>HPG5032 Biomechanical Testing for Rehabilitation</td>
</tr>
<tr>
<td>20 4</td>
<td></td>
<td>HPG5041 Functional Anatomy</td>
</tr>
<tr>
<td>5 *</td>
<td></td>
<td>HFR0001 Introduction to Research Design and Methods</td>
</tr>
<tr>
<td>10 2</td>
<td></td>
<td>HPG5017 Cardiorespiratory and Metabolic Physiology for Rehabilitation</td>
</tr>
<tr>
<td>15 4</td>
<td></td>
<td>HPG5018 Exercise Prescription for Musculo-Skeletal and Neurological Conditions</td>
</tr>
<tr>
<td>10 2</td>
<td></td>
<td>HPG5019 Work Conditioning</td>
</tr>
<tr>
<td>10 2</td>
<td></td>
<td>HPG5070 Exercise for Rehabilitation Fieldwork</td>
</tr>
<tr>
<td>15 3</td>
<td></td>
<td>HPR0001 Introduction to Research Design and Methods</td>
</tr>
<tr>
<td>120 473</td>
<td></td>
<td>Total Year One:</td>
</tr>
<tr>
<td>*Four hours of lectures for the semester plus 35 hours (1 week) of fieldwork.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>#Eight hours of lectures for the semester plus 140 hours (4 weeks) of fieldwork.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Credit Hours</th>
<th>Year Two</th>
</tr>
</thead>
<tbody>
<tr>
<td>10 2</td>
<td>HPG6041 Exercise Prescription for Cardiorespiratory and Metabolic Conditions</td>
</tr>
<tr>
<td>15 2</td>
<td>HPG6042 Case Management</td>
</tr>
<tr>
<td>15 2</td>
<td>HPG5180 Psychology for Rehabilitation</td>
</tr>
<tr>
<td>20 3</td>
<td>HFR0001 Advanced Quantitative Research Methods</td>
</tr>
<tr>
<td>60 #</td>
<td>HPG6043 Exercise for Rehabilitation Clinical Practice</td>
</tr>
<tr>
<td>120 817</td>
<td>Total Year Two:</td>
</tr>
<tr>
<td>#Total of 700 hours (20 weeks) of fieldwork for the semester.</td>
<td></td>
</tr>
</tbody>
</table>

Cumulative Program Total: 240 1,316
Graduate Program in Loss and Grief
Incorporating -
Graduate Certificate in Loss and Grief Education
Course Code: HTLG

Graduate Certificate in Loss and Grief Counselling
Course Code: HTLC

Graduate Diploma in Loss and Grief Counselling
Course Code: HGLC

Program Objectives
The program aims to:
• have students understand a range of losses both normative and non-normative which accompany the lifespan;
• assist students to conceptualise loss and grief as it affects individuals according to gender, ethnic background and at varying stages of development through the examination of relevant theoretical frameworks and perspectives;
• have students demonstrate skill in working as a grief educator;
• introduce students to a range of counselling theories and interventions pertinent to the area of loss and grief; and
• have students critically examine selected theoretical models in relation to disasters or unexpected traumatic events and interventions.

Admission Requirements
To qualify for admission to the program applicants must hold a relevant undergraduate degree or a postgraduate tertiary qualification and have relevant experience in the field of loss and grief or an allied field.

Applicants who do not meet the academic requirements but who can demonstrate adequate and/or substantial experience in the area of loss and grief education/counselling are encouraged to apply. Applicants in this category may be required to attend an interview.

To ensure that students are adequately prepared to undertake the counselling studies within the Graduate Diploma in Loss and Grief Counselling, the following enrolment paths are prescribed:

(nn) students with an established professional record in counselling will be permitted to enrol into both the Graduate Certificate in Loss and Grief Education and the Graduate Certificate in Loss and Grief Counselling on either a full-time or a part-time basis; and

(oo) students who do not have an established professional record in counselling will normally be required to enrol for and satisfactorily complete the Graduate Certificate in Loss and Grief Education before consideration can be given for entry into the Graduate Certificate in Loss and Grief Counselling.

Students will not normally be allowed entry directly into the Graduate Certificate in Loss and Grief Counselling.

Course Durations
Graduate Certificates
Each Graduate Certificate is offered over one semester on a full-time basis or part-time equivalent.

Graduate Diploma
The course is offered over two semesters on a full-time basis or part-time equivalent.

Course Structure
The program comprises two discrete but sequentially related Graduate Certificates. At the completion of both Graduate Certificates students will be awarded the Graduate Diploma in Loss and Grief Counselling.

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>Graduate Certificate in Loss and Grief Education</td>
<td>60</td>
<td>156</td>
</tr>
<tr>
<td>HPC5001 Contextual Analysis of Loss Across the Lifespan</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HPC5004 Introduction to Theories of Loss and Grief</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>Semester Two</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HPC5002 Grief Education: Practices and Strategies</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HPC5003 Management of Disaster and Traumatic Incidents</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>Course Total:</td>
<td>60</td>
<td>156</td>
</tr>
</tbody>
</table>

Graduate Certificate in Loss and Grief Counselling
<table>
<thead>
<tr>
<th>Course</th>
<th>Credit points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>APT1025 Individual Awareness</td>
<td>15</td>
<td>2</td>
</tr>
<tr>
<td>APT1035 Theories and Techniques of Counselling</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>Semester Two</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HPC5100 Applied Techniques of Grief Counselling*</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HPC5101 Professional Practice Workshop*</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>Course Total:</td>
<td>60</td>
<td>143</td>
</tr>
<tr>
<td>Cumulative Program Total:</td>
<td>120</td>
<td>299</td>
</tr>
</tbody>
</table>

*These subjects will be taught at the St Albans Campus. All other subjects will be taught at the City, Flinders Lane Campus.

Graduate Program in Sport and Recreation Management
Incorporating -
Graduate Certificate in Sport and Recreation Management
Course Code: HTSR

Graduate Certificate in Recreation Sport and Recreation Management/Operations
Course Code: HTSO

Graduate Diploma in Sport and Recreation Management
Course Code: HGSR
Master of Arts - Sport and Recreation Management (by coursework)

Course Code: HMSR

Program Objectives

The program is designed to optimise the employment opportunities of graduates and to ensure the ongoing development and acquisition of professional skills, attitudes and knowledge in a variety of sport and recreation settings.

Admission Requirements

Graduate Certificates

To qualify for admission to the course applicants must hold an undergraduate degree of three or more years duration, or equivalent, as approved by the School.

Applicants who do not fulfil the academic requirements but who can demonstrate extensive industrial experience in positions requiring senior management skills, may apply to the School to be considered for selection.

Applicants may be required to attend an interview.

Graduate Diploma

To qualify for admission to the course applicants must hold an undergraduate degree of three or more years duration, or equivalent, as approved by the School.

Applicants who have satisfactorily completed either the Graduate Certificate in Sport and Recreation Management or the Graduate Certificate in Sport and Recreation Management/Operations, or equivalent, will be eligible to apply for entry into the Graduate Diploma with advanced standing.

Master of Arts

To qualify for admission to the Master of Arts applicants must hold an undergraduate degree of three or more years duration and have attained a minimal average of Credits (C), or equivalent, throughout the course and/or Distinctions (D), or equivalent, in the final year, as approved by the School.

Applicants who have satisfactorily completed the Graduate Diploma in Sport and Recreation Management offered by the School, or equivalent, as approved by the Course Co-ordinator, will be eligible to apply for the Master of Arts - Sport and Recreation Management.

Specific consideration will be given to those applicants who have English as a second language. Preference will be given to applicants who have relevant work or community experience.

Course Durations

Graduate Certificates

Each Graduate Certificate is offered over one semester on a full-time basis or part-time equivalent.

Graduate Diploma

The course is offered over two semesters on a full-time basis or part-time equivalent.

Master of Arts

The course is offered over four semesters on a full-time basis or part-time equivalent.

Program Structure

The program contains both discrete and sequential modules. The program is structured in such a way that students undertaking the Master of Arts by coursework will first complete the Graduate Certificate in Sport and Recreation Management, then the Graduate Certificate in Sport and Recreation Management/Operations. Together these two qualifications constitute the Graduate Diploma in Sport and Recreation Management.

The final two semesters of the program complete the articulated sequence of studies leading to the Master of Arts - Sport and Recreation Management. Progression to the minor thesis stage or syndicate research project is conditional upon approval by the Course Co-ordinator. Approval can only be granted if an appropriate supervisor has been appointed.

Graduate Certificate in Sport and Recreation Management

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>HPS5011</td>
<td>Sport and Recreation Management Business Context</td>
<td>15</td>
<td>39</td>
</tr>
<tr>
<td>HPS5021</td>
<td>Sport and Recreation Strategic Marketing</td>
<td>15</td>
<td>39</td>
</tr>
<tr>
<td>HPS5031</td>
<td>Sport and Recreation Resource Management</td>
<td>15</td>
<td>39</td>
</tr>
<tr>
<td>HPS5041</td>
<td>Sport and Recreation Planning</td>
<td>15</td>
<td>39</td>
</tr>
</tbody>
</table>

Course Total: 60 156

#Students studying offshore will enrol in HPM5006 Recreation/Sport Research and Investigation.

Graduate Diploma

The Graduate Diploma comprises the preceding two Graduate Certificates.

Course Total: 120 312

Master of Arts (by Coursework)

The Master of Arts (by Coursework) program requires the completion of the Graduate Diploma in Sport and Recreation Management plus one year of research-based study.

<table>
<thead>
<tr>
<th>Semester One</th>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>HPM6001</td>
<td>Directed Study (full-time)</td>
<td>40</td>
<td>104</td>
<td></td>
</tr>
<tr>
<td>HPM6002</td>
<td>Graduate Seminar</td>
<td>20</td>
<td>39</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Semester Two</th>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>HPM6003</td>
<td>Minor Thesis (full-time)</td>
<td>60</td>
<td>247</td>
<td></td>
</tr>
<tr>
<td>HPM6007</td>
<td>Syndicate Research Project (full-time)</td>
<td>60</td>
<td>247</td>
<td></td>
</tr>
</tbody>
</table>

Course Total: 120 390

Cumulative Program Total: 240 702

Graduation Requirements

Students who have satisfactorily completed the Graduate Diploma are eligible to apply for only one Graduate Certificate (the first Graduate Certificate completed) in addition to the Graduate Diploma.
Graduate Program in Sport Business

Incorporating -

Graduate Diploma in Sport Business

Course Code: HGSB

Master of Sport Business

Course Code: HMSB

Program Objectives

The program aims to produce graduates with the professional skills, values, and knowledge necessary for successful employment as managers in the sport business industry. Specifically, graduates will develop:

• a sound education of the nature, role and significance of sport in contemporary society;
• a sound education of the range of professional skills, values, and knowledge to be applied in the sport industry;
• the ability to successfully manage sport organisations and projects in Australia;
• an understanding of, and an appreciation for the nature, role and significance of sport in contemporary society;
• a range of professional skills, attitudes, and knowledge to be applied in the sport industry; and
• an understanding that the sport industry services individual and community needs and demands the highest ethical and professional standards.

Admission Requirements

Graduate Diploma

To qualify for admission to the course applicants must hold a degree in a relevant area.

Applicants who do not meet the academic requirements but who can demonstrate substantial experience may be considered for selection.

Master of Sport Business

To qualify for admission to the course applicants must have:

(ppp) successfully completed an appropriate undergraduate degree of three or more years duration and attained a minimal average of Credits (C), or equivalent, throughout the course and/or Distinctions (D), or equivalent, in the final year, as approved by the Course Co-ordinator. These applicants will not normally be eligible to take out the award of Graduate Diploma in Sport Business; or

(qqq) successfully completed the Graduate Diploma in Sport Business or equivalent, as approved by the Course Co-ordinator.

Course Structure

<table>
<thead>
<tr>
<th>Graduate Diploma</th>
<th>Credit points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>Semester One</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HPS5101 Sport and Recreation Management Business Context</td>
<td>15</td>
<td>39</td>
</tr>
<tr>
<td>HPS5102 Sport and Recreation Strategic Marketing</td>
<td>15</td>
<td>39</td>
</tr>
<tr>
<td>HPS5103 Sport and Recreation Resource Management</td>
<td>15</td>
<td>39</td>
</tr>
<tr>
<td>HPS5104 Sport and Recreation Planning</td>
<td>15</td>
<td>39</td>
</tr>
<tr>
<td>Semester Two</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BAO5405 Sport Finance</td>
<td>15</td>
<td>39</td>
</tr>
<tr>
<td>HPB5202 Sport Event Management</td>
<td>15</td>
<td>39</td>
</tr>
<tr>
<td>HPB5203 Sport Project</td>
<td>15</td>
<td>39</td>
</tr>
<tr>
<td>HPS5201 Sport &amp; Recreation Industry Issues</td>
<td>15</td>
<td>39</td>
</tr>
<tr>
<td>Course Total:</td>
<td>120</td>
<td>312</td>
</tr>
</tbody>
</table>

Master of Sport Business

Comprises the Graduate Diploma in Sport Business plus the following:

| Semester One     |               |            |
| HPS5302 Sport Business Project* | 30  | 6   |
| Semester Two     |               |            |
| BLO5400 Sport and the Law | 15  | 3   |
| HPB5301 Sport Business Seminar | 15  | 3   |
| Course Total:    | 60            | 156        |

Cumulative Program Total: 180 468

*As an alternative to enrolling in HPB5302 Sport Business Project, students may select an elective from any of the postgraduate subjects offered by the University, as approved by the Course Co-ordinator.

Master of Applied Science - Human Performance

Course Code: HMHP

Course Objectives

The aims of the course are to:

• extend the practical skills and knowledge learned in the Graduate Diploma in Exercise for Rehabilitation and in the Graduate Diploma in Exercise and Sport Sciences into the area of applied research; and
• produce graduates who are able to conduct, supervise and evaluate applied research relevant to exercise for rehabilitation or exercise and sport sciences.

Admission Requirements

To qualify for admission to the Master of Applied Science applicants must normally have:

(rrr) satisfactorily completed an undergraduate degree or diploma as detailed in the Admission Requirements for the relevant Graduate Diploma, which will form the coursework component of the Masters program. Applicants must have attained a minimal average of Credits (C), or equivalent, throughout the course and/or Distinctions (D), or equivalent, in the final year, as approved by the School and/or attained sufficient industrial and/or research expertise which, in the view of the School, warrants such entry; or

(sss) satisfactorily completed either the Graduate Diploma in Exercise for Rehabilitation or the Graduate Diploma in Exercise and Sport Sciences, or an equivalent, and have leading to the Master of Sport Business and are only offered on a part-time basis.
attained a minimal average of Second Class Honours (H2A), or equivalent, as approved by the School.

Course Duration
The course is offered over two years on a full-time basis or part-time equivalent.

Course Structure
The first year of study comprises either the Graduate Diploma in Exercise for Rehabilitation or the Graduate Diploma in Exercise and Sport Sciences. The second year of study completes the articulated sequence leading to the Master of Applied Science - Human Performance.

Year One

<table>
<thead>
<tr>
<th>Course Total</th>
<th>Credit Points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>Graduate Diploma in Exercise for Rehabilitation</td>
<td>20</td>
<td>473</td>
</tr>
<tr>
<td>or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Graduate Diploma in Exercise and Sport Sciences</td>
<td>120</td>
<td>338</td>
</tr>
</tbody>
</table>

Year Two

<table>
<thead>
<tr>
<th>Semester One</th>
<th>Master of Applied Science</th>
</tr>
</thead>
<tbody>
<tr>
<td>HFR0001 Advanced Quantitative Research Methods</td>
<td></td>
</tr>
<tr>
<td>or</td>
<td></td>
</tr>
<tr>
<td>HPR0001 Introduction to Research Design and Methods</td>
<td>20</td>
</tr>
<tr>
<td>HPG6020 Directed Study</td>
<td>40</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Semester Two</th>
</tr>
</thead>
<tbody>
<tr>
<td>HPG6030 Minor Thesis (full-time)</td>
</tr>
<tr>
<td>Total Year Two</td>
</tr>
<tr>
<td>Course Total:</td>
</tr>
</tbody>
</table>

Course Regulations
The following should be read in conjunction with the Faculty Regulations detailed earlier in this Handbook, and the University Statutes and Regulations.

To be eligible to progress into the second year of study (the applied research component), students must have successfully completed all the requirements of either the Graduate Diploma in Exercise for Rehabilitation or the Graduate Diploma in Exercise and Sport Sciences, or an equivalent, and attained a minimum average of Upper Second Class Honours (H2A), or the equivalent.

To progress to the research thesis phase, students must show satisfactory completion of a paper reviewing the literature, as judged by the supervisor, at the conclusion of the research design phase.

Graduation Requirements
Students who complete the first year of the course and do not wish to continue to the applied research stage may exit with the Graduate Diploma that they have completed.

Masters Degrees by Research

Master of Applied Science

Course Code: HRAS

Master of Arts

Course Code: HRAT

The School of Human Movement, Recreation and Performance offers the Master of Applied Science and Master of Arts by Research. Staff will supervise graduate research in many areas of specialisation, such as:

Physical Education

Master of Applied Science

Biomechanics
Exercise Biochemistry
Exercise Physiology
Growth and Development/Motor Learning
Sport Psychology

Master of Arts

History
Philosophy of Sport
Sociology of Physical Education and Sport
Sport Management

Recreation

Master of Arts

Leisure Studies
Outdoor Education
Outdoor Recreation Resources
Recreation and the Disabled
Recreation Management
Social Gerontology

Performance Studies

Master of Arts

Performance Making
Textual Analysis
Embodiment
Documentation of Performance
Philosophy and Social Theory of Performance

Admission Requirements

To qualify for admission to each course applicants must have attained, at an above average academic level, either a:

(1) Bachelor of Applied Science – Human Movement or an equivalent; or
(2) Bachelor of Arts – Recreation Management or an equivalent; or
(3) Bachelor of Arts – Performance Studies or an equivalent.

Course Duration

The standard duration of a Masters by Research varies according to an enrolling student’s prior qualifications. Where an applicant holds a three-year undergraduate degree, the duration will be two years of full-time study or part-time equivalent. However, where an applicant holds an honours degree in a closely related discipline, or equivalent research experience, the standard duration is eighteen months of full-time study or part-time equivalent.

Degree Requirements

A thesis on an approved subject will be required. The research will be conducted under the supervision of the student’s principal supervisor and co-supervisor.

It is expected that many Masters by Research candidates will undertake approved concurrent coursework subjects to enhance their specific knowledge as it applies to their area of research. In fact, all students undertaking research in the area of exercise
physiology will be required to successfully complete HPG6040 Laboratory Skills for Exercise Physiology.

All students are required to undertake, and successfully complete, an appropriate research design subject normally in the first semester of study.

**Doctor of Philosophy**

*Course Codes: HPPA/HPPE/HPPL.*

The School of Human Movement, Recreation and Performance offers PhD research programs in many areas of specialisation such as:

- Exercise Biochemistry;
- Leisure Studies;
- Social Gerontology;
- Biomechanics;
- Recreation Management;
- Recreation and Disability;
- Exercise Science;
- Exercise Physiology;
- Sport Psychology;
- Philosophy of Sport;
- Performance Making;
- Philosophy and Social Theory of Performance; and
- Embodiment.

**Admission Requirements**

To qualify for admission to the Doctor of Philosophy applicants must have a Master degree or four-year undergraduate degree with honours at first class (H1) or upper second class (H2A) level.

Applicants who do not meet the normal admission requirements may be admitted upon demonstration of exceptional background and experience.

**Course Duration**

The standard duration of a PhD program is 36 months (three years) of full-time study or part-time equivalent.

**Degree Requirements**

The research thesis must be original work conducted under the supervision of the student advisor/s and with the approval of the Postgraduate Studies Committee of the University.

The thesis of the candidate will be examined externally by examiners of high academic standing in the area of the candidate's thesis topic.

Coursework may be required of candidates to further enhance the knowledge of a specific topic relevant to the field of study. Such coursework could run concurrent to the research. In fact, all students undertaking research in the area of exercise physiology will be required to successfully complete HPG6040 Laboratory skills for Exercise Physiology.

All students are required to undertake, and successfully complete, an appropriate research design subject normally in the first semester of study.
The School of Nursing is a leader in clinical nursing education. A feature of the Graduate programs within the School is the focus on contemporary nursing and health care practice. Programs include an articulated Masters degree, which includes exit points at Graduate Certificate and Graduate Diploma level, Master of Midwifery, Graduate Diploma in Substance Abuse, Master of Nursing (Research) and PhD.

Discipline focus areas are in cancer nursing, palliative care, orthopaedics, paediatrics, neurology, cardiothoracic and accident and emergency nursing.

The Graduate Diploma in Substance Abuse is designed for health care practitioners from a range of disciplines. Our lively research culture is generating interest from industry and professional organisations.

**Course Offerings**
In 2002 the School of Nursing will offer the following postgraduate programs:

<table>
<thead>
<tr>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Graduate Diploma in Substance Abuse Studies</td>
<td>F</td>
<td>Y</td>
</tr>
<tr>
<td>Master of Nursing</td>
<td>S</td>
<td>Y</td>
</tr>
<tr>
<td><strong>Graduate Certificates in:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>– Cardiothoracic Nursing</td>
<td>S</td>
<td>Y</td>
</tr>
<tr>
<td>– Cancer Nursing</td>
<td>S</td>
<td>Y</td>
</tr>
<tr>
<td>– Emergency Nursing</td>
<td>S</td>
<td>Y</td>
</tr>
<tr>
<td>– Gerontic Nursing</td>
<td>S</td>
<td>Y</td>
</tr>
<tr>
<td>– Neuroscience Nursing</td>
<td>S</td>
<td>Y</td>
</tr>
<tr>
<td>– Orthopaedic Nursing</td>
<td>S</td>
<td>Y</td>
</tr>
<tr>
<td>– Paediatric Nursing</td>
<td>S</td>
<td>Y</td>
</tr>
<tr>
<td>– Palliative Care Nursing</td>
<td>S</td>
<td>Y</td>
</tr>
<tr>
<td>Graduate Diplomas in:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>– Cardiothoracic Nursing</td>
<td>S</td>
<td>Y</td>
</tr>
<tr>
<td>– Cancer Nursing</td>
<td>S</td>
<td>Y</td>
</tr>
<tr>
<td>– Emergency Nursing</td>
<td>S</td>
<td>Y</td>
</tr>
<tr>
<td>– Gerontic Nursing</td>
<td>S</td>
<td>Y</td>
</tr>
<tr>
<td>– Neuroscience Nursing</td>
<td>S</td>
<td>Y</td>
</tr>
<tr>
<td>– Orthopaedic Nursing</td>
<td>S</td>
<td>Y</td>
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<tr>
<td>– Paediatric Nursing</td>
<td>S</td>
<td>Y</td>
</tr>
<tr>
<td>– Palliative Care Nursing</td>
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<td>Y</td>
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<tr>
<td>Master of Midwifery</td>
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<td>n/a</td>
</tr>
<tr>
<td><strong>Incorporating:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>– Graduate Diploma in Midwifery</td>
<td>S</td>
<td>Y</td>
</tr>
<tr>
<td>Master of Public Health Nursing</td>
<td>S</td>
<td>Y</td>
</tr>
<tr>
<td><strong>Incorporating:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>– Graduate Certificate in Public Health Nursing</td>
<td>S</td>
<td>Y</td>
</tr>
<tr>
<td>– Graduate Diploma in Public Health Nursing</td>
<td>S</td>
<td>Y</td>
</tr>
<tr>
<td>Master of Nursing (by Research)</td>
<td>S</td>
<td>Y</td>
</tr>
<tr>
<td>Doctor of Philosophy</td>
<td>S</td>
<td>Y</td>
</tr>
</tbody>
</table>

*Campus C = City Flinders Lane S=St Albans F=Footscray Park

**Graduate Diploma in Substance Abuse Studies**

*Course Code: HGSA*

**Course Objectives**
The aim of the course is to provide students with a broad understanding of theories, treatment methods, health promotion skills and therapeutic intervention techniques that would allow them to make a positive contribution in the area of substance abuse through appropriate direct intervention and referral.

The course is designed to be both a useful stand alone qualification and to articulate with several other graduate courses offered within the University.

**Admission Requirements**
This course is a multi-disciplinary program and is open to all health care professionals or individuals working in the area of substance abuse.

To qualify for admission to the course applicants must normally hold a bachelor degree. Applicants who do not meet the normal admission requirement, but who possess appropriate professional experience and meet such other requirements as are perceived appropriate by the School, may be considered. These requirements may include the completion of selected nursing and/or other subjects from the undergraduate degree program, or a preparation for study program.

Applicants may be required to attend an interview and would need to demonstrate to an academic panel adequate preparation to undertake studies at a higher level.

**Course Duration**
The course is offered over one year on a full-time basis or part-time equivalent, depending on demand.

**Course Structure**
The part time structure is as follows:

<table>
<thead>
<tr>
<th>Credit points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Year One</strong></td>
<td></td>
</tr>
<tr>
<td>Semester One</td>
<td></td>
</tr>
<tr>
<td>HNS5010 Theories of Addiction</td>
<td>15</td>
</tr>
<tr>
<td>HNS5020 Treatment of Substance Abuse</td>
<td>15</td>
</tr>
<tr>
<td><strong>Semester Two</strong></td>
<td></td>
</tr>
<tr>
<td>HNS5030 Health Promotion/Prevention in Substance Abuse</td>
<td>15</td>
</tr>
<tr>
<td>HNS5040 Therapeutic Interventions</td>
<td>15</td>
</tr>
<tr>
<td><strong>Year Two</strong></td>
<td></td>
</tr>
<tr>
<td>Semester One and Two</td>
<td></td>
</tr>
<tr>
<td>HNM6122 Clinical Project</td>
<td>60</td>
</tr>
<tr>
<td><strong>Course Total:</strong></td>
<td>120 195</td>
</tr>
</tbody>
</table>

**Academic Progression**
Refer to School Regulations B at the end of this section.
Master of Nursing

Course Code: HMPN

Incorporating -

Graduate Certificates and Graduate Diplomas in

- Cardiothoracic Nursing
- Cancer Nursing
- Emergency Nursing
- Gerontic Nursing
- Neuroscience Nursing
- Orthopaedic Nursing
- Paediatric Nursing
- Palliative Care Nursing

Course Objectives
The Master of Nursing has been developed for nursing graduates who wish to undertake studies in clinical specialty areas of nursing within a range of health care settings, with specific aims to:

• produce nurse specialists with expertise in their area of specialty with diagnostic and decision making skills to solve complex patient care problems in the work environment;
• produce nurse professionals with skills to investigate, challenge and develop current practices;
• develop skills to analyse and critique contemporary theories that inform practice;
• enhance students’ ability to analyse social and political dynamics within the current health care environment;
• produce nurse professionals who not only adapt to the changing needs within the health care environment, but who will also engage in political processes to facilitate institutional and social change;
• develop skills to form collaborative relationships with agencies and other health care professionals; and
• provide the opportunity for students to develop a knowledge of self and explore a range of world views.

Admission Requirements
To qualify for admission to the course applicants must normally:

(www) hold an undergraduate degree in Nursing or equivalent; and

(xxx) be registered with the Nurses Board of Victoria as a Division 1 Nurse; and

(yy) be working in the area of specialisation at the time of application.

Applicants who do not meet the normal admission requirements will be considered if they are eligible for registration as a Division 1 Nurse with the Nurses Board of Victoria; have relevant professional experience in Nursing, as approved by the School; and meet such other requirements as are perceived appropriate by the School. These requirements may include the completion of selected nursing and/or other subjects from the undergraduate degree program, or a preparation for study program.

Course Duration
The Master of Nursing is offered over three semesters on a full-time basis or part-time equivalent.

Course Structure
The Program provides for multiple entry and exit points. Upon completion of the first semester of study students may exit with the Graduate Certificate in their chosen area of specialisation. Upon completion of the second semester of study students may exit with the Graduate Diploma in their chosen area of specialisation. The third and final semester of study completes the articulated sequence of study leading to the Master of Nursing.

<table>
<thead>
<tr>
<th>Semester One</th>
<th>Credit points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HNR0001 Introduction to Research Design and Methods</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>Specialisation Subject Level 1</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>Specialisation Subject Level 2</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>Semester One Total:</td>
<td>60</td>
<td>117</td>
</tr>
<tr>
<td>Semester Two</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HNG5001 Issues &amp; Policies in Professional Practice</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>Specialisation Subject Level 3</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>HFR0001 Advanced Quantitative Methods or HFR0002 Advanced Qualitative Methods</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>Semester Two Total:</td>
<td>60</td>
<td>117</td>
</tr>
<tr>
<td>Semester Three</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HHA6115 Minor Thesis</td>
<td>60</td>
<td>9</td>
</tr>
<tr>
<td>Semester Three Total:</td>
<td>60</td>
<td>117</td>
</tr>
<tr>
<td>Cumulative Course Total:</td>
<td>180</td>
<td>351</td>
</tr>
</tbody>
</table>

Specialisation Subjects

| HNC5001 Cardiothoracic Nursing Studies 1 | 20 | 3 |
| HNC5002 Cardiothoracic Nursing Studies 2 | 20 | 3 |
| HNC5003 Cardiothoracic Nursing Studies 3 | 20 | 3 |
| HNE5001 Emergency Nursing Studies 1 | 20 | 3 |
| HNE5002 Emergency Nursing Studies 2 | 20 | 3 |
| HNE5003 Emergency Nursing Studies 3 | 20 | 3 |
| HNA5001 Gerontic Nursing Studies 1 | 20 | 3 |
| HNA5002 Gerontic Nursing Studies 2 | 20 | 3 |
| HNA5003 Gerontic Nursing Studies 3 | 20 | 3 |
| HNL5001 Palliative Care Nursing Studies 1 | 20 | 3 |
| HNL5002 Palliative Care Nursing Studies 2 | 20 | 3 |
| HNL5003 Palliative Care Nursing Studies 3 | 20 | 3 |
| HNM5001 Cancer Nursing Studies 1 | 20 | 3 |
| HNM5002 Cancer Nursing Studies 2 | 20 | 3 |
| HNM5003 Cancer Nursing Studies 3 | 20 | 3 |
| HNN5001 Neuroscience Nursing Studies 1 | 20 | 3 |
| HNN5002 Neuroscience Nursing Studies 2 | 20 | 3 |
| HNN5003 Neuroscience Nursing Studies 3 | 20 | 3 |
| HNO5001 Orthopaedic Nursing Studies 1 | 20 | 3 |
| HNO5002 Orthopaedic Nursing Studies 2 | 20 | 3 |
| HNO5003 Orthopaedic Nursing Studies 3 | 20 | 3 |
| HNP5001 Paediatric Nursing Studies 1 | 20 | 3 |
| HNP5002 Paediatric Nursing Studies 2 | 20 | 3 |
| HNP5003 Paediatric Nursing Studies 3 | 20 | 3 |
Master of Midwifery

Incorporating -

Graduate Diploma in Midwifery

Course Code: HGMW

(Course structure subject to final accreditation)

Course Objectives

The aim of the program is to prepare graduates who will be expected to provide comprehensive midwifery care. The program seeks to:

• provide students with learning experiences to enable them to competently care for women during the childbearing continuum;

• enhance students personal and professional growth within the discipline of midwifery; and,

• provide eligibility for endorsement as a midwife on the Division 1 Register with the Nurses Board of Victoria.

Admission Requirements

Graduate Diploma

To qualify for admission to the course applicants must:

(zzz) be registered or be eligible to register with the Nurses Board of Victoria as a Division 1 Nurse;

(aaaa) hold an undergraduate degree in Nursing or an equivalent; and

(bbbb) hold a current practising certificate from the Nurses Board of Victoria.

Applicants who do not meet the normal admission requirements but who possess appropriate education qualification, work or life experiences which would enable them to successfully undertake the course, will be considered.

Applicants must demonstrate that they possess the educational preparation and capacity to pursue graduate studies.

Additional requirements for admission to the course may be prescribed by the School.

Master of Midwifery

To qualify for admission to the course applicants must normally:

(cccc) be registered with the Nurses Board of Victoria as a Division 1 Nurse, with endorsement as a Midwife; and

(dddd) hold a current annual practising certificate from the Nurses Board of Victoria.

Applicants must also satisfy the School that they possess the educational preparation and capacity to pursue graduate studies.

Additional requirements for admission to the course may be prescribed by the School. Admission will be at the discretion of the Head of School.

Course Durations

The course is offered over four semesters. Semesters one and two comprise the Graduate Diploma in Midwifery and are offered on a full-time basis or part-time equivalent. The third and fourth semesters complete the articulated sequence of study leading to the Master of Midwifery and are offered on a part-time basis only.

Course Structure

Graduate Diploma

The course consists of seven subjects, some incorporating clinical practice. The clinical practice component will consist of short and long term agency supervised placements. Supervision will be provided by experienced Midwives.

<table>
<thead>
<tr>
<th>Subject</th>
<th>Credit</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>HNM5010 Sociopolitical Aspects of Midwifery</td>
<td>15</td>
<td>39</td>
</tr>
<tr>
<td>HNM5011 Primary Care Midwifery</td>
<td>30</td>
<td>78</td>
</tr>
<tr>
<td>HNR0001 Introduction to Research Design and Methods</td>
<td>10</td>
<td>39</td>
</tr>
<tr>
<td>HNM5020 Collaborative Midwifery</td>
<td>30</td>
<td>78</td>
</tr>
<tr>
<td>HNM5021 Psychosocial Contexts of Maternity</td>
<td>15</td>
<td>39</td>
</tr>
<tr>
<td>HNM5022 Consolidation of Midwifery Practice</td>
<td>20</td>
<td>160</td>
</tr>
</tbody>
</table>

Course Total: 120 273 524

Master of Midwifery

The Master of Midwifery comprises the Graduate Diploma plus one of the following pathways:

Pathway 1 - Practice Focus

<table>
<thead>
<tr>
<th>Subject</th>
<th>Credit</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>HNM6011 Counselling in the Health Care Context</td>
<td>10</td>
<td>39</td>
</tr>
</tbody>
</table>

Pathway 1 Total: 60 156

Pathway 2 - Research Focus

<table>
<thead>
<tr>
<th>Subject</th>
<th>Credit</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>HNM6040 Research Planning</td>
<td>15</td>
<td>39</td>
</tr>
</tbody>
</table>

Pathway 2 Total: 60 156

Cumulative Program Total: 180 589*

*Includes clinical practice.

Professional Recognition

Graduates from this program will be eligible for registration as a Midwife with the Nurses Board of Victoria. Graduates may also apply for membership of the Australian College of Midwives Inc.

Academic Progression

Refer to the School Regulations A at the end of this section of the Handbook.

Master of Public Health Nursing

Incorporating -

Graduate Certificate in Public Health Nursing

Course Code: HMPH

(Course availability in 2002 subject to final accreditation)

<table>
<thead>
<tr>
<th>Subject</th>
<th>Credit</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>HHA6115 Minor Thesis (Full-time)</td>
<td>45</td>
<td>117</td>
</tr>
<tr>
<td>or HHA6116 Minor Thesis (Part-time)</td>
<td>45</td>
<td>117</td>
</tr>
</tbody>
</table>

Pathway 2 Total: 60 156

Cumulative Program Total: 180 589*
Graduate Diploma in Public Health Nursing

Course Code: HGPU

Course Objectives
The course aims to prepare graduates with:

- enhanced knowledge and skills for professional practice as specialist nurses in public and community health;
- knowledge and skills to enable them to participate fully in a cross-disciplinary public health team;
- ability to integrate knowledge relevant to nursing and public health and apply this to public health issues;
- enhanced educational and personal skills for lifelong learning.
- the ability to respond with authority to global health needs and issues.

Course Duration
The course is offered over three semesters on a full-time basis or part-time equivalent. Upon successful completion of the first semester of study students may exit with the Graduate Certificate in Public Health Nursing. Upon successful completion of the second semester of study students may exit with the Graduate Diploma in Public Health Nursing. The third and final semester of study completes the articulated sequence of study leading to the Master of Public Health Nursing.

Admission Requirements
To qualify for admission to the course applicants must hold an undergraduate degree in Nursing, or equivalent, and be registered with the Nurses Board of Victoria. In addition, applicants choosing to undertake the Maternal and Child Health stream must be currently endorsed as a midwife by the Nurses Board of Victoria.

Applicants who do not meet the normal admission requirements will be considered if they are eligible for registration as a Division 1 Nurse with the Nurses Board of Victoria, have relevant professional experience in Nursing, as approved by the School, and meet such other requirements as are perceived appropriate by the School.

Course Structure

<table>
<thead>
<tr>
<th>Semester One</th>
<th>Credit Points</th>
<th>Hours/Week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HNM6011 Counselling in the Health Care Context</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HNU5003 Psychosocial Issues of the Family</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HNU5004 Health Promotion and Education</td>
<td>10</td>
<td>3</td>
</tr>
<tr>
<td>HNU5001 Health and Development of the Young Family** or HNU5002 Health and Development in Childhood and Adolescence**</td>
<td>20</td>
<td>3</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Semester Two</th>
<th>Credit Points</th>
<th>Hours/Week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HNU5005 Issues of Professional Practice</td>
<td>10</td>
<td>3</td>
</tr>
<tr>
<td>HNU5006 Public Health Policy and Practice</td>
<td>10</td>
<td>3</td>
</tr>
<tr>
<td>HFR0001 Advanced Quantitative Research Methods or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HFR0002 Advanced Qualitative Research Methods</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HNU5001 Health and Development of the Young Family** or HNU5002 Health and Development in Childhood and Adolescence**</td>
<td>20</td>
<td>3</td>
</tr>
</tbody>
</table>


Semester Three

HHA6116 Minor Thesis (full-time) 60 117
Course Total: 180 429
*Professional fieldwork practice is not included in these hours.
#Subjects requiring two semesters of study. Thus, the subject taken in semester one must also be taken in semester two.

Professional Recognition
Graduates will be eligible for membership with the Public Health Association (PHA); Health Promotion Special Interest Groups of PHA; School Nurses Special Interest Group, ANF; Maternal & Child Health Nurses Special Interest Group, ANF; Royal College of Nursing Australia.

Master of Nursing (by Research)

Course Code: HRNR

Course Objectives
The Master of Nursing (by Research) is offered to students who have demonstrated the ability to undertake extensive study and research in a focused area of nursing. Although expected to demonstrate a high degree of independence, the student works under the guidance of a qualified and experienced supervisor. While the successful completion of this qualification depends entirely upon the examination of the thesis, the School of Nursing also places great emphasis on the development of research skills and background knowledge deemed necessary for successful completion of the research project.

Areas of Specialisation
Staff within the School will supervise research in a number of areas of specialisation including:
- Acute Care Nursing
- Clinical Education
- Community Health Nursing
- Critical Care Nursing
- Death and Dying
- Ethics in Nursing Practice
- Gerontic Nursing
- Health Care Policy/Administration
- International Health
- Mental Health
- Midwifery
- Neuroscience Nursing
- Nursing Education
- Nursing Theory and Clinical Practice
- Oncology and Epistemology of Caring
- Orthopaedic Nursing
- Paediatric Nursing
- Palliative Care
- Primary Health Care
- Professional Nursing Issues
- Public Health
- Women's Health

These areas of study are not exhaustive and applicants are advised to contact the School directly to discuss their proposed area of study.

Course Duration
Completion of the Master of Nursing (by Research) normally requires two years of full-time study or part-time equivalent.
Admission Requirements
The qualify for admission to the Master of Nursing applicants must hold an undergraduate degree in nursing or equivalent.

Some students may be required to undertake additional studies in specific areas, for example advanced research subjects.

Degree Requirements
In order to be awarded the Master in Nursing (by Research) students must undertake an appropriate research design subject, or any other subject, as required by the School; have their candidature approved by the University; and successfully complete a thesis, undertaken with appropriate supervision.

Doctor of Philosophy
Course Code: HPNU

The school of Nursing offers PhD research supervision in the following areas:
- Mental Health
- Public Health
- Family Health
- Ontology and Epistemology of Caring
- Human Health and Illness experiences
- Clinical Research

Students who have areas of interest in nursing other than those listed are nevertheless encouraged to discuss enrolment possibilities with the School, which can facilitate co-supervisory links with other schools or institutions.

Admission Requirements
To qualify for admission to the Doctor of Philosophy applicants must have:
(eee) a Master degree; or
(fffe) a four-year undergraduate degree with honours normally at upper second class level (H2A) or equivalent;
(gggg) exceptional related research experience.

Some students may be required to undertake additional studies in specific areas, for example advanced research subjects.

Course Duration
Completion of the Doctor of Philosophy normally requires three years of full-time study or part-time equivalent.

Degree Requirements
In order to be awarded the Doctor of Philosophy students must undertake an appropriate research design subject, or any other subject as required by the School; have their candidature approved by the University and present their proposal to an appropriate research support group; and successfully complete a thesis, undertaken with appropriate supervision. Students must receive a satisfactory progress report each semester.

School Regulations A
The following should be read in conjunction with the Faculty Regulations detailed earlier in this Handbook, and the University Statutes and Regulations.

Disciplinary Fails
A student who has been awarded a fail in a subject on disciplinary grounds, e.g. for cheating, may not enrol in any further subjects in any major sequence of which the subject forms a part without the permission of the Faculty Progress Committee.

School Regulations B
The following should be read in conjunction with the Faculty Regulations detailed earlier in this Handbook, and the University Statutes and Regulations.

Academic Progression
Students shall normally complete all semester subjects in which they are enrolled before proceeding to the next semester.
Postgraduate Subject Details

AAA5030 TEACHING ASIA 1

Campus Footscray Park.

Prerequisite(s) Normally at least a Bachelor's degree or its equivalent and a recognised professional qualification in education or teaching.

Content The subject presents an historical sociology of Australian culture as it has affected Australia's relations with selected East and Southeast Asian societies. It will involve an historical examination of Australia's relations with the region. Australia's foreign policy towards selected countries will be critically examined. Students will be introduced to contemporary debates on Australia's "engagement" with "Asia". Particular emphasis will be placed on China, Japan and Indonesia.


Subject Hours Eighteen hours for one semester.

Assessment One literature review exercise of 1500 words (40%); one essay of 2500 words (60%).

AAA5031 TEACHING ASIA 2

Campus Footscray Park.

Prerequisite(s) Normally at least a Bachelor's degree or its equivalent and a recognised professional qualification in education or teaching. Also normally satisfactory completion of AAA5030 Teaching Asia 1.

Content The subject presents an historical survey of selected civilizational traditions in East, Southeast, and South Asian societies. It will introduce students to the processes of accommodation and adaptation of the great religious traditions that have taken place in China, Japan, Indonesia and India and examine how this is reflected in literature and art. The subject will explore the processes of social, cultural and religious change of these societies in the post-colonial world. The approach will be comparative and will draw on the disciplines of anthropology, history and political science.


Subject Hours Eighteen hours for one semester.

Assessment One literature review exercise of 1500 words (40%); one long essay of 2500 words (60%).

ACA5001 FOUNDATIONS OF LANGUAGE

Campus Footscray Park.

Prerequisite(s) Nil.

Content This subject will examine the various hypotheses and theoretical underpinnings of first and second language acquisition.

Required Reading To be advised by lecturer.


Subject Hours Three hours per week for one semester comprising one one-hour lecture and one two-hour workshop.

Assessment 1 class assignment of 500 words 10%; 1 class assignment of 1000 words, 20%; 1 written assignment of 1000–1500 words, 35%; 1 written assignment of 1500 words, 35%.

APT1025 INDIVIDUAL AWARENESS

Campus St Albans

Prerequisite(s) Admission to the Graduate Diploma in Counselling or consent of the course co-ordinator

Content Discovery of self: investigation of fear of self-revelation and defence mechanisms; personality testing (Myer-Briggs); concept of individual growth. Exploration of potentially difficult discussion topics including death and dying, suicide, sexual concerns including loss and sexual potency and/or organs, AIDS and safe sexual practices; rape, incest and violence; anger; depression; religion; cross cultural issues and ethnic identity (may vary according to group). Format of classes includes group participation, basic introduction to group dynamics, building communication skills in the group, setting ground rules.

Required Reading To be advised by lecturer

Recommended Reading To be advised by lecturer

Subject Hours Two hours per week for one semester.

Assessment Autobiography exploring one's personal growth and counselling philosophy; Journal reflecting on process of classes. Minimum of 80% attendance is required (subject to change).

APT1035 THEORIES AND TECHNIQUES OF

229
COUNSELLING

Campus St Albans

Prerequisite(s) Admission to the Graduate Diploma in Counselling, or consent of the course co-ordinator.

Content This unit will focus on an exploration of the theoretical issues and practical skills associated with a range of counselling paradigms. Person Centred, Gestalt, Existential, Behavioural, Cognitive Behavioural and Psychodynamic theories will be addressed. Through role plays and class activities, students will be encouraged to develop their own counselling skills and reflect on their personal development as counsellors.

Required Reading To be advised. 

Subject Hours Three hours per week for one semester.

Assessment Theory paper 50%, counselling demonstration, 50%.

AXH5001 THE UNIVERSITY IN HISTORY

Campus St Albans.

Pre-requisite(s) Nil.

Content Participants will be assisted in developing their skills to trace the role of universities and other centres of learning in the evolution of particular societies, to analyse the range of policy choices in the development of universities, to understand the development of specific disciplines and their connection to wider social contexts and to construct scenarios for the future of the university ideal. They will be enabled to do this through a study of topics including the university ideal in classical antiquity and the medieval university; Eastern and Islamic traditions of learning; the nineteenth-century revival of the university; the golden age of the European intellectual; Oxbridge and the British Empire; American developments and the multi-versity; nation building and the university; The Cold War universities; theories of education and development; the impact of the New Right; and the future of Australian universities.

Required Reading To be advised.


Subject Hours The equivalent of 3 hours per week per semester.

Assessment Class paper, 30%; literature search, 10%; essay plan, 10%; major essay of 5000 words or participants will reflect on a current policy issue in the light of historical perspectives, 50%.

BAO5405 SPORT FINANCE

Campus City Flinders, Footscray Park.

Prerequisite(s) Nil.

Content This subject aims to provide students with a sound understanding of the economic and financial parameters which surround the operation of sport organisations and the pivotal role of fundraising and budgeting in guiding a sporting organisation's programs and activities. Balance sheets, revenue statements and cash flow statements will be studied and used to diagnose the financial health of sporting organisations and to identify workable funding and budgeting strategies. The ethical dimensions of financial management and accounting practice will also form part of the curriculum.

Required Reading Howard, D. R. & Crompton, J. L. 1995, Financing Sport, Fitness Information Technology, Morgantown, WV.


Subject Hours Three hours per week for one semester comprising one three hour lecture/seminar or equivalent.

Assessment Projects (2 x 25%); 50% examination, 50%. All components of assessment must be satisfactorily completed.

BLO5400 SPORT AND THE LAW

Campus City Flinders, Footscray Park.

Prerequisite(s) Nil.

Content This subject addresses sport policies and practices in the context of the Australian legal system and the law. An overview of the Australian legal system will be followed by an examination of a number of applied legal issues in sport which include: statutory requirements for sport and sport science institutions, injury liability, duty of care, health and safety, anti-discrimination and equal opportunity, contracts, restraint of trade and other trade practices. Consideration will also be given to the legal implications of the introduction of new communication and medical technologies in sporting organisations and practices, natural justice and sport tribunals, defamation, and contract law.


Subject Hours Three hours per week for one semester comprising one three hour lecture / seminar or equivalent.

Assessment Papers/presentations, 50%; examinations, 50%. All components of assessment must be satisfactorily completed.

HEG1000 UNDERSTANDING EXPERIENTIAL LEARNING AND THEORETICAL PERSPECTIVES

Campus Footscray Park

Prerequisite(s) Nil.

Content Understanding Intervention will include an investigation into the cultures, subcultures, psychology and social experience of key periods across the life span with a major focus on youth. Understanding group processes, crisis intervention and anger management, will be discussed along with strategies to encourage people to accept opportunities to reflect on their present life patterns with a bid to change them. The integration of individuals within their community, and the ethics and values relative to a range
of intervention approaches utilising experiential education will be covered.


**Subject Hours** 39 hours for one semester in lectures, workshops or equivalent.

**Assessment** Two written assignments totalling 5000 words (graded) and satisfactory participation in practical components.

### HEG1001 WILDERNESS ADVENTURE BASED EXPERIENTIAL LEARNING THEORY AND PRACTICE

**Campus** Footscray Park

**Prerequisite(s)** First Aid qualifications

**Co-requisite** HEG1000 Understanding Experiential Learning and Theoretical Perspectives; or equivalent.

**Content** Investigation into the implications of Wilderness Adventure Based Programming including group management and facilitation procedures for remote environments, environmental perspectives and their connection to the human psyche/spirit and the application of diverse programs. Aspects of legal liability, duty of care, crisis and risk management will also be investigated.


**Subject Hours** 39 hours for one semester including lectures, workshops or equivalent.

**Assessment** Two written assignments totalling 5000 words (graded) and satisfactory participation in practical component of the journey experience.

### HEG1002 PROGRAMMING THE JOURNEY

**Campus** Footscray Park

**Prerequisite(s)** First Aid qualifications; HEG1001 Wilderness Adventure Based Experiential Learning Theory and Practice; or equivalent.

**Content** Understanding current theories and practice of journey mechanisms and expeditions are the major focus of this subject. The selection of appropriate program content and environments, selecting and sequencing activities, and developing practical skills and experience will also be incorporated.


**Subject Hours** 39 hours for one semester including lectures, workshops or equivalent.

**Assessment** Two written assignments totalling 5000 words (graded) and satisfactory participation in practical component of the journey experience.

### HEG1003 CURRENT ISSUES IN COMMUNITY ARTS

**Campus** Footscray Park

**Prerequisite(s)** Nil; or equivalent.

**Co-requisite** HEG1000 Understanding Experiential Learning and Theoretical Perspectives; or equivalent.

**Content** The first half of this practical course will involve the demonstration of different arts education processes. This will involve both visits to schools and community groups. There will be study of community arts theory relevant to the work projects being demonstrated involving an in depth analysis of the process of empowerment. The second part of the course will involve students planning and delivering their own arts workshops, working in small groups and concentrating on projects of immediate practical value to their own situations.
**Required Reading**


**Recommended Reading**


**Subject Hours**

39 hours for one semester including lectures, workshops, or equivalent.

**Assessment**

One written assignment of 4000 words (75%); and one oral presentation (25%).

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**HEG1004 COMMUNITY ARTS PROJECT MANAGEMENT**

**Campus**

Footscray Park

**Prerequisite(s)**

HEG1000 Understanding Experiential Learning and Theoretical Perspectives; HEG1003 Current Issues in Community Arts; or equivalent.

**Content**

The first part of this course will involve students studying arts projects involving presentation or performance in a variety of contexts and evaluating them in relation to relevant theory. Project planning, funding and management structures will be examined. Projects will be considered within an overview of the role of the arts in society. The second part of the course will involve students planning their own performance/presentation project in conjunction with a community organisation.

**Required Reading**


**Recommended Reading**


**Subject Hours**

39 hours for one semester including lectures, workshops, or equivalent.

**Assessment**

One written assignment of 4000 words (75%); and one 15 minute oral presentation (25%).

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**HEG1005 YOUTH LITERACY: THEORIES AND STRATEGIES FOR LEARNING**

**Campus**

Footscray Park

**Prerequisite(s)**

Nil.

**Co-requisite**

HEG1000 Understanding Experiential Learning and Theoretical Perspectives, or equivalent.

**Content**

This subject will provide an overview of theories of adult learning and an examination of concepts of literacy, critical literacy and cultural literacy as they relate to participants in special programs. There will be a focus on literacy in relation to personal and social skills as well as vocational training. Theories and strategies in relation to numeracy, technical literacy and computer literacy and an examination of the relationship between spoken and written language and the development of knowledge will be introduced. Theoretical study and discussion will be closely interwoven with reflections on practice, and students will be able to share experiences and learn from each other. There will be a focus on recent research into practices 'on the ground' in Mutual Obligation and other youth literacy programs.

Students will be introduced to methods and techniques for teaching literacy to adults and explore group management strategies with particular emphasis on engaging young people in formal and informal learning.

**Required Reading**


**Recommended Reading**


**Subject Hours**

39 hours for one semester including lectures, workshops, or equivalent.

**Assessment**

One written assignment of 4000 words (75%); and one oral presentation (25%).

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**HEG1006 YOUTH LITERACY: CONTEXTS AND CHALLENGES**

**Campus**

Footscray Park

**Prerequisite(s)**

HEG1000 Understanding Experiential Learning and Theoretical Perspectives; HEG1005 Youth Literacy: Theories and Strategies of Learning; or equivalent.

**Content**

This program will provide an overview of youth programs and recent policy development in relation to youth education. It will introduce students to debates about the relationship between youth literacy, structural unemployment and the global economy, youth culture and representations of youth. It will encourage debate and social action in regard to the educational needs of ‘youth at risk’.

**Required Reading**


**Recommended Reading**


**Subject Hours**

39 hours for one semester including lectures, workshops, or equivalent.
HEG101 SCIENCE AND TECHNOLOGY
Campus: Footscray Park, Melton.
Prerequisite(s): Nil.
Content: Participants will work through a range of classroom activities for specific science and technology themes and develop an understanding of how children learn about science and technology. They will also develop skills and strategies for planning and including science in the primary and middle school curriculum.
Subject Hours: 18 hours of workshops and 21 hours in a school-based independent Action Research project.
Assessment: Report of Action Research project (3500 words), 100%.

HEG102 VOCATIONAL EDUCATION AND TRAINING
Campus: Footscray Park, Melton.
Prerequisite(s): Nil.
Content: Participants will be involved in the analysis of case studies which show the various approaches used by schools to include vocational education pathways within their post-compulsory schooling programs. Issues concerning the design and implementation of dual recognition subjects, apprenticeships and traineeships, credit transfer, workplace learning, enterprise skills and the inclusion of Key Competencies will form the basis of the analysis. The needs and options of particular groups of students, such as girls or students living in localities of particularly high levels of unemployment will be explored.
Subject Hours: 18 hours of workshops and 21 hours in a school-based independent Action Research project.
Assessment: Report of Action Research project (3500 words), 100%.

HEG103 RECENT DEVELOPMENTS IN CURRICULUM
Campus: Footscray Park, Melton.
Prerequisite(s): Nil.
Content: Participants will work through a range of classroom applications for new or changing content in a particular key learning area. They will develop skills and strategies for planning and including these new content areas into the curriculum and learning program for their classroom.
Required Reading: Board of Studies 1995 Curriculum and Standards Framework. Carlton: Board of Studies
Subject Hours: 18 hours of workshops and 21 hours in a school-based independent Action Research project.
Assessment: Report of Action Research project (3500 words), 100%.

HEG104 LITERACY IN THE CLASSROOM
Campus: Footscray Park, Melton.
Prerequisite(s): Nil.
Content: Participants will be introduced to aspects of the literacy debate, with particular reference to applications in particular school settings: for example the early Primary years and the Middle Years. The subject will consider implications for curriculum design which acknowledge diversity among learners and the identification and reporting of outcomes.
Required Reading: Board of Studies, Victoria, 1996, English Curriculum and Standards Framework and Course Advice. Carlton: Board of Studies.
Subject Hours: 18 hours of workshops and 21 hours in a school-based independent Action Research project.
Assessment: Report of Action Research project (3500 words), 100%.

HEG105 OUTDOOR EDUCATION
Campus: Footscray Park, Melton.
Prerequisite(s): Nil.
Content: The subject will introduce teachers to the theory and practice of teaching and learning in the outdoors. Emphasis will be given to the application of environmental inquiry in education and to questions of leadership and safety in the outdoors. The subject will examine the capacity that outdoor education has for the enhancement of individual development and a sense of strength and belonging, for the development of team work and for understanding of the aesthetic and life-giving properties of the natural environment.
Recommended Reading: Miles, J & Priest, S. Ed. 199. Adventure Education, State College PA: Venture Publishing Inc.
Subject Hours: 18 hours of workshops and 21 hours in a school-based independent Action Research project.
Assessment: Report of Action Research project (3500 words), 100%.
HEG1306 MATHEMATICS IN THE CLASSROOM

Campus: Footscray Park, Melton.
Prerequisite(s): Nil.
Content: The subject will introduce teachers to current research on mathematics teaching and curriculum. Consideration will be given to the implications for curriculum design which acknowledges diversity among learners, the use of learning technologies and the reporting of learning outcomes. Participants will be given an opportunity to enhance their mathematical understanding.

Required Reading: Board of Studies 1995 Curriculum and Standards Framework: Mathematics, Carlton: Board of Studies.


Subject Hours: 18 hours of workshops and 21 hours in a school-based independent Action Research project.
Assessment: Report of Action Research project (3500 words), 100%.

HEG1307 LEARNING TECHNOLOGIES

Campus: Footscray Park, Melton.
Prerequisite(s): Nil.
Content: This subject is designed for teachers who have limited knowledge of or experience with computers. Participants will be introduced to concepts which will enable them to contribute to school planning on issues involving computers, including the Internet and multimedia. The subject is practically oriented and participants will develop understanding and skills in word processing and other applications, such as importing graphics. The practical activities will enable participants to work towards the production of a curriculum program which includes the use of Learning Technologies.

Required Reading: Notes for learning to use the software will be provided by the lecturer.


Subject Hours: 18 hours of workshops and 21 hours in a school-based independent Action Research project.
Assessment: Report of Action Research project (3500 words), 100%.

HEG1308 MIDDLE YEARS OF SCHOOLING

Campus: Footscray Park, Melton.
Prerequisite(s): Nil.
Content: The subject will present the findings of research in the middle years of schooling from Australian and international sources. Emphasis will be given to work undertaken in Australia by organisations such as the National Schools Network. Teachers will be required to develop, trial and report a classroom innovation in the middle years of schooling.

Required Reading: Australian Curriculum Studies Association 1996 From Alienation to Engagement: Opportunities for Reform in the Middle Years of Schooling (three volumes). PO Box 884 Belconnen, ACT 2616: Australian Curriculum Studies Association Inc. National Schools Network 1996. Middle Years Kit. Ryde, NSW: National School Network.

Subject Hours: One one-hour lecture and four three-hour workshops for one semester and 18 hours of workshops and 21 hours in a school-based independent Action Research project.
Assessment: Report of Action Research project (3500 words), 100%.

HEG1309 GENDER AND EDUCATION

Campus: Footscray Park, Melton.
Prerequisite(s): Nil.
Content: Participants will review the current experiences and outcomes for girls and boys and be introduced to a range of approaches to gender equity and reform used in primary and secondary schools. Strategies for developing gender inclusive and expansive curriculum and programs which address issues such as sexual harassment, alienation of boys and post school options for girls and boys will be explored. Participants will be encouraged to evaluate their schools policies and programs in relation to gender.


Subject Hours: 18 hours of workshops and 21 hours in a school-based independent Action Research project.
Assessment: Report of Action Research project (3500 words), 100%.

HEG1310 PORTFOLIO DEVELOPMENT

Campus: Footscray Park, Melton.
Prerequisite(s): Nil.
Content: Through an investigation of professional practice, teachers will generate a personal portfolio which will be applicable to a wide range of professional purposes including employment, promotion and credit in university programs. The subject will examine approaches to documenting and understanding workplace achievement and learning, using for example case writing and work samples.

Required Reading: Retallack, J. and Groundwater-Smith, S. 1996. The Advancement of Teacher Workplace Learning, Centre for Professional Development, Charles Sturt University: DEETYA.


Subject Hours: 18 hours of workshops and 21 hours in a school-based independent Action Research project.
Assessment: Report of Action Research project (3500 words), 100%.

HEG1311 PHILOSOPHICAL INQUIRY IN EDUCATION

Campus: Footscray Park, Melton.
Prerequisite(s): Nil.
Content: This subject is designed for teachers who have limited knowledge of or experience with computers. Participants will be introduced to concepts which will enable them to contribute to school planning on issues involving computers, including the Internet and multimedia. The subject is practically oriented and participants will develop understanding and skills in word processing and other applications, such as importing graphics. The practical activities will enable participants to work towards the production of a curriculum program which includes the use of Learning Technologies.

Required Reading: Notes for learning to use the software will be provided by the lecturer.


Subject Hours: 18 hours of workshops and 21 hours in a school-based independent Action Research project.
Assessment: Report of Action Research project (3500 words), 100%.

HEG1312 MIDDLE YEARS OF SCHOOLING

Campus: Footscray Park, Melton.
Prerequisite(s): Nil.
Content: The subject will present the findings of research in the middle years of schooling from Australian and international sources. Emphasis will be given to work undertaken in Australia by organisations such as the National Schools Network. Teachers will be required to develop, trial and report a classroom innovation in the middle years of schooling.

Required Reading: Australian Curriculum Studies Association 1996 From Alienation to Engagement: Opportunities for Reform in the Middle Years of Schooling (three volumes). PO Box 884 Belconnen, ACT 2616: Australian Curriculum Studies Association Inc. National Schools Network 1996. Middle Years Kit. Ryde, NSW: National School Network.

Subject Hours: One one-hour lecture and four three-hour workshops for one semester and 18 hours of workshops and 21 hours in a school-based independent Action Research project.
Assessment: Report of Action Research project (3500 words), 100%.

HEG1313 GENDER AND EDUCATION

Campus: Footscray Park, Melton.
Prerequisite(s): Nil.
Content: Participants will review the current experiences and outcomes for girls and boys and be introduced to a range of approaches to gender equity and reform used in primary and secondary schools. Strategies for developing gender inclusive and expansive curriculum and programs which address issues such as sexual harassment, alienation of boys and post school options for girls and boys will be explored. Participants will be encouraged to evaluate their schools policies and programs in relation to gender.


Subject Hours: 18 hours of workshops and 21 hours in a school-based independent Action Research project.
Assessment: Report of Action Research project (3500 words), 100%.

HEG1314 PORTFOLIO DEVELOPMENT

Campus: Footscray Park, Melton.
Prerequisite(s): Nil.
Content: Through an investigation of professional practice, teachers will generate a personal portfolio which will be applicable to a wide range of professional purposes including employment, promotion and credit in university programs. The subject will examine approaches to documenting and understanding workplace achievement and learning, using for example case writing and work samples.

Required Reading: Retallack, J. and Groundwater-Smith, S. 1996. The Advancement of Teacher Workplace Learning, Centre for Professional Development, Charles Sturt University: DEETYA.


Subject Hours: 18 hours of workshops and 21 hours in a school-based independent Action Research project.
Assessment: Report of Action Research project (3500 words), 100%.

HEG1315 PHILOSOPHICAL INQUIRY IN EDUCATION

Campus: Footscray Park, Melton.
Prerequisite(s): Nil.
Content: This subject is designed for teachers who have limited knowledge of or experience with computers. Participants will be introduced to concepts which will enable them to contribute to school planning on issues involving computers, including the Internet and multimedia. The subject is practically oriented and participants will develop understanding and skills in word processing and other applications, such as importing graphics. The practical activities will enable participants to work towards the production of a curriculum program which includes the use of Learning Technologies.

Required Reading: Notes for learning to use the software will be provided by the lecturer.


Subject Hours: 18 hours of workshops and 21 hours in a school-based independent Action Research project.
Assessment: Report of Action Research project (3500 words), 100%.
Content: This subject critically examines the practice of inquiry, and specifically the development of philosophical inquiry in education. It investigates educational practice with particular emphasis on models of practice, such as the community of inquiry which fosters critical and creative thinking in teachers and learners. It explores the role of philosophical thinking, issues and dialogue in responding to and developing negotiated and relevant curriculum in classrooms, and educational decision making. Particular emphasis is given to the development of philosophical understanding and pedagogy which encourages rigorous inquiry as an essential basis for social critique and conscious social action.


Subject Hours: 18 hours of workshops and 21 hours in a school-based independent Action Research project.

Assessment: Report of Action Research project (3500 words), 100%.

HEG1312 FULL-SERVICE SCHOOLS

Campus: Footscray Park, Melbourne.

Prerequisite(s): Nil.

Content: Participants will consider links between the family, the local community and the school as a site for the delivery of a range of educational and welfare services. Case studies will illustrate ways of setting up full-service schools and will consider current initiatives related to school-focused and school-based programs. Participants will be given to the relationships between teachers and other professionals who work in support of young people and their families. Consideration will also be given to ways in which young people develop understanding of the community in which they live and ways in which they can have an impact on it.


Subject Hours: 18 hours of workshops and 21 hours in a school-based independent Action Research project.

Assessment: Report of Action Research project (3500 words), 100%.

HEG1313 SCHOOL CHANGE

Campus: Footscray Park, Melbourne.

Prerequisite(s): Nil.

Content: Participants will be introduced to the extensive research concerning school reform. The work of organisations such as the National Schools Network will inform a consideration of the question, ‘What is getting in the way of teaching and learning?’ Teachers will be introduced to strategies to review their schools’ organisational structures and work practices.


Subject Hours: 18 hours of workshops and 21 hours in a school-based independent Action Research project.

Assessment: Report of Action Research project (3500 words), 100%.

HEG1410 MINOR ACTION RESEARCH PROJECT

Campus: Footscray Park, Melbourne.

Prerequisite(s): Nil.

Content: In this subject participants will be required to complete an action research project on an elected focus related to their professional work. During seminars participants will learn about the action research process, receive direction and assistance in formulating an action research plan, discuss relevant current classroom activities and research findings and share the results of their own research.


Subject Hours: Thirty-nine hours per semester comprising one one-hour lecture and five three-hour seminars per semester and 24 hours of supervised project work.

Assessment: Action research proposal (1500 words), 33.3%; journal (3000–4000 words), 33.3%; oral or workshop presentation of findings, 33.3%.

HEG1411 MAJOR ACTION RESEARCH PROJECT

Campus: Footscray Park, Melbourne.

Prerequisite(s): Nil.

Content: In this subject participants will be required to complete an action research project on an elected focus related to their professional work. During seminars participants will learn about the action research process, receive direction and assistance in formulating an action research plan, discuss relevant current classroom activities and research findings and share the results of their own research.

Subject Hours Seventy-eight hours over two semesters comprising one two-hour lecture and ten three-hour seminars and 46 hours of supervised project work.

Assessment Documentation of an action research plan (1500 words); journal; review of the literature (1500 words); progress report (1500 words). Presentation of research findings to peers at an appropriate venue or preparation of a paper on their research findings for publication in a teacher organisation journal.

HEG1502 EVALUATION

Campus Footscray Park.

Prerequisite(s) Nil.

Content An introduction to the theory and practice of curriculum in education and training settings. Lectures will seek to provide students with basic concepts for studying curriculum including design, development, curriculum principles, foundations, implementation, intended and actual curriculum, and other basic concepts. The subject is project based and workshops are used to examine a range of design statements or curriculum projects in ways that complement the lectures.


Subject Hours Three hours per week for one semester.

Assessment The development of a design statement for a curriculum suitable for implementation in participants’ workplaces (3000 words), 70%; an analytical essay (1000 words), 30%.

HEG1504 NOVATION

Campus Footscray Park.

Prerequisite(s) Nil.

Content Continuous social, economic and technological change renders obsolete aspects of the intellectual capital, skills and competitive edge of organizations and individuals. Individuals are exhorted to become lifelong learners, enterprises to become learning organizations, and governments to create a learning society. Most innovation and planned change reflects a response to a perception of need and aims at “improvement” in some terms. Education and training practice has been influenced by developments in, for example, information technology, the application of principles of economic rationalism within a system of centralised goal-setting, and more articulate societal expectations about the accountability of teachers and trainers. The changes include devolved institutional management, curriculum review and development, revised organizational goals, the creation of a private training sector and professional development frameworks. The subject HEG1504 Innovation focusses on planned change at the individual, enterprise and societal levels. It examines values underlying particular innovations and models and strategies for promoting and disseminating change, and factors affecting adoption and institutionalisation. It will examine issues in improving the practice of schools and teachers, the concept of the Learning Organization, and the idea of lifelong learning.


HEG1532 TRAINING DESIGN AND PRACTICE 1

Campus Footscray Park.

Prerequisite(s) Nil.

Content This subject is an introduction to design, delivery and evaluation of training programs. It aims to develop skills in creating short training programs "from scratch", and will explore design of competency based curriculum. Students will practise writing demonstrable and observable learning outcomes, identify starting levels, sequence content, apply a range of delivery methods and skills, and design and use evaluation as a continuous improvement tool. The emphasis is on practical skills, and students will practise different training and presentation skills. Students will be required to apply action learning principles and practice to their own learning experience.


Subject Hours Three hours per week for one semester.

Assessment Participants will maintain a diary of activities engaged in; undertake a workplace project and submit a self evaluative written report demonstrating the application of action learning (5,000 words), 100%; make a presentation on the work undertaken.

HEG1534 WELFARE SUPPORT MANAGEMENT 1

Campus Footscray Park.

Prerequisite(s) Nil.

Content This subject is designed to enhance the roles of those working in education and training by addressing the links between home/family, school and work. In so doing, participants will have the opportunity to explore their understandings of ways in which home/family, school and work interact with and impinge on individual and community development.


Subject Hours Three hours per week for one semester.

Assessment The content will be delivered in a Footscray seminar and the active participation in issues-oriented seminars initiated by other participants; the preparation of a written report in which the particular “issue” is addressed (5,000 words), 100%.

HEG1535 WELFARE SUPPORT MANAGEMENT 2

Campus Footscray Park.

Prerequisite(s) HEG1534 Welfare Support Management 1; or equivalent.

Content The content of this subject will follow on from Level One and will assist participants in the development of “packages” which will help them to address stresses which they and others face as a result of the nature of interactions between home/family, school and work. The focus will be on home/work pressures and responsibilities which impact on the individual within the workplace and on career pathways.


Recommended Reading Publications of: The Australian Institute of Family Studies; Commonwealth’s Department of Industrial Relations Work and Family Unit; Conference Board of Canada; Women’s Bureau (Australia); the Swedish Center for Working Life; The Work and Family Information Center; The Conference Board (US); Family and Work Institute (US); Catalyst (US). Other references as recommended, depending upon the particular focus of individual students.

Subject Hours Three hours per week for one semester.

Assessment Participants will develop and trial packages for assisting in the alleviation of home/family, school and work stresses. Such packages could take the form in full or part of business plans and career path outlines, both of which would pinpoint specific strategies, goals, and targets within the format of competency-based standards. The production of such packages will
require the examination of current relevant literature and identification of realistic examples/issues around which to develop such materials. Final assessment will consider the end product in relation to the quality of such research and of responses to the outcomes of the trialling processes. Package, 100%.

HEG1536 PROFESSIONAL CONSULTANCY 1

Campus: Footscray Park.
Prerequisite(s): Nil.
Content: The subject offers an introduction to the role of the in-house and external consultant in education and training. It focuses on the skills and experience of effective consultants, the stages of a consultancy, strategies for promoting change available to consultants, factors affecting how specific consultancies are carried out, and how an organization acts on findings and recommendations from a consultancy.

Subject Hours: Three hours per week for one semester.
Assessment: Report on a consultancy or series of consultancies within a specific organization (5,000 words), 100%.

HEG1537 PROFESSIONAL CONSULTANCY 2

Campus: Footscray Park.
Prerequisite(s): HEG1536 Professional Consultancy 1; or equivalent.
Content: The subject focuses on such aspects as the leadership role of consultants, cultural contexts in which consultants work, the design of tender proposals, writing of submissions, building a consultancy team, planning, negotiating, implementing and reporting consultancy inputs in response to criteria such as Terms of Reference, expectations and responsibilities of consultants held by different agencies, costing consultancy inputs, ethical issues in undertaking consultancies, the difference between research and consultancy, training for consultancy, and criteria for evaluating the quality of consultancies.
Required Reading: To be advised

Subject Hours: Three hours per week for one semester.
Assessment: Report of a consultancy activity undertaken by the participant (5,000 words), 100%.

HEG1538 ASSESSMENT 1

Campus: Footscray Park.
Prerequisite(s): Nil.
Content: An introduction to the role of the assessor in competency-based and other forms of assessment in education and training, including on- and off-the-job assessment, the design and management of assessment, assessment tools, grading in competency-based systems, reporting outcomes of assessment and reliability and validity in assessment.

Subject Hours: Three hours per week over one semester.
Assessment: Report of a study of assessment practices and issues arising in a workplace (5,000 words), 100%.

HEG1539 ASSESSMENT 2

Campus: Footscray Park.
Prerequisite(s): HEG1538 Assessment 1; or equivalent.
Content: Participants will plan, deliver and evaluate an activity in a workplace which complies with criteria for quality assessment. Class meetings will be used to plan and report on the work done. Readings and other forms of assistance will be provided.

Subject Hours: Three hours per week over one semester.
Assessment: Report and critique of the work undertaken for the subject (5,000 words), 100%.

HEG1540 MATHEMATICS IN EDUCATION AND TRAINING 1

Campus: Footscray Park.
Prerequisite(s): Nil.
Content: This subject will draw on current research and practice to assist teachers and trainers in understanding and designing mathematics and numeracy programs in a range of educational settings including the workplace. Topics will include: critical appraisal of current mathematics and numeracy policy and curriculum documents including the social and political context of such materials, the concept of critical numeracy and its application to curriculum design; the implications of changing technology for mathematics curriculum, pedagogy and delivery of training programs; gender and mathematics and numeracy; the significance of language and literacy for mathematics learning; and assessment of mathematics and numeracy. The emphasis of enquiry in this subject will relate to the workplace contexts of participants.

Subject Hours: Three hours per week over one semester.
Assessment: Literature review (3000 words), 75%; seminar presentation (lead a discussion on a policy document, curriculum program or research paper), 25%.

HEG1541 MATHEMATICS IN EDUCATION AND TRAINING 2

Campus: Footscray Park.
Prerequisite(s): HEG1540 Mathematics in Education and Training 1; or equivalent.
Content Students will further their knowledge of mathematics curriculum through an investigation of an aspect of their work as mathematics educators. The subject will include the topics: mathematics/numeracy program design; designing research questions in mathematics & numeracy; evaluation of mathematics and numeracy programs.


Recommended Reading Bishop, A., Clements, K. Keitel, C., Kilpartrick, J. & Laborde, C. (eds) 1996, International Handbook of Mathematics Education, Kluwer Academic Publishers, Dordrecht. Sullivan, P. & SRSs; finance management of community care exercises; finance management of high and low care of residential systems for aged care; financial planning and computer spreadsheet and management of staff rosters; payroll processing and roster care; accounting and computer systems for aged care; development and management of staff rosters; payroll processing and roster systems for aged care; financial planning and computer spreadsheet exercises; financial management of high and low care of residential facilities; financial management of community care packages; financial management of HACC services; residential care rebuild/renovations projects; operational cost savings strategies and overview of subject.


Subject Hours One three-hour seminar per week for one semester.

Assessment Report on an investigation of an aspect of work as a mathematics educator (5000 words), 100%.

HEG1570 EMPLOYEE RELATIONS

Campus City Flinders, Off Campus.

Prerequisite(s) Nil.

Content The subject provides graduates in aged services with information and skills in industrial relations and human resource management. It explores implications of legislation for employment practices in aged care. Topics include recruitment and selection; managing employee performance; staff development on the job; negotiation skills and enterprise bargaining; leadership team building.


Subject Hours One three-hour seminar per week for one semester.

Assessment Assignment and practical exercises, 100%.

HEG1580 COMPUTING

Campus City Flinders, Off Campus.

Prerequisite(s) Nil.

Content The subject provides an introduction to computer systems in aged services including computer hardware; computer software; aged care and services software; the Internet; introduction to Windows; file management; Word for Windows 95 (word processing); Excel 97 for Windows 95 (spreadsheet); copyright issues; privacy and ethical issues and data security.

Recommended Reading Study material as provided by the lecturer.

Subject Hours One three-hour seminar per week for one semester.

Assessment Class tests and assignments, 100%.

HEG1600 TEACHING PRACTICE

Campus Footscray Park.

Prerequisite(s) Nil.

Content A central part of the course during which students undertake observation of classrooms, supervised teaching practice in their method subjects and a range of school based activities designed to develop their understanding of the role of a teacher and their training competencies.

Required Reading To be advised by lecturer.

Subject Hours Minimum of 45 days during the year.

Assessment Schools reporting on practice.

HEG1602 EDUCATION SYSTEMS AND ISSUES

Campus Footscray Park.

Prerequisite(s) HEG1615 The Broad Context of Teaching; or equivalent.


Required Reading To be advised by lecturer.

Subject Hours Two hours per week for one semester.

Assessment By assignments and projects.

HEG1603 THEORY SKILLS AND PRACTICE OF SCHOOL AND CLASSROOM ORGANISATION

Campus Footscray Park.

Prerequisite(s) Nil.


Required Reading To be advised by lecturer.

Subject Hours Two hours per week for two semesters.

Assessment By assignments and projects.
HEG1604 GENERAL SCIENCE METHOD

Campus: Footscray Park.

**Prerequisite(s):** Appropriate background in Science.

**Content:** Techniques of teaching and classroom management, including inquiry approaches, small and large group projects, discussions, exposition, demonstration, coaching, audiovisual and computer assisted techniques, role play, negotiation. Techniques in curriculum planning, materials development, and resource selection, including the construction of program and lesson plans, the writing of units of work, and the evaluation of available texts and materials. Techniques in assessment and reporting, including learning outcome approaches and descriptive reporting; the construction and use of tests, observation schedules, and exercises such as concept mapping; the establishment of criteria of quality of performance; the organisation and use of student self-assessment and peer assessment. Knowledge of the aims, approaches and resources relevant to general science in the subject, especially as outlined through the CSF and the VCE, and other common resources in the subject area; understanding of the place of general science in the whole-school curriculum.

Central concepts, and skills, relevant to general science and common understandings, interests and difficulties that students have in the area.

Knowledge of operational aspects of teaching general science including, as appropriate, student safety, legal requirements of teachers and schools, use of live animals, design of facilities, management of resources requirements of, and participation in, whole-school management.

Issues important in planning and teaching in the subject, including inclusiveness, individual differences, and the quality of learning for all students; links to industry, the community and life beyond school; gender issues and role expectations; transition from years 6 to 7 and years 10 to 11; use of information technologies in the classroom; assessment for learning and credentials; integrated curriculum development especially with science, numeracy, literacy and technology.

Skills in evaluation and review; including the construction of selection and use of ‘instruments’ to collect data relevant to the planning, implementation, and outcomes of a teaching program; documentation of programs, planning and review; ‘action research’ methods; program budgeting; and working in teams within and beyond the school.

**Required Reading** To be advised by lecturer.

**Subject Hours** Three hours per week for two semesters.

**Assessment** By assignments and projects.

HEG1606 BASIC MATHEMATICS METHOD

Campus: Footscray Park.

**Prerequisite(s):** Nil.

**Content:** Basic teaching skills; planning lessons and units of work; writing worksheets, tests and marking schemes; classroom management strategies; conducting activities; lesson and group work; research for the range of mathematics courses offered in Victorian schools and services provided for mathematics teachers. Current issues in mathematics teaching: language and mathematics; mathematics for a changing school population; transition from primary school; girls and mathematics; calculators; assessment; senior mathematics; problem solving and applications; learning difficulties in mathematics. Curriculum: detailed examination of aims, teaching techniques and resources for the areas of mathematics specified in the secondary mathematics guidelines and the VCE; current issues in mathematics dealt with in a practical way.

**Required Reading** To be advised by lecturer.

**Subject Hours** Three hours per week for two semesters.

**Assessment** By assignments and projects.

HEG1607 ADVANCED MATHEMATICS METHOD

Campus: Footscray Park.

**Prerequisite(s):** Nil.

**Content:** Using micro-computers in the mathematics classroom (software for graphing and calculations, software for class lessons and independent learning, e.g. Anaglyph). Using Logo to teach mathematics—elementary Logo programming and its use in developing mathematical concepts. Children's understanding of mathematics—common misconceptions and difficulties in number, algebra, probability and measurement. The process of mathematical thinking—a study of how people work on problems with a substantial mathematical content, developing awareness of personal problem-solving behaviour, and how to develop problem-solving ability in others. Theories of mathematics learning—Piaget, Bruner, Papert; discovery, inquiry and problem-solving approaches.

**Required Reading** To be advised by lecturer.

**Subject Hours** Three hours per week for two semesters.

**Assessment** By assignments and projects.

HEG1608 PHYSICS METHOD

Campus: Footscray Park.

**Prerequisite(s):** Nil.

**Content:** Techniques of teaching and classroom management, including inquiry approaches, small and large group projects,
discussions, exposition, demonstration, coaching, audiovisual and computer-assisted techniques, role play, negotiation. Techniques in curriculum planning, materials development, and resource selection, including the construction of program and lesson plans, the writing of units of work, and the evaluation of available texts and materials. Techniques in assessment and reporting including work-required approaches and descriptive reporting; the construction and use of tests, observation schedules, and exercises such as concept mapping, the establishment of criteria of quality of performance, the organisation and use of student self-assessment and peer assessment. Knowledge of the aims, approaches and resources specified in the subject, especially as outlined through frameworks and/or the VCE, and other common resources in the subject area; understanding of the place of the subject in the whole-school curriculum. Central concepts, and skills within the subject and common understandings, interests and difficulties that students have in the area. Knowledge of operational aspects of teaching in the subject including, as appropriate; student safety, legal requirements of teachers and schools, design of facilities, management of resources, requirements of, and participation in, whole-school management. Issues important in planning and teaching in the subject, including inclusiveness, individual differences, and the quality of learning for all students; links to industry, the community and life beyond school; gender issues and role expectations; use of information technologies in the classroom; assessment for learning and credentials. Skills in evaluation and review, including the construction (or selection) and use of ‘instruments’ to collect data relevant to the planning, implementation, and outcomes of a teaching program; documentation of programs, planning and review; ‘action research’ methods; program budgeting; and working in teams within and beyond the school.

Required Reading To be advised by lecturer.

Subject Hours Three hours per week for two semesters.

Assessment By assignments and projects.

HEG1610 COMPUTER STUDIES METHOD

Campus Footscray Park.

Prerequisite(s) Appropriate background in computing

Content Techniques of teaching and classroom management, including inquiry approaches, small and large group projects, discussions, exposition, demonstration, coaching, audiovisual and computer-assisted techniques, role play, negotiation. Techniques in curriculum planning, materials development, and resource selection, including the construction of program and lesson plans, the writing of units of work, and the evaluation of available texts and materials. Techniques in assessment and reporting including work-required approaches and descriptive reporting; the construction and use of tests, observation schedules, and exercises such as concept mapping; the establishment of criteria of quality of performance, the organisation and use of student self-assessment and peer assessment. Knowledge of the aims, approaches and resources specified in the subject, especially as outlined through frameworks and/or the VCE, and other common resources in the subject area; understanding of the place of general science in the whole-school curriculum. Central concepts, and skills, within the subject and common understandings, interests and difficulties that students have in the area. Knowledge of operational aspects of teaching in the subject including, as appropriate, design of facilities, management of resources requirements of, and participation in whole-school management. Issues important in planning and teaching in the subject, including inclusiveness, individual differences, and the quality of learning for all students; links to industry, the community and life beyond school; gender issues and role expectations; use of information technologies in the classroom; assessment for learning and credentials. Skills in evaluation and review, including the construction (or selection) and use of ‘instruments’ to collect data relevant to the planning, implementation, and outcomes of a teaching program; documentation of programs, planning and review; ‘action research’ methods; program budgeting; and working in teams within and beyond the school.

Required Reading To be advised by lecturer.

Subject Hours Three hours per week for two semesters.

Assessment By assignments and projects.

HEG1611 APPLIED CURRICULUM

Campus Footscray Park.

Prerequisite(s) Nil.

Content This subject is designed to give students the opportunity to work on an aspect of school curriculum development and evaluation using an action research focus. Where possible the projects will be designed in conjunction with teachers in schools and in many cases are carried out in the same schools as those used by the student teachers for their teaching rounds. Student teachers generally work in small groups with support from a university lecturer and a mentor teacher from the school. The project generally relates to a method area although some projects have an integrated focus. Typically the projects involve aspects of either numeracy, literacy, information technology, science, physical education, sport, lote or esl.

Required Reading To be advised by lecturer.
### HEG1612 PHYSICAL EDUCATION METHOD

**Campus:** Footscray Park.  
**Prerequisite(s):** Appropriate background in physical education.  
**Content:** This subject will assist students to develop: understanding of the major curriculum areas within the subject, including practical and theoretical areas, and the relationship between these areas; skills and confidence in teaching and class management in various settings, curriculum planning and material resource development, and evaluating the learning process; knowledge of the changing role of sport/leisure and lifestyle in both the school and the community and the impact of this on the curriculum; developing programs for students with wide variety of abilities and experiences; an awareness of a variety of the teaching strategies available and the development of an individual teaching style. The topics covered may change depending on students’ needs and experiences. This will be negotiated by staff and students. Techniques in structuring an effective learning environment in physical education. Techniques in curriculum planning, materials development, and resource selections, including sports programs, lesson plans, the writing of units of work, and the evaluation of resource material. Techniques in evaluating the learning process including skills testing, participation rewards, fitness components, maximising successful student experiences, self-evaluation. Knowledge of the aims, approaches and resources available in the subject, especially through Frameworks and the VCE. Understanding the role of this subject within the school curriculum. Issues important in planning and teaching in the subject including individual differences, quality experiences for all students, lifelong skills, health and fitness, gender considerations, competitive sport, and safety. Major teaching topics: swimming, dance, ball skills, athletics, outdoor education, gymnastics. The teacher philosophy of physical education, discipline, legal liability, first aid, safety vs. risk, the role of the physical education teacher. The students: growth and development of adolescents, health and hygiene, disabled, integration and adaptive programs, ability parameters, social, physical, psychological. Resources: ACHPER (Australian Council for Health, Physical Education and Recreation), National Heart Foundation, Department of Sport and Recreation, VicFit.  
**Required Reading:** To be advised by lecturer.  
**Subject Hours:** Three hours per week for two semesters.  
**Assessment:** By assignments and projects.

### HEG1613 TEACHING ENGLISH AS A SECOND LANGUAGE

**Campus:** Footscray Park.  
**Prerequisite(s):** According to guidelines.  
**Content:** The societal context of language learning in Australia. Developmental and age-related aspects of second language learning. An historical view of TESOL approaches and methodologies. New arrivals and their learning needs. An introduction to linguistics and the learning of English. The nature and structure of English. Literacy and bi-literacy. The role of the ESL teacher. Needs analysis, profiling and assessment. Program design in ESL. The use of human and material resources in TESOL. ESL and the CSF.  
**Required Reading:** To be advised by lecturer.  
**Subject Hours:** Three hours per week for two semesters comprising seminars and workshops.

### HEG1614 LANGUAGES OTHER THAN ENGLISH

**Campus:** Footscray Park.  
**Prerequisite(s):** According to guidelines.  
**Content:** Language as a human and social resource. The social and educational context of languages other than English in Australia. Priority languages. First and second language acquisition: Developmental aspects. Past and current approaches to second language learning/teaching. Needs analysis and goal of learning. Monitoring progress and feedback. Strategies for learning and teaching. Program design and evaluation. Profiling and assessment for bilingual/multilingual learners. The development and adaption of resources. The rationale and organisation of different types LOTE programs. Immersion programs and bilingual education. Study of the CSF and VCE.  
**Required Reading:** To be advised by lecturer.  
**Subject Hours:** Three hours per week for two semesters comprising seminars and workshops.  
**Assessment:** Literature review, 35%; log book, 35%; class presentation, 30%.

### HEG1615 THE BROAD CONTEXT OF TEACHING

**Campus:** Footscray Park.  
**Prerequisite(s):** Nil.  
**Content:** The aim of this subject is to provide students with an understanding of the broad context within which schooling and teaching take place. The course will analyse the premise that schools do not exist in isolation from the society which surrounds them and will examine the social, cultural, economic and political trends which impact upon schooling and the key debates which have taken place on the nature and function of schooling over the past 100 years.  
**Required Reading:** To be advised by lecturer.  
**Subject Hours:** Two hours per week for one semester.  
**Assessment:** By assignment and projects.

### HEG1660 MATERIALS RESOURCE MANAGEMENT

**Campus:** City Flinders, Off Campus.  
**Prerequisite(s):** Nil.  
**Content:** This subject provides a basic introduction to management of the range of material resources; statutory requirements relating to safety, occupational health and maintenance and general conditions of contract; certification and accreditation in relation to the Aged Care Act 1997, including fire prevention and protection and building and design features; the legislation operating in this area, rights, responsibilities and liabilities; general principles of operation; staff roles and procedures; systems for problem anticipation and resolution; maintenance agreements, contracts and minor works in relation to plant and grounds management.  
**Recommended Reading:** Study material as provided by the lecturer.  
**Subject Hours:** One three-hour seminar per week.  
**Assessment:** Assignments, class test and practical exercises, 100%.

### HEG1701 TEACHING AND LEARNING IN TERTIARY EDUCATION

**Campus:** St Albans.  
**Prerequisite(s):** Nil.  
**Content:** This subject is designed to assist participants to understand key features of the Australian tertiary education environment including its history and its changing role in Australian society. It will also enable them to use a range of teaching and learning methods, select methods appropriate to intended learning.
outcomes, monitor and evaluate their own performance as teachers, and evaluate the programs they teach. It will also enable them to critically reflect upon their own teaching practice. Topics include: an introduction to the Australian tertiary education system; how tertiary students learn; theories of teaching and learning; teaching and learning methods; student assessment and learning; curriculum development and evaluation; preparing learning resources; and teaching for diversity.

### Required Reading


**Subject Hours** The equivalent of six hours per week for one semester.

**Assessment** Assessment for the subject will be based on two components: an assignment on negotiated project work related to the participants own teaching, 50%; a teaching portfolio including a personal teaching history, a statement of philosophy, description of selected teaching practices, samples of learning materials and supportive evaluative evidence, 50%. Assessment criteria for both components will be negotiated individually with participants.

### HEG1702 ONLINE LEARNING IN TERTIARY EDUCATION

**Campus** Footscray Park

**Prerequisite(s)** Nil.

**Content** The subject examines the practice of using online technology in tertiary education. Consequently, it will examine the role of online technology in the transformation of the Australian tertiary education system. The traditional university, distance education and hybrid models of university teaching and learning will be compared and contrasted prior to exploring how online learning may support a dual sector multiple campus university such as Victoria University. The design, development, use, evaluation and management of online learning environments in training and education, and the issues surrounding the use of the Web and communication technologies in tertiary teaching, will be critically studied as participants undertake relevant practical work. The subject will focus on the educational design of courses delivered via the World Wide Web and the support of meaningful conversation and encouragement of active learning within these new learning environments. Various online technologies will be reviewed and used in the course including tools for designing Web materials, email based systems, asynchronous and synchronous conferencing environments, PC video conferencing, and online content and management learning systems.


**Subject Hours** A three-day intensive program (21 hours) before the start of the semester followed by six three-hour sessions during the semester (18 hours).

**Assessment** Summative assessment for this subject will be based on two components: 1. Development of a segment of a subject or module that uses the World Wide Web for delivery of materials and/or for communication between teacher and students. (40 %); 2. A reflective critique of the participant's design, development and use of technology to support teaching and learning (500 words, 60%).

### HEG1703 SUPERVISING STUDENT RESEARCH

**Campus** Footscray Park

**Prerequisite(s)** Nil.

**Content** Supervising student research is a specialised form of teaching with its own assumptions, expectations, rules and responsibilities. Research projects are used at all levels of tertiary education to develop higher cognitive skills, to develop information literacy and to encourage student autonomy in learning. Postgraduate research programs typically involve a prolonged, intense, one-to-one relationship between supervisor and student, while undergraduate projects are typically shorter, less intense and often involve group work. Each of these models presents challenges to both supervisor and student in the areas of supervision and assessment. This subject focuses on the range of specialist skills required for supervision and assessment of student research projects. It also considers strategies for fostering a research culture in the workplace.

**Required Reading**


**Subject Hours** Three hours per week for one semester.

**Assessment** Summative assessment for this subject will be based on a critically reflective account of a case study of a student research project (4000 - 5000 words).

### HEG2001 MANAGEMENT OF EXPERIENTIAL LEARNING SITES

**Campus** Footscray Park

**Prerequisite(s)** HEG1000 Understanding Experiential Learning and Theoretical Perspectives; or equivalent.

**Content** This subject will investigate good organisational practice in the establishment of policy framework for service and program delivery in relation to specialist populations. Evaluation of processes in the delivery of programs, establishment of good practice in occupational health and safety, human resources, and policy development for crisis management.
HEG2002 PROFESSIONAL PRACTICE

Campus: Footscray Park.
Prerequisite(s): HEG1000 Understanding Experiential Learning and Theoretical Perspectives; First Aid Level 2; or equivalent.
Co requisite: HEG2001 Management of Experiential Learning Sites; or equivalent.
Content: In addition to the professional placement the content of this subject will explore an holistic response to consumer issues and needs. Focus will be on the policy and protocols in relation to referral and case management for the agency at the centre of the industry placement and an investigation into the nexus and tensions between policy and practice.

HEG2202 TESOL (TEACHING ENGLISH TO SPEAKERS OF OTHER LANGUAGES)

METHODOLOGY

Campus: Footscray Park.
Prerequisite(s): Qualified teachers with a recognised degree or diploma of at least three years duration post VCE (HSC) and at least one year of teacher training, or an approved equivalent, plus one year teaching experience.
Content: This subject provides an introduction to second language teaching methodology and the concept of language proficiency. An historical overview of the development of methods and approaches, together with a study of the nature of language is followed by an examination of current research and its implications for the teaching of speaking, listening, reading and writing in the second language classroom. Learner variables and cultural factors which impinge on communication are analysed, while integration of the four macro-skills with grammar, vocabulary and non-verbal communication is discussed. Other topics to be treated include: needs analysis, the assessment of communicative competence and syllabus design.

Required Reading:

Recommended Reading:

Required Internet Sources:

Subject Hours: Twenty-two (22) days.
Assessment: A professional practice portfolio of teaching strategies and research activities (5,000 words or equivalent), 100%.
HEG2204 LITERACY METHODOLOGY

Campus Footscray Park.

Prerequisite(s) Nil.

Content This subject offers an extension and enhancement of the knowledge and skills acquired in HEG2204 Literacy Methodology. Detailed consideration will be given to curriculum design and implementation within the contexts of government policy and accreditation frameworks (with critical reference to influences such as competency based training), current research and development into preferred pedagogy, and emerging professional/industrial circumstances.

In addition, the connection between reading, writing and oral literacy, and other forms such as numeracy, techno-scientific, visual, and informational literacy will be explored. Consideration will also be given to a critical examination of the developing complexity placed on the individual learner to access an increasing variety of resources not mediated by the classroom teacher.


Subject Hours Three hours per week or equivalent for one semester comprising lectures and workshops.

Assessment Class assignments (1500 words), 30%; written assignments (3500 words), 70%.

HEG2210 PROFESSIONAL PRACTICE - LITERACY

Campus Footscray Park.

Prerequisite(s) The completion, or near-completion, of HEG2204 Literacy Methodology and a level and competence in English so that a reliable model of spoken and written English in the classroom is provided.

Content This subject will involve a 22 day placement in a post-primary teaching context under the supervision of a supervising teacher if the candidate has less than three years’ teaching experience in the Literacy field. It is expected that competence will be developed in the following areas: appropriate planning, implementation and evaluation of lessons; assessment and response to students’ needs, expectations and interests and their competence in English; evaluation, utilisation and modification of a range of teaching resources; modification and documentation of students’ development in English and critical self-evaluation. It is also expected that participants will demonstrate independent planning, ability to adapt existing materials into a unit of work involving a range of teaching strategies and activities appropriate for students with disparate language proficiency and the completion of a series of research activities to provide insight into successful classroom practice.

Required Reading As this is a field placement subject, no required reading is recommended as students will be in a variety of settings.

**Subject Hours** Twenty-two (22) days.

**Assessment** A professional practice portfolio of teaching strategies and research activities (5,000 words or equivalent), 100%.

**HEG2211 TECHNIQUES IN TESOL (TEACHING ENGLISH TO SPEAKERS OF OTHER LANGUAGES)**

**Campus** Footscray Park.

**Prerequisite(s)** HEG2200 TESOL Methodology; or equivalent.

**Content** This subject offers an extension and enhancement of the skills and knowledge acquired in TESOL Methodology. Particular emphasis will be placed on classroom processes and strategies as well as reflective practice. Topics will include the integration of skills, group dynamics, the influence of gender, curriculum development and the use of technology for language teaching. The interface of ESL and literacy will be explored and the principles underpinning workplace delivery.


**Subject Hours** Three hours per week for one semester comprising one one-hour lecture and one two-hour workshop.

**Assessment** A written assignment of 1000-1500 words, 30%; 1 written assignment of 1500 words, 30%; research project, 1500 words, 40%.

**HEG2405 INTERACTIVE MULTIMEDIA 1**

**Campus** Footscray Park.

**Prerequisite(s)** Basic skills in operating a Microcomputer, and familiarity with Windows 95 personal computer operating system.

**Content** The subject provides an intensive learning experience on theory and practice of Multimedia literacy. Participants will be introduced to the behaviourist and constructivist approaches to learning, learner control, instructional design, graphics and human interface design. Topics also include introduction to Networked multimedia and Virtual Reality in education.


**Subject Hours** Three hours per week for one semester.

**Assessment** Research report of 2,500 words on issues in interactive multimedia in education, 50%; class assignments, 50%.

**HEG2406 INTERACTIVE MULTIMEDIA 2**

**Campus** Footscray Park.

**Prerequisite(s)** HEG2405 Interactive Multimedia 1; HEG2407 Advanced Multimedia 1; or equivalent.

**Content** This subject will comprise a substantial Multimedia project based on the technologies studied in HEG2405 Interactive Multimedia 1 and the skills acquired in HEG2407 Advanced Multimedia 1. Participants will be given an opportunity to demonstrate their multimedia skills by authoring their own multimedia materials.


**Subject Hours** Three hours per week over one semester.

**Assessment** Participants will design, produce, field test and evaluate multimedia materials for teaching one or more areas of a subject they teach. Project, 80%; project report and other documentation, 20%.

**HEG2407 ADVANCED MULTIMEDIA 1**

**Campus** Footscray Park.

**Prerequisite(s)** HEG2405 Interactive Multimedia 1; or equivalent.

**Content** This subject aims at providing necessary skills and knowledge required for multimedia design and production. Participants will be introduced to CD-ROM-based interactive multimedia in education, hardware, and software tools required for multimedia production, authoring systems, and techniques for graphic animation and morphing. Workshop activities include audio and video capturing and digitization, converting images to other formats etc. Multimedia standards, resources on the web, copyright issues, and legal considerations in multimedia distribution will be discussed.


**Subject Hours** Three hours per week over one semester.

**Assessment** Workshop, 50%; project, 50%.

**HEG2408 ADVANCED MULTIMEDIA 2**

**Campus** Footscray Park.

**Prerequisite(s)** HEG2405 Interactive Multimedia 1; HEG2407 Advanced Multimedia 1; or equivalent.

**Content** This course is designed to explore recent innovations in multimedia and hypermedia for publishing materials on the World Wide Web. The course will move from the basics of HTML programming, through the use of graphics, and on to advanced interactive multimedia features created with Java Script. It will also provide opportunities in designing curriculum materials and educational projects with HTML and carrying them through to completion. In particular participants will learn how to create hypermedia documents in HTML, the formatting language used by the WWW. The concepts discussed will include the basics of HTML, visual maps, tables, and fill-in forms. Topics include authoring solutions that allow converting applications directly into HTML and Java, which means anyone with a Web browser can access these materials.

**Recommended Reading**


### HEG2413 INTERNET APPLICATIONS 1

**Campus:** Footscray Park.

**Prerequisite(s):** Nil.

**Content:** The aim of this subject is to train in use of internet and wide-area networks for instruction and training. It also provides opportunities to explore the applications of “information superhighway” in teaching and professional development. Topics include: basic introduction to computer communications, bringing information technology into the classroom, information superhighway, internet and its services, electronic mail, listservers, discussion groups and electronic journals, collaborative network projects, search tools, distance education applications, multimedia and internet, educational web, scripting www documents, discussion groups and electronic journals, collaborative network superhighway, internet and its services, electronic mail, listservers.

**Recommended Reading**


**Required Reading**


**Subject Hours:** Three hours per week for one semester.

**Assessment:** Preparation of a report, 60%; weekly practical exercises, 40%.

### HEG2414 INTERNET APPLICATIONS 2

**Campus:** Footscray Park.

**Prerequisite(s):** HEG2413 Internet Applications 1; or equivalent.

**Content:** The student will be required to design and create a system for teaching, learning or curriculum development relevant to their background, using highly interactive internet tools, based on one or more of the technologies studied in HEG2413 Internet Applications I.

**Required Reading**


**Recommended Reading**


**Subject Hours:** Three hours per week over one semester.

**Assessment:** Report on the system developed (5000 words), 100%.

### HEG2415 WORKPLACE LEARNING 1

**Campus:** Footscray Park.

**Prerequisite(s):** Nil.

**Content:** This subject offers an introduction to issues in supervising and mentoring of employees within organisations. It focuses on the processes of designing structured programs, identifying employee needs, providing training, and monitoring, assessing and documenting the success of programs.

**Required Reading**


**Recommended Reading**


**Subject Hours:** Three hours per week for one semester.

**Assessment:** Project report (5000 words), 60%; seminar presentation, 40%.

### HEM1555 RESEARCH METHODOLOGY IN EDUCATION AND TRAINING (OFFSHORE ONLY)

**Campus:** Vietnam.

**Prerequisite(s):** Nil.

**Content:** The nature and purpose of research in education and training in Australia and overseas, the role of the researcher, ethics and standards issues, stages of a research project, quantitative and qualitative research paradigms, the conceptual framework of research, formulating research questions and hypotheses, techniques for data collection and analysis, SPSS, sampling, case study, action research, surveys and considerations in reporting research.

**Required Reading**


**Recommended Reading**


**Subject Hours:** Three hours per week over one semester.
Assessment For participants following the minor thesis route: a research proposal (5,000 words), 100%. For participants following the course work route: an approved assignment related to research literature (5,000 words), 100%.

HEM1659 MINOR THESIS (FULL-TIME)

HEM1660 MINOR THESIS (PART-TIME)

Campus Footscray Park.
Prerequisite(s) or Co-requisite(s) HEM1655 Research Methodology in Education and Training; or equivalent.
Content The participant will independently conduct research which demonstrates the ability to define a problem, to undertake a detailed literature search and review the relevant theoretical and practical literature on the topic area. The topic which is chosen should allow the participant to develop a methodology and to apply it to an appropriate problem or situation. Good data selection, collection and analysis skills should be demonstrated. The written minor thesis should involve a high standard of written communication skills and conform to the prescribed format detailed in a booklet Notes for Candidates Undertaking the Thesis which is available from the Department of Education. The topic which is chosen should allow the participant to develop a methodology and to apply it to an appropriate problem or situation. The participant will be allocated one supervisor who will normally hold a degree at Master's level or above.
Required Reading To be advised.
Recommended Reading To be determined by the participant in consultation with their supervisor.
Subject Hours Independent research in addition to regular meetings with the supervisor.
Assessment The minor thesis will be a paper of no less than 15,000 nor more than 20,000 words. Examination of the minor thesis will be conducted by one internal examiner and one internal examiner. The internal examiner will not normally be the supervisor. An oral examination may also be required. The external examiner will decide the final outcome of the minor thesis. The examiners will recommend one of four outcomes for the minor thesis: (a) passed; (b) passed subject to specified minor amendments being made; (c) deferred for resubmission subsequent to major revision; or (d) failed.

HER0001 INTRODUCTION TO RESEARCH DESIGN AND METHODS

Campus Footscray Park, St Albans, City Flinders Lane, Distance Education
Prerequisite(s) Nil.
Content The content of this subject will provide an introduction to research methods and design for the social sciences. This will include a review of the scientific methods and ways of knowing, quantitative and qualitative paradigms, questionnaire design and evaluation, validity and reliability of research designs, ethical issues and evaluation of the research design of published papers. The subject will also include an introduction to sampling and methods of data collection and analysis for quantitative and qualitative research. The study of quantitative methods will focus on experimental, correlational and survey designs and on the corresponding methods of data analyses including descriptive and inferential statistics, correlation and regression and hypothesis testing. The qualitative research designs to be studied in some detail will be drawn from case study, ethnography, grounded theory, phenomenology, historical research, philosophical research and action research. The role of the researcher in collecting qualitative data will be discussed along with methods of analysing qualitative data.


HER0001 RESEARCH THESIS (PART-TIME)

Campus Footscray Park.
Prerequisite(s) Nil.
Content This subject, the aim of which is to enable students to competently research an area of study utilising knowledge and skills gained in previous studies, consists of a project carried out by students on an individual basis. The project is expected to be an investigation of an approved topic, followed by the submission of a suitably formatted thesis in which the topic is introduced and formulated; the investigation described in detail; results and conclusions from the study elaborated; and an extended discussion presented. Students may be required to undertake some lecture courses, as specified at the time of commencement.
Required Reading To be advised by supervisor.
Subject Hours Independent research in addition to regular meetings with the supervisor.
Assessment The thesis will normally be assessed by at least two expert examiners from an appropriate area of expertise.

HER8000 RESEARCH THESIS (FULL-TIME)

Campus Footscray Park.
Prerequisite(s) Nil.
Content This subject, the aim of which is to enable students to competently research an area of study utilising knowledge and skills gained in previous studies, consists of a project carried out by students on an individual basis. The project is expected to be an investigation of an approved topic, followed by the submission of a suitably formatted thesis in which the topic is introduced and formulated; the investigation described in detail; results and conclusions from the study elaborated; and an extended discussion presented. Students may be required to undertake some lecture courses, as specified at the time of commencement.
Required Reading To be advised by supervisor.
Subject Hours Independent research in addition to regular meetings with the supervisor.
Assessment The thesis will normally be assessed by at least two expert examiners from an appropriate area of expertise.

HER8001 RESEARCH THESIS (PART-TIME)

Campus Footscray Park, Sunbury.
Prerequisite(s) Nil.
Content A dissertation proposal will be developed and defended. The work to be undertaken will involve scholarly study of the
relevant theoretical and empirical literature, analysis, study in a practical context involving data collection using an appropriate range of techniques, and a conclusion pointing out strategic and practical implications for the enhancement of professional practice.

**Recommended Reading** As advised by supervisors.

**Subject Hours** The equivalent of four hours per week for four semesters. Support for undertaking the dissertation will be provided by a University supervisor and where appropriate by a member of staff in the participant's profession in the role of mentor.

**HER850 POLICY CONTEXT OF PROFESSIONAL PRACTICE**

**Campus** Footscray Park.

**Prerequisite(s)** Nil.

**Content** Traditional and contemporary perspectives of professional practice are considered and the implications of these for the growth of professionals within that practice. Planning for professional growth begins through a full understanding of the history of the professional (including life history) and the current context in which the practitioner practices. A range of strategies in order to understand that context are explored including quantitative strategies and qualitative strategies. Adult Learning: principles and strategies relevant for adults in contemporary workplaces are considered. The emphasis here will be on the translation of these principles into practice. Concepts such as open education and curriculum responses based on critically reflective learning strategies are considered.


**Subject Hours** 39 hours for one semester comprising a series of lectures/seminars and intensive workshops sessions.

**Assessment** A 5000-word analytical essay on major developments in education and training in the western world.

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**HER8513 INVESTIGATING PROFESSIONAL PRACTICE 1**

**Campus** Footscray Park.

**Prerequisite(s)** Nil.

**Content** Participants will undertake a preliminary study of professional practice in their own or a related workplace. The study could involve evaluation of an important aspect of current practice in education and training, shadowing of a senior colleague over a period of time, or acting in a role not previously attempted. The participant, under supervision will conduct an action research study designed not only to identify the competencies needed to fulfil the professional role but also to suggest ways of professionally developing the role.


**Subject Hours** 39 hours for one semester comprising a series of seminar lectures and a set of intensive workshops.

**Assessment** A 5000-word report on the action research study which emphasises possible approaches to professional development.

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**HER8514 THE PRACTICE OF PROFESSIONAL DEVELOPMENT**

**Campus** Footscray Park.

**Prerequisite(s)** Nil.

**Content** Recently professional development has been reconceptualised within an economic-rationalist framework. Within such a blurring of the terms 'professional development', 'staff development', 'professional education' and 'in-service education'. Words such as 'delivery', 'competencies' and 'outcomes' have become part of a new language of transmission models of development. A growing literature emphasises the importance of critical reflection, collegiality and action learning in the development of educators. This subject will develop an understanding of the contexts in which professional practice occurs, relevant substantive knowledge, theories about learning which transform that knowledge into pedagogical knowledge and appropriate policies which relate to system priorities and the socio-political context in which the practice is set. A range of different models for considering development will be explored including the beginner/expert model, the ages and stages models and Vygoskian models of development. Implications of these for appraising needs as well as designing, implementing and evaluating programs are considered.


**Subject Hours** 39 hours for one semester comprising a series of lectures/seminars and intensive workshops sessions.

**Assessment** Students will be required to plan their own professional development from the literature studied in a 5000-word report.

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**HER8515 INVESTIGATING PROFESSIONAL PRACTICE 2**

**Campus** Footscray Park.

**Prerequisite(s)** Nil.

**Content** Participants will undertake an extended study of professional practice in their own or a related workplace. The study could involve evaluation of an important aspect of current practice in education and training, shadowing of a senior colleague over a period of time, or acting in a role not previously attempted. The participant, under supervision will conduct an action research study designed not only to identify the competencies needed to fulfil the professional role but also to suggest ways of professionally developing the role.


**Subject Hours** 52 hours for one semester comprising a series of seminars/lectures and a set of intensive workshops.

**Assessment** A 5000-word report on the action research study which emphasises possible approaches to professional development.

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**HFG4001 SOCIAL AND POLITICAL ASPECTS OF AGEING**

**Campus** City Flinders, Off Campus.

**Prerequisite(s)** Nil.

**Content** This subject provides students with information and insights into transitional perspectives on ageing; awareness of the social and political factors which influence policy, planning and development; knowledge of the historical background to policy
initiatives in the Australian health, welfare, community and residential care programs; knowledge of current Commonwealth, state and local government policy in health, housing, employment, retirement and incomes; a basic understanding of ethical and professional issues in policy, planning and administration of aged care and service programs.

Recommended Reading

Subject Hours
Three hours per week for one semester comprising two one hour lectures and one one hour seminar.

Assessment
Written assignment and journal, 100%.

HFG4002 QUALITY IN MANAGEMENT OF AGED CARE

Campus City Flinders, Off Campus.

Prerequisite(s) Nil.

Content
This subject provides students with an introduction to essential concepts and skills in aged care and service management. The subject provides an appreciation of key concepts and principles in establishing effective and efficient best practice in management and management systems; an awareness of the need to develop an integrated approach to quality management in terms of human, technical, legislative and environmental elements; an introduction to the tools and methods of continuous improvement and an introduction to the implementation and evaluation of quality management in aged services covering residential and community services in the public and private sectors. The subject aligns closely with the Aged Care Act 1997 and its principles, including accreditation, policies, procedures and quality assurance.

Recommended Reading

Subject Hours
Three hours per week for one semester comprising one three-hour seminar.

Assessment
Written assignment and class case presentations, 100%.

HFG4003 AGED MANAGEMENT: FIELD EXPERIENCE

Campus City Flinders, Off Campus.

Prerequisite(s)
HEG1560 Financial Management; HEG1660 Materials Resource Management; HEG1570 Employee Relations; HFG4002 Quality in Management of Aged Care; or equivalent.

Content
Students are required to satisfactorily complete equivalent to 39 hours of field experience in the second half of the course. Field experience will be selected on the basis of course objectives, subject guidelines, work experience and interests of the student.

Recommended Reading Nil.

Subject Hours
The equivalent of 39 hours for one semester in field experience.

Assessment
Written field assignment and field supervisor report. To obtain a pass in this subject students must successfully complete the field assignment and receive a satisfactory report from the field supervisor.

HFG4004 ETHICS IN AGED SERVICES MANAGEMENT (ELECTIVE)

Campus City Flinders and Off-Campus

Prerequisite(s) Nil.

Content
This subject is designed to give students an understanding of ethical issues which arise when managing facilities and services for older adults. Students will develop basic understanding of terms used in the ethics literature and an overview of philosophical principles employed in decision-making and policy planning and administration. The subject will address issues relating to allocation of resources; policy and practice in residential care, for example, restraint, non-compliance, not-for-resuscitation orders, dying with dignity; ethics in business; family/surrogate or community responsibility for care; research and older people; and quality of life issues. The syllabus will also include discussion on institutional ethics committees, their establishment and role within different institutional and community settings.

Required Reading Nil.

Recommended Reading

Class Contact
Three hours per week for one semester.

Assessment
Case study presentation and written 3000-word assignment, 100%.

HFG4005 GRADUATE READINGS IN AGED SERVICES (ELECTIVE)

Campus City Flinders, Off Campus.

Prerequisite(s) Nil.

Content
This subject will provide the opportunity for students to pursue their own interest in a particular field of study related to understanding the management and the context of management skills in aged services. The subject will also extend insight and awareness of the issues pertinent to quality management in aged services in the selected area of reading. In addition to addressing prescribed readings, students will be expected to search the literature for pertinent material and to prepare a comprehensive annotated bibliography on the readings.

Required Reading Nil.

Recommended Reading
As relevant to topic selected.

Subject Hours
As arranged with subject co-ordinator.

Assessment
Annotated bibliography of 4,500 words comprising annotations for readings including books, journal articles and reports with a minimum of 12 readings, 100%.

HFG4006 OPERATIONS PROCEDURES IN AGED SERVICES (ELECTIVE)

Campus City Flinders, Off Campus.

Prerequisite(s) Nil.

Content
The subject will extend the student's knowledge and capacity for applying knowledge in communications strategies relevant to aged services management; recruitment and training of aged services staff; policies; procedures, documentation and rostering; personal care services; catering services; laundry and linen management services; relevant accounting, payroll, budgeting and cash management strategies; purchasing strategies; energy management; emergency procedures and occupational health and safety strategies.
HFG4101 UNDERSTANDING DEMENTIA

Campus City Flinders, Off Campus.

Prerequisite(s) Nil.

Content Topics include: introduction to normal and pathological anatomy and physiology; signs and symptoms of dementia; understanding the course of dementia within a pathways framework, including biological, functional and behavioural changes; experiences of dementia; from the perspectives of the person, family, social and community networks, workplace and service providers; conceptual frameworks for attribution of meaning to behaviour in dementia.


Subject Hours Three hours per week for one semester comprising one two-hour lecture and one one-hour tutorial per week.

Assessment Class assignments and written report, 100%.

HFG4102 PERSON-CENTRED APPROACHES IN DEMENTIA SERVICES

Campus City Flinders, Off Campus.

Prerequisite(s) or Co-requisite(s) HFG4101 Understanding Dementia; or equivalent.

Content Topics include: cultural perspectives on ageing and dementia; myths and realities of dementia; personal identity and roles in ageing and dementia; introduction to ethical considerations including rights and responsibilities and advocacy; the ecological context of facilitating a person-centred approach to dementia services; a holistic approach to the person with dementia; individualised service planning and case management.


Subject Hours Three hours per week for one semester comprising one two-hour lecture and one one-hour tutorial per week.

Assessment Journal, 30%; written assignment (3,500 words), 70%.

To obtain a pass in this subject, students must obtain a pass or higher in both assessment components.

HFG4103 CRITICAL PERSPECTIVES ON QUALITY IN DEMENTIA CARE SERVICES SYSTEMS

Campus City Flinders, Off Campus.

Prerequisite(s) or Co-requisite(s) HFG4101 Understanding Dementia; or equivalent.

Content Topics include: understanding dementia within the context of current health and aged care systems; policy, local and global planning for dementia services; leadership and the team approach: the person, family, social and community networks, multi professional and service providers; professional skills development including interpersonal skills, effective responses to different behavioural, observation, verbal and written communication, and administrative skills; responding to particular situations: a case study approach; planning and delivery of services in a range of care settings for acute care, sub-acute care, respite care, community care, and long-term care; critical appraisal of therapeutic interventions and care strategies, and leading or contributing to the process of change; relevant legislation: e.g. health, aged care systems, duty of care, common law, guardianship.


Subject Hours Three hours per week for one semester comprising one two-hour lecture and one one-hour tutorial per week.

Assessment Journal, 40%; written assignment (3,500 words), 60%.

To obtain a pass in this subject, students must obtain a pass or higher in both assessment components.

HFG4104 ETHICS IN DEMENTIA CARE AND SERVICE

Campus City Flinders, Off Campus.

Prerequisite(s) Nil.

Content This subject is designed to give students an understanding of ethical issues which arise when caring for people with dementia. Students will develop basic understanding of terms used in the ethics literature and an overview of philosophical principles employed in decision-making and policy planning. The subject will address issues relating to advanced directives; allocation of resources; policy and practice in residential care, for example, restraint, non-compliance, not-for-resuscitation orders, dying with dignity; family/surrogate or community responsibility for care; research and older people; and quality of life issues. The syllabus will also include discussion on institutional ethics committees, their
establishment and role within different institutional and community settings.

**Required Reading** Nil.


**Subject Hours** Three hours per week for one semester comprising one two-hour lecture and one one-hour tutorial per week.

**Assessment** Journal (30%); written assignment of 3000 words (70%). To obtain a pass in this subject, students must obtain a pass or higher in both assessment components.

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**HFG4105 PROFESSIONAL SKILLS IN DEMENTIA CARE AND SERVICE**

**Campus** City Flinders, Off Campus.

**Prerequisite(s)** or **Co-requisite(s)** HFG4101 Understanding Dementia; or equivalent.

**Content** Topics include: basic skills in communication and facility/service programs; basic understanding of use of technology; optimising team skills in dementia care and service; quality in dementia care and service; environmental design and maintenance; evaluation of programs and staff performance.


**Subject Hours** Three hours per week for one semester comprising one two-hour lecture and one one-hour tutorial per week.

**Assessment** Case presentation, 40%; written assignment (3,500 words), 60%. To obtain a pass in this subject, students must obtain a pass or higher in both assessment components.

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**HFG4106 DEMENTIA: PRACTICAL EXPERIENCE FOR SERVICE PROVIDERS**

**Campus** City Flinders, Off Campus.

**Prerequisite(s)** HFG4101 Understanding Dementia; HFG4102 Person-centred Approaches in Dementia Services; HFG4103 Critical Perspectives on Quality in Dementia Services Systems; HFG4104 Ethics in Dementia Care and Services; HFG4105 Professional Skills in Dementia Care and Service; or equivalent.

**Content** The practical project is designed to introduce students to dementia care and services, which may be different from those in their own workplace. The subject will bring together key aspects of the prerequisite subjects, to enable students to apply knowledge, insights and skills to a project based on the workplace. Students will submit a project proposal for approval by the course coordinator for fulfilling the subject requirements. This will be endorsed by the manager of the relevant facility or service. In order to complete the project, students will be provided with criteria which is based on the overall course objectives, the subject objectives, and the key aspects of the prerequisite subjects.

**Recommended Reading** HFG4110 Understanding Dementia, HFG4102 Personcentred Approaches in Dementia Services, HFG4103 Critical Perspectives on Quality in Dementia Services Systems, HFG4104 Ethics in Dementia Care and Services.

**Subject Hours** Four seminar periods during semester.

**Assessment** Written presentation of research proposal and seminar reports 100%.

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**HFG5002 LITERATURE REVIEW IN AGED SERVICES MANAGEMENT**

**Campus** City Flinders, Off Campus.

**Prerequisite(s)** Students must have completed the subject HPR0001 Introduction to Research Design and Methods prior to, or be enrolled concurrently with this subject; or equivalent.

**Co-requisite(s)** HPR0001 Introduction to Research Design and Methods if not previously completed; or equivalent.

**Content** This subject enables students to extend their knowledge and skills in an area of professional interest in aged services. Students will conduct a literature review normally relevant to the topic selected for their minor thesis or collaborative research project. Students will survey the literature including government and policy reports, texts, journals demonstrating ability to access a merge of media sources and data bases. Students will interpret, critically analyse and discuss findings in the literature and define a question suitable for research in the Minor Thesis or Collaborative Research Project. Students will gain experience in developing structure and writing a proposal and thesis.

**Required Reading** To be advised by lecturer.

**Subject Hours** Three hours per week have been allocated to the subject in semester one. This subject will commence with one three – hour seminar to provide guidelines for conducting a literature review. The subject co-ordinator will be available for consultation if required throughout the semester.

**Assessment** Written report (5000 words), 100%.

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**HFG5003 GRADUATE SEMINARS IN AGED SERVICES MANAGEMENT**

**Campus** City Flinders, Off Campus.

**Prerequisite(s)** HPR0001 Introduction to Research Design and Methods; or equivalent.

**Co-requisite(s)** HFG5004 Minor Thesis (full-time) or HFG5014 Minor Thesis (part-time) or HFG5005 Collaborative Research Project (full-time) or HFG5015 Collaborative Research Project (part-time); or equivalent.

**Content** The aim of this subject is to develop an ability to present research reports to an audience; to gain further experience in critical analysis and discussion of research issues within a public forum, including interpretation of research literature and the appropriateness of the methodology being used by individuals participating in the graduate seminars, in class or on-line.

**Required Reading** To be advised by lecturer.

**Subject Hours** Four three-hour seminars during semester.

**Assessment** Written presentation of research proposal and seminar reports 100%.

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**HFG5004 MINOR THESIS (FULL-TIME)**

**HFG5014 MINOR THESIS (PART-TIME)**

**Campus** City Flinders.

**Prerequisite(s)** HPR0001 Introduction to Research Design in Aged Services Management; HFG5002 Literature Review in Aged Services Management; or equivalent.

**Co-requisite(s)** HPR0001 Introduction to Research Design and Methods; or equivalent.
Content: The minor thesis is intended to provide students with an opportunity to undertake independent inquiry into an area of personal interest, applicable to aged services management. The student normally will carry out the research project previously proposed in HFG5001 and investigated in the research literature reviews. HPR0001 Introduction to Research Design and Methods. The thesis should reflect the whole research process from identification of a problem, the literature review, the critique and reflection of other relevant studies, data collection appropriate for the chosen methodology, analysis, interpretation and discussion of results and reporting at a standard commensurable with a masters degree award.

While some flexibility in students’ selection of topics will be maintained, students will be encouraged to write the minor thesis on the proposal submitted or assessment in the subject HFG5001 Research Design in Aged Services Management. This will be promoted in view of the anticipated stress on resources for research supervision.

Students will also receive constructive feedback on progress in their research during HFG5003 Graduate Seminars in Aged Services Management. Where available, there will be one internal supervisor, from a relevant area of the Faculty of Human Development and one external supervisor with experience in the field.

Required Reading: Readings will be recommended by supervisors relevant to the selected topic in addition to readings researched by students.

Subject Hours: Individual contact with supervisor(s), Students and supervisors will make mutually agreed arrangements for discussion of thesis progress. Full-time students will be required to commit approximately 12 hours per week over one semester to research. Part-time students will be required to commit at least six hours per week over two semesters.

Assessment: Research thesis (15,000–20,000 words), 100%. Examination of the thesis will be by one internal academic staff member and one external examiner.

HFG5005 COLLABORATIVE RESEARCH PROJECT

FULL-TIME

HPR0002 ADVANCED QUANTITATIVE RESEARCH

METHODS

Campus: Footscray, St Albans, City Flinders Lane
Prerequisite(s): HFR0001 Introduction to Research Design and Methods; HHR0001 Introduction to Research Design and Methods; HFR0002 Advanced Quantitative Research Methods; HFR0003 Introduction to Research Design and Methods; or equivalent.

Content: This subject provides a detailed examination of advanced quantitative methodologies, design and analyses as key elements of the research process, with an emphasis on the importance of experimental design and statistical decision making. The subject covers such topics as: the general linear model, analysis of variance and covariance, statistical power, multivariate designs including multiple regression analyses, multivariate analysis of variance, and factor analysis. The subject also introduces students to the use of nonparametric data analyses and underlying reasons for choosing nonparametric over parametric statistical tests. Students will also receive practical experience in data analysis using the SPSS® computer package, however, the focus of the course will be on statistical analyses as a part of the total research process.


Subject Hours: Two hour seminar and one hour tutorial per week for one semester.

Assessment: Research proposal or critique (50%); data analysis project (50%).
as document analysis. Techniques for qualitative data analysis include using computers in qualitative data analysis. Credibility and trustworthiness issues, ethical issues, and writing up of qualitative research will be discussed.

**Required Reading**

**Subject Hours**
- Two hour seminar and one hour tutorial per week for one semester.
- Two hour seminar and one hour tutorial per week for one semester.

**Assessment**
- Seminar paper on research design of a proposed project (50%); A written report on the process of data collection and analysis (50%).
- Seminar paper on research design of a proposed project (50%); A written report on the process of data collection and analysis (50%).

### HHA6115 MINOR THESIS (FULL-TIME)

**Campus** St Albans.

**Prerequisite(s)**
- Completion of Level 5 subjects; or equivalent.

**Content**
- The minor thesis is intended to provide students with an opportunity to undertake independent inquiry into an area of personal interest and applicable to their professional development. The thesis will be a research paper of not less than 15,000 words and not more than 20,000 words. It will report on independently conducted research which demonstrates the student's ability to clearly define a research question, to undertake a critical review of the relevant literature. Data selection, collection and analysis skills should also be demonstrated. The thesis should involve a high standard of written communication skills. The chosen topic should allow the candidate to utilise a methodology applicable to a research question. It is intended that the topic chosen for investigation will be in consultation with an appropriate supervisor who will oversee the conduct of the research.

**Required Reading**

**Subject Hours**
- Regular meetings with thesis supervisors.

**Assessment**
- One 15,000 – 20,000 word paper.
- One 15,000 – 20,000 word paper.

### HHA6116 MINOR THESIS (PART-TIME)

**Campus** St Albans.

**Prerequisite(s)**
- Completion of Level 5 subjects; or equivalent.

**Content**
- The minor thesis is intended to provide students with an opportunity to undertake independent inquiry into an area of personal interest and applicable to their professional development. The thesis will be a research paper of not less than 15,000 words and not more than 20,000 words. It will report on independently conducted research which demonstrates the student's ability to clearly define a research question, to undertake a critical review of the relevant literature. Data selection, collection and analysis skills should also be demonstrated. The thesis should involve a high standard of written communication skills. The chosen topic should allow the candidate to utilise a methodology applicable to a research question. It is intended that the topic chosen for investigation will be in consultation with an appropriate supervisor who will oversee the conduct of the research.

**Required Reading**

**Subject Hours**
- Regular meetings with thesis supervisors.

**Assessment**
- One 15,000 – 20,000 word paper.
- One 15,000 – 20,000 word paper.

### HHC5531 CLINICAL PRACTICE 1

**Campus** City Flinders.

**Prerequisite(s)**
- Nil.

**Content**
- The aim of the subject is to introduce students to osteopathic healthcare in the clinical setting, initially by observation of osteopathic practice, and later by the use of osteopathic diagnosis and treatment in their own practices. By the end of the subject students should be developing the ability to apply osteopathic concepts of diagnosis and treatment to their own patients in a clinical setting. Content will include: Introduction to osteopathic clinical practice. To initially observe the osteopathic approach to health care provision and later apply osteopathic principles to the assessment and treatment of patients in their own practices. Clinical application of skills and attributes developed in the subjects: Osteopathic History & Principles 1, Osteopathic Diagnosis 1, Osteopathic Techniques 1. Review of clinical cases by preparation and presentation of the clinical case book. Integration of medical and osteopathic approaches to patients with musculoskeletal pain and/or dysfunction. Supervised interaction and treatment of patients in the osteopathic medicine clinic and by mentoring with registered osteopathic practitioners in their own and osteopathic practices in their locality.

**Required Reading**

**Recommended Reading**

**Subject Hours**
- City campus clinic attendance @ 8 hours per residential unit (2 residential units per annum). Practice based learning 108 hours per annum. Practice based learning comprises: 36 hours of fieldwork spent with registered osteopathic practitioners completed over the year. There will be a close supervisory/mentoring relationship between selected local osteopathic practitioners and the student. 72 hours in their own practices applying osteopathic principles to the care of patients. Detailed casebooks will be kept outlining the presentation, examination, assessment, diagnosis, treatment, and outcomes. Each case will require discussion of osteopathic principles and practice referenced to standard osteopathic and medical texts, and research literature.

**Assessment**
- Evidence of completion of hours, satisfactory reports from supervisors/mentors, examination of case-studies 8, 100%.

### HHC5532 CLINICAL PRACTICE 2

**Campus** City Flinders.

**Prerequisite(s)**
- HHO5501 Osteopathic History & Principles 1, HHO5511 Osteopathic Technique 1, HHO5521 Osteopathic Diagnosis 1, HHC5531 Clinical Practice 1; or equivalent.

**Content**
- This subject aims to consolidate the students' ability to work with osteopathic diagnosis and treatment techniques in a clinical setting, and to integrate the knowledge acquired in all subjects of the course. By the end of this subject the students should have the skills necessary to begin using osteopathic approaches on a regular basis with patients in their own clinics, and also have the necessary knowledge to pursue further postgraduate studies in osteopathy. Content will include: Continuation of clinical practice subject allowing further development and refinement of osteopathic clinical skills in relation to the provision of patient care. Reinforcement of integrated clinical thought processes in the provision of holistic health care. Full case “work ups” with oral presentations to peers. Integration of all academic course elements.
to provide for the provision of osteopathic health care to the benefit of patients.

**Subject Hours**
City Campus clinic attendance: @ 8 hours per residential unit (one residential unit). Practice based learning 80 hours per annum. Practice based learning comprises: 36 hours of fieldwork spent with registered osteopathic practitioners completed over the year. There will be a close supervisory/mentoring relationship between selected local osteopathic practitioners and the student. 44 hours in their own practices applying osteopathic principles to the care of patients. Detailed casebooks will be kept outlining the presentation, examination, assessment, diagnosis, treatment, and outcomes. Each case will require discussion of osteopathic principles and practice referenced to standard osteopathic and medical texts, and research literature.

**Assessment**
Examination of case-studies x 6, 30%; Final clinical practice examination, 70% - short cases - long case - objective structured clinical exam.

**HHD4739 DIAGNOSTIC IMAGING 1**
Campus City Flinders.

**Prerequisite(s)**
Nil.

**Content**
The aim of the subject is to teach students the theory underling radiological examination modalities, and to teach the recognition of pathological entities in a variety of imaging types. At the end of this subject the students should have an understanding of the theory and physics of various radiological examinations, and be able to recognize the radiological signs of common pathologies. Content will include: Physics of imaging. Imaging modalities, methods, safety procedures and regulations. Requesting radiographs. Normal variants. Congenital anomalies. Scoliosis. Trauma – fractures, dislocations etc. Infections. Arthritis. Tumour processes. Vascular abnormalities. Metabolic and endocrine abnormalities incl. Osteoporosis and Paget's disease. Soft tissue pathologies. Respiratory disease. Abdominal viscera and viscerals.

**Recommended Reading**

**Subject Hours**
One-hour lecture per week for the first semester. Two hours per week for the second semester comprising one one-hour lecture and one one-hour workshop/tutorial or equivalent.

**Assessment**
Written response slide exam at end of semester one, 100%; viva voce examination at end of semester two, 100%.

**HHD4779 CLINICAL DIAGNOSIS AND MANAGEMENT 3**
Campus City Flinders.

**Prerequisite(s)**
HHD4779 Clinical Diagnosis and Management 3; or equivalent.

**Content**
The subject aims to teach the students to recognise the clinical presentations of conditions affecting the named systems, and to understand the clinical tests and orthodox management protocols for them. By the end of the year the students should be able to recognise the clinical signs and symptoms of typical conditions affecting the named systems, carry out appropriate examinations, be able to interpret clinical tests, and understand the medical management of these conditions. The content will include: The cardiovascular, respiratory and gastrointestinal systems will be covered during the first semester, and the endocrine, genito-urinary, renal and haematological systems in the second semester. Case studies will be employed to facilitate student learning. The focus will be on the clinical presentation of conditions of the above-mentioned body systems with emphasis on the following areas: recognition of life-threatening conditions; the detailed clinical examination of the above-mentioned body systems; laboratory tests and special investigations which are commonly employed in the diagnosis of conditions affecting the above-mentioned body systems: important differential diagnostic pathways: a brief review of the orthodox medical management of conditions affecting the above systems.

**Required Reading**
The set of prepared Lecture notes is the only prescribed text for this course.

**Recommended Reading**

**Subject Hours**
Four hours per week or equivalent for two semesters comprising lectures, tutorials/workshops and practicals.

**Assessment**
Semester one: Written examination, 30%; practical/viva voce, 20%. Semester two: Written examination, 30%; practical/viva voce, 20%.

**HHD5739 DIAGNOSTIC IMAGING 2**
Campus City Flinders.

**Prerequisite(s)**
HHD4739 Diagnostic Imaging 1; or equivalent.

**Content**
The subject consolidates and expands on the knowledge commonly employed in the diagnosis of conditions affecting the above-mentioned body systems: important differential diagnostic pathways: a brief review of the orthodox medical management of conditions affecting the above systems.
specific body regions. By the end of the course the students should not only be able to recognise the radiological presentation of typical pathologies, but should also be aware of variations as seen in different body regions. Content will include: Review of pathologies by region using all imaging modalities. Skull, cervical spine, thoracic spine, chest, lumbar spine, abdomen incl. foetal screening, pelvis and hips, upper and lower limbs.

Required Reading
As for HHG4739 Diagnostic Imaging 1.

Recommended Reading
As for HHG4739 Diagnostic Imaging 1.

Subject Hours
Two hours per week for one semester comprising problem-based self-directed workshop sessions with problems set by tutors.

Assessment
Written response slide exam, 50%; viva voce exam, 50%.

HHG5115 PHILOSOPHICAL CONCEPTS OF HEALING

Campus City Flinders, St Albans.

Prerequisite(s) Nil.

Content
Approaches to healing throughout the world are embedded in notions of reality, truth, and values about health and illness. The subject explores the philosophies that underpin the major traditions of health and healing. Students are provided with the opportunity to explore and critically appraise the various philosophies. Areas of inquiry will include the general principles of: Oriental Medicine: Chinese, Japanese and Korean healing; Ayurveda and Yoga; Indian healing; Naturopathy; European natural therapy; Australian Aboriginal healing; Western healing; Shamanistic healing practices. The opportunity to explore the philosophies underlying health and healing practices will provide a broad foundation for the study of the sensory and cognitive healing approaches in the course.

Required Reading

Recommended Reading
To be advised by lecturer.

Subject Hours
Three hours per week for one semester comprising lectures and tutorials.

Assessment
Assignment (2000 words), 60%; journal, 40%.

HHG5125 THEORETICAL FOUNDATIONS OF HEALING

Campus City Flinders, St Albans.

Prerequisite(s) Nil.

Co-requisite(s) HHG5115 Philosophical Concepts of Healing.

Content
This subject provides a theoretical foundation for the study of a range of approaches to health and healing examined during the course. Students will critically appraise the increasing body of literature and research related to the environmental, social, psychological and spiritual dimensions of health and illness. The subject provides a framework that unifies the diverse approaches to healing. The principles informing the understanding of innate healing tendencies and the interconnection of mind and body are studied.

Required Reading
To be advised by lecturer.

Subject Hours
Three hours per week for one semester comprising lectures and tutorials.

Assessment
Two 2500 word assignments; 50% each.

HHG5135 HEALING 1: COLOUR, SOUND AND MOVEMENT

Campus City Flinders, St Albans.

Prerequisite(s) Nil.

Content
This subject will facilitate the exploration of the concept of health and healing through exposure to the creative processes involved in visual, aural and kinaesthetic techniques. Health and healing are seen in their broadest dimensions as the interconnectedness of the entire living system with the environment. The power of music, art and movement to influence a person and the interaction between environment is explored. The therapeutic effects of self expression to develop individual capacities to their full potential are examined through the use of colour, sound and movement. The focus of the subject is on the maintenance of wellness, rather than a focus on pathology and illness.

Required Reading
To be advised.

Subject Hours
Four hours per week for one semester comprising tutorials and experiential learning in the field.

Assessment
Fieldwork presentation and journal, 40%; major assignment, 60%.

HHG5145 THEORETICAL FOUNDATIONS OF HEALING 2

Campus City Flinders, St Albans.

Prerequisite(s) Nil.

Content
The subject further develops students’ knowledge of approaches to health and healing. Individual, group and family counselling theories are examined from both an Oriental and Western perspective. Within the counselling environment cultural differences will be explored and appropriate techniques applied.

Required Reading

Subject Hours
Three hours per week for one semester comprising tutorials and workshops.

Assessment
Journal, 20%; theory paper, 40%; participation, 40% (Skills demonstration, evidence of reading and class discussion).

HHG5245 HEALING 2: TACTILE THERAPIES

Campus St Albans.

Prerequisite(s) HHG5135 Healing 1: Colour, Sound and Movement; or equivalent.

Content
This subject provides the opportunity to further develop the knowledge and skills gained in Healing 1. The central focus of this subject is the conceptual and skill development of touch as a healing therapy. The therapeutic use of touch is a powerful healing tool utilised in many cultures to enhance growth and development in the young, promote and maintain well being, and to heal and comfort the sick. The conceptual, metaphysical and functional basis of Therapeutic Touch, Swedish massage and Shiatsu is studied from both an historical and contemporary perspective. The key principles of the therapeutic use of self, music, colour, scent and movement will be integrated into this unit.

Required Reading

Subject Hours
52 hours for one semester comprising tutorials, laboratories and fieldwork.

Assessment
Practical examination, 40%; field experience and journal, 20%; assignment, 40%.

HHG5255 HEALING 3: APPROACHES TO HEALING SKILLS

Campus St Albans.

Prerequisite(s) HHR0001 Introduction to Research Design and Methods; or equivalent.

Content
This subject builds on the key theoretical frameworks introduced in Theoretical Foundations of Healing Practice. Students are exposed to a broad range of techniques designed to teach individuals skills in maintaining well being and equilibrium. The meaning of health and well being is explored in the context of the link between stress arousal and the disease process.
combination of approaches which influence healing skills are examined, for example the concept of stress as described by Cannon, Lazarus, Selig, Spiegel and Solomon. The relaxation response as described by Benson and Jacobson is utilised. The skills of autogenic training, progressive relaxation, deep muscle relaxation, visual imagery, biofeedback, self-awareness techniques and body breathing exercises are explored. The application of these skills is discussed in relation to a range of situations.

Required Reading To be advised by lecturer.

Subject Hours 52 hours for one semester comprising 26 hours tutorials and 26 hours fieldwork.

Assessment Seminar presentation, 20%; essay, 40%; experiential workshop, 40%.

HHH5263 RESEARCH PROJECT

Campus St Albans.

Prerequisite(s) Nil.

Content This subject is the culminating unit and provides students with the opportunity to further develop and apply the knowledge and understanding acquired in previous subjects of the course. Students will develop a proposal and implement a project which critically analyses an area of professional interest relevant to healing therapies. The aims and objectives of this subject will be introduced to the students at the commencement of the course to allow for reflection and preparation for the project.


Subject Hours Individual contract learning: 39 hours for one semester.

Assessment Submission of learning contract and completed project, 100%.

HHH5105 INTRODUCTION TO CHINESE HERBAL MEDICINE

Campus City Flinders or St Albans.

Prerequisite(s) Nil.

Co-requisite(s) HHH5115 Clinical Pharmacology for Herbal Medicine; or equivalent.

Content The aim of this subject is to provide students with a detailed understanding of the theoretical foundations of Chinese herbal classifications and individual herbs. Specific attention will be given to 100 of the most common individual herbs, their energetic actions and functions, clinical application, combinations, preparations, precautions and contra-indications and TGA regulations as they currently exist in Australia.


Subject Hours The equivalent of three hours per week for one semester comprising of lectures and seminars.

Assessment Three-hour examination, 50%; assignment (2000 words), 50%. Students will be required to gain a pass in all assessment components.

HHH5115 CLINICAL PHARMACOLOGY FOR HERBAL MEDICINE

Campus City Flinders or St Albans.

Prerequisite(s) Nil.

Co-requisite(s) HHH5105 Introduction to Chinese Herbal Medicine; or equivalent.

Content This subject provides students with the opportunity to develop an understanding of the principles underlying the actions of drugs, poisons and xenobiotics relating to the use of Herbal Medicine. The subject will provide an overview of the scope of pharmacology and toxicology with particular emphasis on the interrelationships between herbs and drugs. Topics addressed will include concentration response relationships, adsorption of drugs and xenobiotics, and drug and xenobiotic distribution. The metabolism of xenobiotics including roles in drug elimination, detoxification, production of toxic and mutagenic intermediates, excretion, pharmacokinetics and clearance will also be addressed. The students understanding of drugs used in major diseases in relation to drug mechanisms, basic pharmacokinetics, adverse reactions and interactions known to occur with herbal remedies will also be enhanced. Students will be introduced to the current scheduling process for therapeutic products.


Subject Hours The equivalent of three hours per week for one semester comprising lectures and tutorials.

Assessment Two-hour examination, 50%; written assignment (2000 words), 50%.

HHH5125 FORMULAS AND STRATEGIES (PCM) 1

Campus City Flinders or St Albans.

Prerequisite(s) HHH5105 Introduction to Chinese Herbal Medicines, HHH5115 Clinical Pharmacology for Herbal Medicine; or equivalent.

Co-requisite(s) HHH5135 Formulas and Strategies (PCM) 2; or equivalent.

Content This aim of this subject is to provide students with a detailed understanding of the theoretical foundations and clinical reasoning patterns of the following Chinese herbal classifications: diaphoretics (jie biao ji), harmonisers, (he jie ji), heat eliminators (qing re ji), pungtives (xie sia ji) and internal warming formulae (wen qi ji). Students will be provided with the opportunity to explore and understand the theoretical underpinnings of the representative formulae of each for the herbal classifications, the energetic patterns associated with each of the respective formulae, the theoretical and clinical reasoning patterns explaining the development of modifications to principal formulae, appropriate dosage, treatment strategies, precautions, contra-indications and the
issue of patient compliance. In exploring the theoretical foundations of the construction of herbal formulae significant attention will be given to classical sources and modern interpretations to inform student learning. The unit of study also concentrates on the various forms in which prepared Chinese medicines are delivered: pills, powders, soup mixes, decoctions, wines and external applications such as plasters.

**Required Reading**


**Recommended Reading**


**Subject Hours**

The equivalent of three hours per week for one semester comprising of lectures and seminars.

**Assessment**

Two-hour examination, 50% written assignment (2000 words), 50%. Students will be required to gain a pass in all assessment components.

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**HHH5315 FORMULAS AND STRATEGIES (PCM) 2**

**Campus** City Flinders or St Albans.

**Prerequisite(s)**

HHH5105 Introduction To Chinese Herbal Medicines, HHH5115 Clinical Pharmacology for Herbal Medicine; or equivalent.

**Co-requisite(s)**

HHH5125 Formulas and Strategies (PCM) 1; or equivalent.

**Content**

This aim of this subject is to provide students with a detailed understanding of the theoretical foundations and clinical reasoning patterns of the following Chinese herbal classifications: tonification/sedation formulae (an shen jin), qi regulators (li qi), xue regulators (li xue ji), dampness resolving (qu shi ji) and wind damp eliminators (qu feng shi ji). Students will be provided with the opportunity to explore and understand the theoretical underpinnings of the representative formula(e) for each of the herbal classifications, the energetic patterns associated with each of the respective formulae, the theoretical and clinical reasoning patterns explaining the development of modifications to principal formulae, appropriate dosage treatment strategies, precautions, contra-indications and the issue of patient compliance. In exploring the theoretical foundations of the construction of herbal formulae significant attention will be given to classical sources and modern interpretations to inform student learning. Attention will be given to the various forms in which prepared Chinese medicines are delivered: pills, powders, soup mixes, decoctions, wines and external applications such as plasters.

**Required Reading**


**Recommended Reading**


**Subject Hours**

The equivalent of three hours per week for one semester comprising of lecture and seminar.

**Assessment**

Two-hour examination, 50% assignment (2000 words), 50%. Students will be required to gain a pass in all assessment components.

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**HHH5225 FORMULAS AND STRATEGIES (PCM) 3**

**Campus** City Flinders or St Albans.

**Prerequisite(s)**

HHH5125 Formulas and Strategies (PCM) 1, HHH5135 Formulas and Strategies (PCM) 2; or equivalent.

**Co-requisite(s)**

HHH5235 Clinical Specialities (PCM) 2; or equivalent.

**Content**

This aim of this subject is to provide students with a detailed understanding of the theoretical foundations and clinical reasoning patterns of the following Chinese herbal classifications: tonification formulae (bu yi ji), anti-asthmatic/phlegm resolvers (ding chuan ji/shou hua tan zhi he), resuscitation formulae (kai qiao ji), dyspepsia relieving (xiao dao ji) and astringents (shao lian ji). Students will be provided with the opportunity to explore and understand the theoretical underpinnings of the representative formula(e) for each of the herbal classifications, the energetic patterns associated with each of the respective formulae, the theoretical and clinical reasoning patterns explaining the development of modifications to principal formulae, appropriate dosage treatment strategies, precautions, contra-indications and the issue of patient compliance. In exploring the theoretical
foundations of the construction of herbal formulae significant attention will be given to classical sources and modern interpretations to inform student learning. The unit of study also concentrates on the various forms in which prepared Chinese medicines are delivered: pills, powders, soup mixes, decoctions, wines and external applications such as plasters.


**HHH5235 CLINICAL SPECIALITIES (PCM) Campus** City Flinders or St Albans. **Prerequisite(s)** HHH5125 Formulas and Strategies (PCM) 1, HHH5125 Formulas and Strategies (PCM) 2; or equivalent. **Co-requisite(s)** HHH5125 Formulas and Strategies (PCM) 3; or equivalent. **Content** This aim of this subject is to provide students with a detailed understanding of the theoretical foundations and clinical reasoning patterns of the following specialist areas of practice in Chinese medicine: obstetrics and gynaecology, paediatrics, and orthopaedics and traumatology. Students will be provided with the opportunity to explore, understand and assess critically the theoretical underpinnings of the representative formula(e) for each of the herbal classifications, the energetic patterns associated with each of the respective formulae, the theoretical and clinical reasoning explaining the development of modifications to principal formulae, treatment strategies, appropriate dosage, precautions, contra-indications and the issue of patient compliance. In exploring the theoretical foundations of the construction of herbal formulae significant attention will be given to classical sources and modern interpretations to inform student learning. The unit of study also concentrates on the various forms in which prepared Chinese medicines are delivered: pills, powders, soup mixes, decoctions, wines and external applications such as plasters.


**HHH5245 PCMD CLINICAL PRACTICUM Campus** City Flinders or St Albans. **Prerequisite(s)** HHH5225 Formulas and Strategies (PCM) 3, HHH5235 Clinical Specialities (PCM); or equivalent. **Content** This subject provides students with the opportunity to integrate, consolidate and apply the information studied in the previous theoretical subjects under the instruction and guidance of an experienced practitioner of Chinese Herbal Medicine. Students will undertake diagnosis, clinical assessment and develop herbal prescriptions within the clinical setting.

HHI5001 CLINICAL INTERNAL MEDICINE

Campus St Albans &/or City.

Prerequisite(s) Nil.

Content This subject examines in detail traditional Chinese internal medicine (Nei Ke) based on the system of 52 disorders as specified in the major classic Jin Cai Yau Lue. The traditional classifications and treatment of illnesses - gan maoyo, fei weiy, fei yang, xiao zheng, chuan zheng, fei zheng, fei lao, tan yin, zi han, dao han, xue zheng, jing ji, zheng chong, xiong bi, xian zheng, wei tong, ye ge, ou tu, e ni, xie xie, li li, huo lao, tu tong, bai hong, xie tong, tuan dan, ji ju, gu zhang, guo tong, xuan yun, zhong feng, jing ting, ying liu, mei ji, shi zhi, lin zheng, bi zheng, wei zheng, nei shang, ren qin, xu lao, ben tun qu, bu mei, duo mei, xue jian, xue zheng, xue zhang, dian kuang. Categories of clinical significance will be emphasised and additional disorders of relevance to clinical practice in Australia will be examined. The need to individualise prescriptions is stressed and case histories from the class are used to demonstrate this aspect.

Required Reading

Subject Hours
- Two 2 hour seminars per week for one semester.

Assessment
- Two seminar presentations (each 25%); assignment of 1,500 words (20%); final exam (30%). A pass must be gained for each component of the assessment.

HHI5002 CLINICAL CHINESE MEDICAL GYNAECOLOGY AND DERMATOLOGY

Campus St Albans &/or City.

Prerequisite(s) HHI5001 Clinical Internal Medicine; or equivalent.

Content The development of TCM gynaecology and dermatology; physiology, pathology, aetiology, diagnosis, differentiation of gynaecological conditions; therapeutic principles and methods. Disorders include: menopathies, vaginal disorders, gestational disorders, post-partum disorders, miscellaneous diseases. Case studies. Selected materia medica. With regard to dermatology disorders include: eczema, dermatitis, psoriasis, fungal diseases and other frequently encountered skin disorders. Case studies. Selected materia medica.

Required Reading

HHK5001 SPORTS & MUSCULO-SKELETAL MEDICINE FOR ACUPUNCTURISTS

Campus St Albans &/or City.

Prerequisite(s) HHK5115 Acupuncture & Moxibustion 1; or equivalent.

Content This subject consolidates and further develops the student's skills in the Chinese Medical approach to sports performance enhancement and the diagnosis, treatment and management of sports injuries and musculo-skeletal disorders. The material covered will include the application of acupuncture, moxibustion, cupping, electro-acupuncture, point injection therapy, needle threading; through & through needling, needle embedding, tui na, laser therapy, magnet therapy, gua sha, ointments, poultices, plasters, exercise & rest, shi liao and nutritional supplements.

Required Reading

Subject Hours The equivalent of 4 hours per week for one semester comprising seminars, practical demonstrations, practice workshops and student presentations.

Assessment One oral practical assessment (35%); one test (35%); and one assignment (30%). A pass must be gained in each component of assessment.

HHL3002 GYNAECOLOGY AND OBSTETRICS FOR ACUPUNCTURISTS

Campus St Albans &/or City.

Prerequisite(s) HHK5155 Acupuncture & Moxibustion 2; or equivalent.

Content Gynaecology: This subject consolidates and further develops the student's skills in the Chinese medical approach to gynaecology and obstetrics. Topics covered will include: the development of Chinese medical gynaecology; gynaecological physiology; pathology, aetiology, diagnosis, differentiation of gynaecological conditions; therapeutic principles and methods, disorders including menopahpsis, vaginal disorders, gestational disorders, post-partum disorders, miscellaneous diseases, case studies. Obstetrics: Acupuncture obstetrics including contraindications & precautions, acupuncture treatment of disorders during pregnancy and labour, acupuncture induced labour, acupuncture assisted birth, the treatment of pain, anxiety and other conditions during labour, pre and post-natal care, the acupuncturist as part of the neonatal health practitioner team, birth options and settings; cultural perspectives on birth and birthing.


Subject Hours The equivalent of 4 hours per week for one semester comprising seminars, practical demonstrations and practice workshops.

Assessment Seminar presentation (25%); assignment of 1,500 words (25%); final exam (50%). A pass must be gained in each component of assessment.

HHL4029 NUTRITION AND DIET 1

Campus City Flinders.

Prerequisite(s) HHL3919 Pharmacology 1; SBF2739 Biochemistry 2; or equivalent.

Content The subject aims to introduce students to nutritional theory and revise the physiology of nutrition. To consider the relationship of food to disease and obtain an overview of eating disorders. At the completion of the subject students should have an understanding of the role of food in disease, what constitutes a balanced diet, and what factors may be involved in eating disorders. Content will include: Definition and terms. The balanced diet – omnivore, vegetarian etc. Diet and disease. Nutritional deficiency; aetiology; pathogenesis; and dietary treatment. Obesity, Anorexia and Bulimia. Introduction to concepts of dietary therapy.


Subject Hours Two hours per week for one semester comprising one one-hour lecture and one one-hour tutorial or equivalent.

Assessment Written examination, 60%; assignment, (2000 words) 40%.

HHL4929 PHARMACOLOGY 2 (OSTEOPATHY)

Campus City Flinders.

Prerequisite(s) HHL3919 Pharmacology 1 (Osteopathy) ; or equivalent.

Content The subject aims to expand and consolidate knowledge acquired in the subject HHL3919 Pharmacology 1. By the end of the course students should have an understanding of basic pharmacology, interactions and adverse effects of the major drugs seen in osteopathic practice, and should have an understanding of referral procedures and ethical issues. Content will include: Continuing overview of major drug categories – actions, indications, contra-indications, interactions, adverse effects and implications for the osteopath of the following drugs: Drugs used in gastro-intestinal problems and cardiovascular conditions. Drugs affecting the central nervous system. Drugs used in endocrine disorders. Cytotoxics and immunosuppressants. Immunisation and the immunisation debate. Recreational drugs and effects of substance abuse.

Required Reading As for HHL3919 Pharmacology 1.

Subject Hours Equivalent of 2 hrs per week for one semester comprising self-directed study from dedicated CD ROM and tutorials/workshops.

Assessment Written examination, 100%.

HHL4893 RESEARCH 1

Campus City Flinders.

Prerequisite(s) HHHM3439 Biometry 3; or equivalent.

Content The subject aims to assist and facilitate the preparation of a proposal and ethics documentation for the minor thesis required for the completion of the Master of Health Science - Osteopathy course. By the end of the year the students should have successfully completed their Masters by coursework proposals and ethics documents, and should be working on data collection. Content will include: Preparation of a research project proposal and ethics documentation including the necessary literature search. The project itself is to be completed during Year 1 of the Masters Degree either as a minor dissertation or as a paper for publication. The project will need to be presented to the Ethics and Research
Committee and passed by that committee prior to being implemented.

**Required Reading** As for HHM3439 Biometry 3.

**Recommended Reading** This will depend on the research topic to be undertaken. It should have some reference to osteopathy.

**Subject Hours** Two hours of tutorial/workshop & three hours self-directed study with access to supervisors per week for semester one. 2 hrs self-directed study with access to supervisors per week for semester two.

**Assessment** Oral presentation of project proposal, 30%; acceptance of proposal and ethics documentation, 70%.

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**HHL5049 NUTRITION AND DIET 2**

**Campus** City Flinders.

**Prerequisite(s)** HHL4029 Nutrition and Diet 1; or equivalent.

**Content** The subject aims to study the role of various nutrients in both health and disease and to investigate the concept of food as medicine and consider naturopathic concepts. By the end of the course the students should have sufficient knowledge to be able to recognise nutritional deficiencies and eating disorders in patients, and to act appropriately in those situations. The following topics will be discussed in lectures, Carbohydrates, Fats, Proteins, Vitamins, Minerals, The Healthy Diet, Diet and Disease, Food Hygiene and Naturopathic concepts. Tutorials will address issues arising from both the core tutorial exercise of keeping a food diary for one week which is subsequently analysed and from topics that are stimulated by lectures and discussion.

**Required Reading** As for HHL 4029 Nutrition and Diet 1.

**Subject Hours** Two hours per week or equivalent for one semester comprising lectures and tutorials/workshops.

**Assessment** Food diary, 40%; assignments, 60%.

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**HHM3899 RESEARCH 2**

**Campus** City Flinders.

**Prerequisite(s)** HHM3439 Biometry 3; HH4939 Research 1; or equivalent.

**Content** The subject aims to facilitate the successful completion of the Masters of Health Science – Osteopathy minor thesis. By the end of this course the students should have completed their minor thesis and will have acquired the research skills necessary for further research projects. The minor research thesis which was prepared during the year one of the Master of Health Science - Osteopathy, should be completed and written up for assessment. All students are expected to complete the project as a minor thesis or paper for publication. Supervisors will assist where necessary.

**Required Reading** As for HHM3439 Biometry 3 and HH4939 Research 1.

**Subject Hours** Two hours per week for semester one of tutorial/workshop sessions related to the research thesis. Two hours per week of self-directed study with access to supervisors in semester one, and four hours per week of workshops or self-directed study with access to supervisors in semester two.

**Assessment** Oral presentation of project, 30%; written presentation of thesis, 70%.

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**HHM6800 RESEARCH THESIS (FULL-TIME)**

**Campus** Footscray Park.

**Prerequisite(s)** Eligibility for entry to a Masters by Research or Doctor of Philosophy program.

**Content** This subject aims to expand the scope of students’ technical and clinical skills, building on the foundations gained in the HBOS course. Additional osteopathic techniques will be taught, there will be a continuing emphasis on preventive care, including clinical ergonomics, and there will be an introduction to patient management skills. By the end of the course the students should have further expanded their technical range, and should be aware of aspects of patient and practice management which will then be studied further in year two of the Master of Health Science - Osteopathy. Content will include: the various models of osteopathic treatment; strain/counterstrain and functional techniques. Clinical ergonomics for osteopaths, incl. occupational health. Problems of patient management – time management, treatment of infants, children the elderly and disabled, osteopathy and the law, medical letter and report writing, the role of osteopathy in overall healthcare management. Presentation of patient information – case conferencing.


**Recommended Reading** D’Ambrogio KJ and Roth GB, 1997 Positional Release Therapy, Mosby; St. Louis.

**Subject Hours** Five hours per week or equivalent for two semesters comprising lectures, tutorials/workshops and practical sessions.

**Assessment** Semester one: practical examination, 30%; assignment 2000 words, 20%. Semester two, practical examination, 30%; assignment 2000 words, 20%.

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**HHO4589 OSTEOPATHIC SCIENCE 4**

**Campus** City Flinders.

**Prerequisite(s)** HHO3589 Osteopathic Science 3; or equivalent.

**Content** The subject aims to enable students to competently research an area of study utilising knowledge and skills gained in previous studies, consists of a project carried out by students on an individual basis. The project is expected to be an investigation of an approved topic, followed by the submission of a suitably formatted thesis in which the topic is introduced and formulated; the investigation described in detail; results and conclusions from the study elaborated; and an extended discussion presented. Students may be required to undertake some lecture courses, as specified at the time of commencement.

**Required Reading** To be advised by supervisor.

**Subject Hours** Independent research in addition to regular meetings with the student supervisors.

**Assessment** The thesis will normally be assessed by at least two expert examiners from an appropriate area of expertise.

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**HHO5581 OSTEOPATHIC HISTORY & PRINCIPLES 1**

**Campus** City Flinders.

**Prerequisite(s)** Nil.
Content
The subject aims to introduce students to the historical origins and development of osteopathy as a therapy, to its theoretical principles and the research basis for osteopathic theory, and to the concepts underlying osteopathic diagnosis and therapeutic approaches. At the conclusion of the subject students should have an understanding of osteopathic history and theory, and should have developed an understanding of the principles of osteopathic diagnosis and osteopathic therapeutics. Content will include: Terminology. Historical development of osteopathic medicine as a primary health care field. Philosophy of osteopathic health care to include examination of osteopathic principles both theoretical and those that have some evidence based upon research. Development of the conceptual framework for osteopathic practice. Consideration of the functioning of the individual as a whole. ART Asymmetry, Range of motion, Tissue texture change and the application of this principle to patient care. The historical context and development of the “osteopathic lesion” and its implication to osteopathic practice and health. Somatic dysfunction, its diagnosis including barrier principles. Somatic dysfunction and its relationship to disease causation/treatment. Deviations of health or “wellness” into metabolic, hormonal, neural, enzymatic, psychological etc disturbances and the osteopathic treatment approach to each. Integration of the osteopathic treatment prescription. Contraindications to osteopathic care both absolute and relative.

Required Reading

Subject Hours
10 hours per residential unit for two residential programs, comprising lectures, tutorials and workshops.

Assessment
3000 word assignment, 30%; written examination, 70%.

HHO5502 OSTEOPATHIC HISTORY & PRINCIPLES 2

Campus
City Flinders.

Prerequisite(s)
HHO5501 Osteopathic History & Principles 1, HHO5511 Osteopathic Technique 1, HHO5521 Osteopathic Diagnosis 1, HHC5531 Clinical Practice 1, or equivalent.

Content
This subject aims to consolidate and further develop knowledge acquired in the subject HHO5501 Osteopathic History and Principles 1. It will explore the theoretical and research basis of osteopathy, consider the various “models” of osteopathic treatment, and explore the role that osteopathic considerations may play in systemic dysfunction. The role of Registration Boards, professional associations and their codes of conduct will also be discussed. By the end of this subject the students should have a thorough understanding of the theoretical basis of osteopathy, have a grasp of the various models of osteopathic treatment, and be developing an understanding of how osteopathic techniques and approaches may be used in the management of systemic conditions. They will also understand the roles of the Registration Boards and professional associations and their codes of conduct. Content will include: The neurophysiological mechanisms underpinning osteopathic principles and practice. Further exploration of the different ‘models’ used by osteopaths to formulate a diagnosis and prescribe osteopathic treatment. The historical development of these ‘models’ and review of research that may or may not validate practice: Parasympathetic and sympathetic control, Zink patterns, Chapman’s reflexes, Lymphatic techniques, Visceral osteopathy, Cranial osteopathy: Osteopathic considerations in systemic dysfunction. The responsibilities of practitioners in professional practice. The norms of conduct expected by the Registration Boards and by colleagues in the Osteopathic and allied professions. Professional societies. Code of Ethics. Advertising restrictions.

Required Reading

Subject Hours
10 hours per residential unit or one residential unit comprising lectures, tutorials and workshops.

Assessment
3000 word assignment, 30%; written examination, 70%.

HHO5509 OSTEOPATHIC SCIENCE 5

Campus
City Flinders.

Prerequisite(s)
HHO4589 Osteopathic Science 4; or equivalent.

Content
This subject aims to complete the teaching of osteopathic techniques; to further emphasise preventive care via exercise prescription, and to teach the students the business and administrative skills required to run a practice. By the end of this subject the students should be competent in a broad range of osteopathic techniques, and should be able to advise patients on a broad range of preventive healthcare options. They should have the business and administrative skills necessary to open and run their own practices. Content will include: Reinforcement of ethical and interprofessional issues. Visceral osteopathy. Cranio-sacral osteopathy. Advanced osteopathic technique – refinement and further development of techniques. Practice management – how to set up and operate a practice, incl. accounting and tax planning. Exercise prescription for specific purposes and conditions. Orthopaedic surgical procedures and their implications for osteopaths. The osteopath in practice – public health issues, the healthcare system and the place of osteopathy, government health policy and the economic imperative in healthcare.

Required Reading

Recommended Reading

Subject Hours
Six hours per week or equivalent for two semesters comprising lectures, practicals and workshops.

Assessment
Semester one: practical examinations, 40%; Semester two: practical examinations, 40%; assignment 2000 words, 20%.

HHO5511 OSTEOPATHIC TECHNIQUE 1

Campus
City Flinders.

Prerequisite(s)
Nil.

Content
This subject aims to introduce students to basic osteopathic techniques for both soft tissues and articular structures,
including articulatory, muscle energy and high velocity, low-amplitude thrust techniques, and to develop the palpatory skills needed for a successful application. On completion of the subject the students should be able to locate and assess dysfunctional tissues, and should be able to apply the techniques taught to most areas of the musculoskeletal system. They should also be aware of contraindications to the use of these techniques. Content will include: Technique will include the development of high level palpatory skills to facilitate an awareness of the characteristics of both normal and dysfunctional tissues. Spinal segmental palpation examination. Basic soft tissue techniques applicable to the musculoskeletal system. The use of long and short leverages to induce motion within the musculoskeletal system. Articulatory techniques as applicable to: Appendicular skeleton, Cervical spine, Thoracic spine, Lumbar spine, Pelvis, High Velocity Low Amplitude HVLA thrust techniques for the appendicular skeleton and non-junctional areas of the spinal column. Introduction to Muscle Energy Techniques MET - principles and application to all soft tissues and joints of the body to normalise mechanics. Absolute and relative contraindications to the use of these techniques. Required Reading Beal M C Ed 1989 The Principles of Palpatory Diagnosis and Manipulative Technique American Academy of Osteopathy Newark Ohio. Greenman P 1989 Principles of Manual Medicine Baltimore Williams and Wilkins. Hartman L 1997 Handbook of Osteopathic Technique 3rd Ed. London Chapman & Hall. Mitchell F L 1995 The Muscle Energy Manual. Vol 1. JMET Press East Lansing, Michigan. Ward RC Editor 1997 Foundations for Osteopathic Medicine Baltimore Williams and Wilkins. Recommended Reading Dr Giovanna E L and Schiowitz E 1991 An Osteopathic Approach to Diagnosis and Treatment Lippincott Philadelphia. Fryette H H 1954 Principles of Osteopathic Technic Academy of Applied Osteopathy Carmel California. Graham K E Outline of Muscle Energy Techniques Oklahoma College of Osteopathic Medicine and Surgery. Mitchell F L, Moran P S and Pruzzo N A 1979 An Evaluation and Treatment Manual of Osteopathic Muscle Energy Procedures Valley Park Mo 63088 Mitchell, Moran and Pruzzo Associates. Stoddard A 1980 Manual of Osteopathic Technique Hutchinson 3rd Ed London. Walton W J 1989 Osteopathic Diagnosis and Technique Procedures American Academy of Osteopathy. Wernham G and Waldman M An Illustrated Manual of Osteopathic Technique Maidstone Osteopathic Clinic. Subject Hours 50 hours for residential unit 1 and residential unit 2, comprising lectures, practical labs and workshops. Optional elective component: This elective must be eligible for the award of continuing medical education CME credits from statutory osteopathic accrediting agencies and be agreed by the course coordinator. Exemption will be for attendance hours only; Students will be expected to successfully complete all examinations. Assessment Practical & viva voce examinations, 100%.  

HHO5521 OSTEOPATHIC TECHNIQUE 2  

Campus City Flinders.  

Prerequisite(s) HHO5501 Osteopathic History & Principles 1, HHO5511 Osteopathic Technique 1, HHO5521 Osteopathic Diagnosis 1, HHC5531 Clinical Practice 1; or equivalent.  

Content This subject aims to expand the range of osteopathic manual techniques that the students can use, and will include additional high velocity, low amplitude thrust techniques for junctional areas, plus introduction to osteopathic indirect techniques, and the cautions and contraindications for these. By the completion of this subject, the students will have a basic grounding in all of the commonly used osteopathic techniques, and will have an awareness of their appropriate application and the contraindications to their use. Content will include: Further development of osteopathic palpatory skills with awareness of the nature of the forces used; analysis of skills into categories of rhythmic, low velocity stress and thrust techniques. Development of the ability to formulate a suitable treatment program for a variety of patients and clinical conditions considering age, occupation, life style etc. Further development of osteopathic skills and the use of leverages in osteopathic treatment regimes. High Velocity Low Amplitude HVLA thrust techniques to the junctional areas of the spinal column. To include: Atlanto-occipital joint, Atlanto-axial joint, Cervico-dorsal junction, Dorso-lumbar junction, Lumbo-sacral articulation. HVLA thrust techniques to the ribs and pelvis. Continued development of skills in the application of soft tissue, articulation and muscle energy techniques. Introduction to the following technical approaches: Fascial release, Neuromuscular technique/inhibition, Functional technique, Strain/counterstrain, Visceral osteopathy, Cranio-sacral techniques. Common and less common clinical presentations - the various osteopathic treatment approaches to these.  


Subject Hours 50 hours per residential unit one residential unit comprising lectures, workshops and practical labs. Assessment Practical & viva voce examination, 100%.  

HHO5521 OSTEOPATHIC DIAGNOSIS 1  

Campus City Flinders.  

Prerequisite(s) Nil.  

Content This subject aims to teach students the skills required to take an osteopathic case history and carry out a full osteopathic physical examination. By the conclusion, the students should be able to take a full osteopathically-oriented case history and carry out an osteopathic physical examination using observation, palpation and motion testing. Content will include: The osteopathic case history. Emphasis will be placed upon the role of pre-symptomatic precipitating and maintaining factors in the development of an osteopathic diagnosis and prognosis. The importance of observation of the patient prior to palpatory examination will be stressed. Special attention will be placed upon: Erect and sitting posture, Gait, Occupational and environmental stresses. Recognition of contraindications to the use of osteopathic techniques from the history, examination, and special investigations. The importance of segmental spinal examination in the
formulation of a mechanical/motion diagnosis. Osteopathic considerations in systemic dysfunction.


**Subject Hours** 15 hours for residential unit 1 and residential unit 2 comprising lectures, workshops and practical labs.

**Assessment** Practical examinations, 50%; assignments, 50%.

**HHO5522 OSTEOPATHIC DIAGNOSIS 2**

**Campus** City Flinders.

**Prerequisite(s)** HHO5501 Osteopathic History & Principles 1, HHO5511 Osteopathic Technique 1, HHO5521 Osteopathic Diagnosis 1, HH5531 Clinical Practice 1, or equivalent.

**Content** The subject aims to consolidate and further develop knowledge acquired in the subject HHO5521 Osteopathic Diagnosis 1. Consideration will be given to causes of orthopaedic and osteopathic dysfunction, to the formulation of osteopathic differential diagnoses, and to the formulation of a comprehensive osteopathic treatment plan. The students will be able, at the end of the subject, to carry out full orthopaedic and osteopathic assessment of patients, to formulate osteopathic differential diagnoses, and to devise a treatment plan suitable for individual patients, taking all safety aspects into consideration. Content will include: Evaluation of musculoskeletal and neuraxial dysfunction. Osteopathic differential diagnosis. Formulation of structured and sequenced treatment prescriptions arising from osteopathic diagnosis. Detection of somatic dysfunction. Abnormalities of spinal mechanics: congenital, acquired and developmental. Osteopathic considerations in systemic dysfunction. Review of literature and manipulative therapy critique.


**Subject Hours** 15 hours per residential unit for both residential programs comprising lectures, tutorials and workshops.

**Assessment** Practical examination, 50%; assignment, 50%.

**HHP5534 EMERGENCY SERVICE MANAGEMENT**

**Campus** Distance Education / St Albans Campus

**Prerequisite(s)** Nil.

**Content** This subject will examine the effects of management theories and practices on emergency service workers in an emergency care setting and context. Students will explore organisational structures and models, policy and decision-making and its effect on the operations of emergency services. Consideration of strategic planning, culture, group dynamics, and behaviour will be explored to discover the potential social impact on practitioners and the care of the community.


**Subject Hours** Thirty-nine hours per semester for one semester or off-campus equivalent. Students may be offered a study block.

**Assessment** Two written presentations of 2,500 words (each 50%), or if agreed upon by the course co-ordinator, one written assignment of 5,000 words (100%). Students must pass each component of assessment to pass the subject.

**HHP5335 EMERGENCY SERVICE QUALITY AND INNOVATION**

**Campus** Distance Education / St Albans Campus

**Prerequisite(s)** Nil.

**Content** Quality management systems have been widely implemented into emergency services. Quality management systems have been linked with innovation. This subject will examine the types of quality management systems that have been implemented into emergency services. It will then go onto explore the concept of quality management and its outcomes on an organisation. Further the subject will explore the concept that quality management systems lead to innovation. Students will be introduced to the notion of innovation and how innovation develops and works within emergency service organisations. Finally students will be expected to critically analyse and argue a point of view related to quality and innovation within emergency service organisations.


**Subject Hours** Thirty-nine hours per semester for one semester or off-campus equivalent. Students may be offered a study block.

**Assessment** Two written presentations of 2,500 words (each 50%), or if agreed upon by the course co-ordinator, one written assignment of 5,000 words (100%). Students must pass each component of assessment to pass the subject.

**HHP5620 ADVANCED CARDIAC CARE**

**Campus** St Albans, Off Campus

**Prerequisite(s)** HFB3122 Professional Basis of Paramedic Practice 2; or equivalent.

**Content** This subject builds on the experienced paramedic's cardiac care knowledge. It provides an opportunity to acquire and practice medical protocols and guidelines peculiar to cardiac related emergencies. Areas covered will include adult and paediatric cardiac arrhythmias, arrest, infarctions, and haemodynamic abnormalities. The protocols of various states, national and international authorities will be reviewed analysed and practiced in theoretical and practical scenarios. The subject aims to prepare the student as an advanced cardiac care paramedic, or form a component of the student's preparation as an intensive care paramedic practicing independently under the authority of medical supervision.

**Required Reading** To be advised by lecturer.

**Subject Hours** Fifty-two hours per semester for one semester comprising lectures, tutorials, class discussions and scenarios or equivalent for off-campus students. For off-campus students a residential school may be offered.

**Assessment** Examination, 60%; portfolio, 40%. Students must pass each component in order to pass the subject.
HHP5641 ADVANCED MEDICAL CARE
Campus St Albans, Off Campus
Prerequisite(s) HFB3122 Professional Basis of Paramedic Practice 2; or equivalent.
Content This subject builds on the experienced paramedic's general medical care knowledge. It provides an opportunity to acquire and practice medical protocols and guidelines peculiar to respiratory, neurological, endocrine, substance abuse and immunological related emergencies. Areas covered will include adult and paediatric emergencies. The protocols of various states, national and international authorities will be reviewed analysed and practiced in theoretical and practical scenarios. The subject aims to form a component of the student's preparation as an intensive care paramedic, practicing independently under the authority of medical supervision.
Required Reading To be advised by lecturer.
Subject Hours Thirty nine hours per semester for one semester comprising lectures, tutorials, class discussions and scenarios two hours per semester for one semester or equivalent for off campus students. For off campus students a residential school may be offered.
Assessment Examination, 60% portfolio, 40%. Students must pass each component in order to pass the subject.

HHP5661 ADVANCED TRAUMA CARE
Campus St Albans, Off Campus.
Prerequisite(s) HFB3122 Professional Basis of Paramedic Practice 2; or equivalent.
Content This subject builds on the experienced paramedic's trauma care knowledge. It provides an opportunity to acquire and practice medical protocols and guidelines peculiar to trauma related emergencies. Areas covered will include adult and paediatric musculoskeletal, hypovolaemic, penetrating and blunt injuries, burns, and head and chest injuries resulting from trauma. The protocols of various states, national and international authorities will be reviewed analysed and practiced in theoretical and practical scenarios. The subject aims to form a component of the student's preparation as an intensive care paramedic, practicing independently under the authority of medical supervision.
Required Reading To be advised by lecturer.
Subject Hours Thirty nine hours per semester for one semester comprising lectures, tutorials, class discussions and scenarios or equivalent for off campus students. For off campus students a residential school may be offered.
Assessment Examination, 60% portfolio, 40%. Students must pass each component in order to pass the subject.

HHP5680 ADVANCED PARAMEDICAL PRACTICE
Campus St Albans, Off Campus.
Prerequisite(s) Nil
Corequisite(s) Either HHP5620 Advanced Cardiac Care, HHP5640 Advanced Medical Care HHP5660 Advanced Trauma Care; or equivalent.
Content This subject is designed to provide the student with knowledge and skills in medically invasive and advanced procedures necessary for advanced life support care. Areas covered will include intravenous, subcutaneous, and intramuscular injections, intravenous and intraosseous cannulation, endotracheal intubation, cricothyrotomy, nasogastric tubing, chest decompression, and the pneumatic anti-shock garment. Clinical placement and/or laboratories will be required in order that students may gain practical experience and assessment in the areas of intravenous injection and cannulation, and endotracheal intubation.
Required Reading To be advised by lecturer.

HHP5681 ADVANCED PARAMEDICAL PRACTICE 1
Campus Distance Education / St Albans Campus
Prerequisite(s) Nil
Content This subject is designed to provide the student with knowledge and skills in advanced paramedical intervention and procedures necessary for paramedic practitioner practice. Areas covered may include the practical application of clinical presentations and problems, health assessment, radiology, medical testing, suturing, and paramedic practitioner management. Clinical placement and/or advanced clinical competency assessment in a laboratory will be required in order that students may demonstrate and undertake practical assessment in the above areas.
Subject Hours Fifty-two hours per semester for one semester comprising lectures, tutorials, class discussions, laboratories and scenarios or equivalent for off campus students. For off campus students a residential school may be offered.
Assessment Subject Portfolio (100%).

HHP5711 CLINICAL DIAGNOSIS AND HEALTH CARE INTERVENTION
Campus St Albans, Off Campus.
Prerequisite(s) Nil
Content This subject is an introduction to general and occupational environments, and environmental hygiene. The generation of wastes and its environmental impact together with an introduction to sampling and monitoring is covered. Principles and strategies of control concerning occupational and environmental hazards and emissions are reviewed. Self-sufficiency and the remote work/living environment will be discussed.
Required Reading To be advised by lecturer.
Subject Hours Thirty-nine hours per semester for one semester comprising lectures, tutorials, class discussions, and laboratories or equivalent for off campus students. For off campus students a residential school may be offered.
Assessment Examination, 60% portfolio, 40%. Students must pass each component in order to pass the subject.

HHP5740 OCCUPATIONAL HEALTH AND SAFETY
Campus St Albans, Off Campus.
Prerequisite(s) Nil
Content This subject will cover the principles of occupational health and safety, emergency situations, types of hazards and risk assessment and management for the paramedic.
Required Reading To be advised by lecturer.
Subject Hours Thirty-nine hours per semester for one semester comprising lectures, tutorials, class discussions, and laboratories or equivalent for off campus students. For off campus students a residential school may be offered.
Assessment Examination, 60% portfolio, 40%. Students must pass each component in order to pass the subject.

HHP5761 REMOTE HEALTH PRACTICE
Campus St Albans, Off Campus.
HHP5820 CLINICAL STUDIES IN AVIATION MEDICINE

Campus St Albans, Off Campus.

Prerequisite(s) Nil.

Content This subject will provide the health practitioner with the required skills and knowledge to practice in the aeromedical environment peculiar to fixed and rotary wing aircraft. The subject will cover the physiological effects of altitude on the patient and aircrew, and the aviation environment as a workplace.

Required Reading To be advised by Lecturer.

Subject Hours Fifty-two hours per semester for one semester comprising lectures, tutorials, class discussions, and laboratories or equivalent for off campus students. For off campus students a residential school may be offered.

Assessment Examination, 60%; aviation medicine portfolio, 40%. Students must pass each component in order to pass the subject.

HHP5841 AEROMEDICAL FLIGHT SAFETY

Campus St Albans, Off Campus.

Prerequisite(s) Nil.

Content This subject prepares the student for safe function as a member of an air medical crew within and about fixed and rotary wing aircraft. Areas that will be covered include patient loading/unloading, identification of aircraft components and function, emergency equipment operation, pilot authority and responsibilities, emergency landing, survival procedures, rotary wing aircraft submersion escape, aircraft refuelling, use of aircraft intercom and radio systems, and the identification and operation of various aircraft emergency exits.

Required Reading To be advised by Lecturer.

Subject Hours Thirty nine hours per semester for one semester comprising lectures, tutorials, class discussions, and field exercises or equivalent for off campus students. For off campus students a residential school may be offered.

Assessment Examination, 60%; flight safety portfolio, 40%. Students must pass each component in order to pass the subject.

HHP5861 HELICOPTER SEARCH AND RESCUE

Campus St Albans, Off Campus.

Prerequisite(s) Passed Physical Examination and Fitness Test, HHP5840 Aeromedical Flight Safety; or equivalent.

Content This subject will prepare the paramedic to perform as an external rescue crewmember on-board a rescue-configured helicopter. Subject areas will include search and rescue (SAR) operations, structural and techniques, patient assessment, preparation and care, down-the-wire winching and static line patient recovery, stretcher winching, water entry and rescues, and night-run operation. The subject will primarily involve a high content of practical training utilising a SAR helicopter at various locations and in varying conditions.

Required Reading To be advised by lecturer.

Subject Hours Thirty nine hours per semester for one semester comprising lectures, tutorials, class discussions, field exercises, and skill laboratories or equivalent for off campus students. For off campus students a residential school may be offered.

Assessment Examination, 60%; search and rescue portfolio, 40%. Students must pass each component in order to pass the subject.

HHP5881 AVIATION MEDICINE CLINICAL PRACTICE

Campus St Albans, Off Campus.

Prerequisite(s) Passed Physical Examination and Fitness Test, HHP5820 Clinical Studies in Aviation Medicine, HHP 5840 Aeromedical Flight Safety; or equivalent.

Content The clinical placement of the student will be tailored to meet the individual goals relating to use of fix winged / rotary winged / or a combination of these aircraft's within EMS.

Subject Hours Thirty nine hours per semester for one semester comprising clinical placement within an aviation medicine facility.

Assessment Examination (60%); Aeromedical medicine portfolio (40%). Students must pass each component in order to pass the subject.

HHP5900 ADVANCED PAEDIATRIC PRACTICE

Campus Distance Education / St Albans Campus.

Prerequisite(s) Nil.

Content This subject will build upon the student's knowledge of paediatric diagnostics and management and relate this to the paediatric patient within a pre-hospital context. The subject will further explore emergency paediatric health assessment via a systems approach, diagnostic techniques and the role of the paramedic and health professionals within a pre-hospital environment and its resulting impact on tertiary medical management. Topics in this subject may be interchangeable with topics presented in HHP5901 and HHP5902.


Subject Hours Thirty-nine hours per semester for one semester.

Assessment Examination (40%); portfolio (60%). Students must pass each component of assessment to pass the subject.

HHP5901 PAEDIATRIC MEDICAL LIFE SUPPORT

Campus Distance Education / St Albans Campus.

Prerequisite(s) Nil.

Content This subject will explore the advanced medical life support of the paediatric patient in the pre-hospital setting. Discussion will examine the advanced diagnostcs and emergency medical management of body systems st's within neurological, respiratory, cardiovascular and endocrine systems. Advanced treatment related to body systems will be explored and analysed. Topics in this subject may be interchangeable with topics presented in HHP5900 and HHP5902.


HHP5902 PAEDIATRIC PRE-HOSPITAL LIFE SUPPORT

Campus Distance Education / St Albans Campus
Prerequisite(s) Nil.
Content This subject will examine the advanced pre-hospital life support of the paediatric patient in the pre-hospital setting. The subject will evolve around advanced diagnostics and management of children who are victims of sudden traumatic and surgical emergencies. The subject will also assess the special considerations unique to pre-hospital care when caring for the paediatric patient. Advanced paediatric pre-hospital treatment will be explored and analysed. Topics in this subject may be interchangeable with topics presented in HHP5900 and HHP5902.

HHP5921 CLINICAL STUDIES IN HYPERBARIC

MEDICINE

Campus St Albans, Off Campus.
Prerequisite(s) Nil.
Content This subject will convey to students the philosophies of the physics, physiology, pathophysiology and the medical aspects of compressing patients and observers within the hyperbaric environment.
Required Reading To be advised by lecturer.
Subject Hours Thirty nine hours per semester for one semester comprising lectures, tutorials, class discussions, and laboratories or equivalent for off campus students. For off campus students a residential school may be offered.
Assessment Examination, 60%; hyperbaric medicine portfolio, 40%. Students must pass each component in order to pass the subject.

HHP5941 HYPERBARIC CLINICAL PRACTICE 1

Campus St Albans, Off Campus.
Prerequisite(s) Passed Diver Medical Examination.
Content This subject will provide practice and theory relating to critical care and equipment in the hyperbaric environment, chamber safety, and practical use of hyperbaric chambers including actual dives.
Required Reading To be advised by lecturer.
Subject Hours Thirty nine hours per semester for one semester comprising lectures, tutorials, class discussions, and laboratories.
Assessment Examination, 60%; portfolio, 40%. Students must pass each component in order to pass the subject.

HHP5961 HYPERBARIC CLINICAL PRACTICE 2

Campus St Albans, Off Campus.
Prerequisite(s) Passed Diver Medical Examination, HHP5921 Clinical Studies in Hyperbaric Medicine, HHP5941 Hyperbaric Clinical Practice 1; or equivalent.
Content This subject will provide the student with the clinical implementation of hyperbaric theoretical knowledge and skills under the supervision of an instructor at a hyperbaric service facility.
Required Reading To be advised by lecturer.
Subject Hours Thirty nine hours per semester for one semester comprising clinical placement within a hyperbaric service facility.
Assessment Essay, 60%; portfolio, 40%. Students must pass each component in order to pass the subject.

HHR001 INTRODUCTION TO RESEARCH DESIGN AND METHODS

Campus Footscray Park, St Albans, City Flinders Lane, Distance Education
Prerequisite(s) Nil.
Content The content of this subject will provide an introduction to research methods and design for the social sciences. This will include a review of the scientific methods and ways of knowing, quantitative and qualitative paradigms, questionnaire design and evaluation, validity and reliability of research designs, ethical issues and evaluation of the research design of published papers. The subject will also include an introduction to sampling and methods of data collection and analysis for quantitative and qualitative research. The study of quantitative methods will focus on experimental, correlational and survey designs and the corresponding methods of data analyses including descriptive and inferential statistics, correlation and regression and hypothesis testing. The qualitative research designs to be studied in some detail will be drawn from case study, ethnography, grounded theory, phenomenology, historical research, philosophical research and action research. The role of the researcher in collecting qualitative
data will be discussed along with methods of analysing qualitative data.

**Required Reading**


**Subject Hours**

Two hour seminar and one hour tutorial per week for one semester.

**Assessment**

A research proposal, or approved assignments related to research literature and processes in professional practice (3000 words for Graduate Diploma students; 5000 words for Masters students) 100%.

**HH 54039 PSYCHOLOGY AND SOCIAL SCIENCES 2**

**Campus**

City Flinders.

**Prerequisite(s)**

HH3019 Psychology and Social Sciences 1; or equivalent.

**Content**

The subject aims to develop the interpersonal skills required of a practitioner in practice, and to develop an understanding of the psychology of pain and how pain may be managed. By the end of the subject the student should have a broad understanding of the factors affecting successful communication with a patient, and the psychology of pain and pain management. Content will include: Communication skills — attending and listening, feedback, empathy, probing, identifying and clarifying problems, ethics. Psychology of pain and pain management — pain theories and measurement, psychosocial factors, placebos and expectations, description and categories of pain, managing acute and chronic pain, multicomponent pain treatment.

**Required Reading**

Communication skills and the psychology of pain cover widely differing areas of psychology and are not adequately covered by single texts. A range of book and journal article references will therefore be supplied as appropriate for each topic, and students are in addition encouraged to read widely on the subject.

**Subject Hours**

Two hours per week for two semesters comprising lectures and tutorials/workshops.

**Assessment**

Assignments (videotaped), 100%.

**HHT1127 MINOR THESIS (FULL-TIME)**

**HHT1137 MINOR THESIS (FULL-TIME)**

**HHT1147 MINOR THESIS (PART-TIME)**

**HHT1157 MINOR THESIS (PART-TIME)**

**Campus**

St Albans.

**Prerequisite(s)**

Nil.

**Content**

The minor thesis provides students with an opportunity to extend their knowledge and ability to critically analyse issues specific to primary health care and to engage in independent inquiry in an area of professional interest. The thesis will be a research paper and will provide evidence of independent research which demonstrates the ability to define a problem, undertake a detailed literature review, develop a research design appropriate to the topic and collect and analyse, interpret and present data. The thesis should demonstrate a high standard of written communication skills. A supervisor will be appointed to support and oversee the student’s research according to guidelines established by the Department of Health Sciences.

**Required Reading**

To be advised by supervisor.

**Subject Hours**

HHT1127 Minor Thesis (full-time), nine hours per week in semester one; HHT1137 Minor Thesis (full-time), twelve hours per week in semester two; HHT1147 Minor Thesis (part-time), three hours per week in semester one; HHT1157 Minor Thesis (part-time), six hours per week in semesters two, three and four.

**Assessment**

One 15,000–20,000 word paper.

**HHT5001 ADVANCED CHINESE MEDICINE**

**CLINICAL PRACTICE 1**

**Campus**

St Albans or Metropolitan Clinics.

**Prerequisite(s)**

Nil.

**Content**

The clinical experience is the prime source of client contact for the student. The clinical internship is designed in a way that the student can work as a prime contact practitioner under supervision in the Health Practice Unit or other approved setting. The clinical setting will provide opportunities for the student to incorporate and utilise the knowledge base relevant to their Chinese medical specialty in order to enhance their skills as a practitioner. The Chinese relationship between medical knowledge and its role in health maintenance and illness prevention. Case conferencing sessions whereby students practice experience.

**Required Reading**


**Recommended Reading**


**Subject Hours**

Eight hours per week for 1 semester consisting of clinical and case conferencing.

**Assessment**

practical case reports (30%); oral exam (30%); practical exam (20%); satisfactory report from clinical supervisor (20%); and completion of required hours, a pass must be gained for each component of the assessment.

**HHT5002 RESEARCH PROJECT**

**Campus**

St Albans.

**Prerequisite(s)**

HHR0001 Introduction to Research Design and Methods; or equivalent.

**Content**

Students will undertake an approved literature based study resulting in the production of a scholarly paper, on an approved Chinese medicine, suitable for publication in an academic/professional journal.

**Required Reading**


**Recommended Reading**


HHT5003 COUNSELLING SKILLS FOR CHINESE MEDICINE PRACTICE

Campus St Albans.
Prerequisite(s) Nil.
Content An introduction to the role of being a counselor. The counselor/client relationship. The following theories will be covered; Psychoanalytic, Adlerian, Existential, Person Centred, Gestalt, Reality, Behavioral, Cognitive, Family systems, Ego State Therapies, as well as meditation, relaxation therapy. Ethical and legal issues of counselling.
Subject Hours The equivalence of 39 hours per semester over one semester of 13 weeks.
Assessment Seminar presentation (25%); class participation (25%); written theory assignment of 2000 words (50%). A pass must be gained for each component of the assessment.

HHT5004 ADVANCED CHINESE MEDICINE

CLINICAL PRACTICE 2

Campus St Albans or Metropolitan Clinics.
Prerequisite(s) HHT5001 Advanced Chinese Medicine Clinical Practice 1; or equivalent.
Content The clinical experience is the prime source of client contact for the student. Having gained clinical experience in the subject Clinical Practice. The student will undertake a continuing clinical internship under the guidance and direction of an experienced Chinese medical clinician in the Health Practice Unit. The clinical setting will provide opportunities for the student to incorporate theoretical knowledge in the practice situation to enhance their skills as a practitioner.
Subject Hours Eight hours per week for 1 semester consisting of clinic and case conferencing.
Assessment Practical case reports (30%); oral exam (30%); practical exam (20%); satisfactory report from clinical supervisor (20%); and completion of required hours. A pass must be gained for each component of the assessment.

HHU4129 CLINICAL PRACTICUM 4

Campus City Flinders.
Prerequisite(s) HHU3129 Clinical Practicum 3; or equivalent.
Co-requisite(s) HHID4779 Clinical Diagnosis and Management 3; HHO4589 Osteopathic Science 4; HHY4639 Pathology 3; or equivalent.
Content The subject aims to further improve and consolidate students' clinical skills in the areas of diagnosis, technique and patient management. By the end of the subject the students should have progressed in their diagnostic and technical skills to the point where they are increasingly able to take responsibility for patients assigned by primary clinicians. In addition to this, the subject aims to advance the students skill in: osteopathic technique, medical and osteopathic diagnosis, and case management; to develop integrated problem based thought, counselling and nutritional assessments; to introduce students to business practice; increase responsibility as primary clinicians. The subject will also include: practical sessions relating to case oriented medical and osteopathic evaluation and management; written and oral case presentations; radiological and other investigative tutorials; and field visits.
Required Reading Resource material will be provided as appropriate for each topic covered.
Subject Hours Six hours per week for 40 weeks, plus 100 hours of external placements – total 340 hours.
Assessment Completion of required hours attendance, skill assessments and patient contacts (initial, returning) as recorded in clinical diary; presentations of full case histories; end of year practical/oral examinations.
HHU5129 CLINICAL PRACTICUM 5
Campus City Flinders.
Prerequisite(s) HHD4779 Clinical Diagnosis and Management 3; HHO4589 Osteopathic Science 4; HHU4129 Clinical Practicum 4; HHY4639 Pathology 3; or equivalent.
Co-requisite(s) HHD5739 Clinical Diagnosis and Management 4; HHO5509 Osteopathic Sciences; or equivalent.
Content The subject aims to further develop the students’ skills in the area of diagnosis, technique and patient management, and to equip students with the skills necessary to take primary responsibility for patient care. By the end of the subject the students should have developed a wide range of clinical and patient management skills, and should be able to take primary responsibility for patient care from the earliest stage of their practice careers. Content will include: Continuation of subject allowing further development of those skills acquired in HHU4129 Clinical Practicum 4. To further advance skills in ethical practice: ethics and business practice, medical and osteopathic diagnosis, advanced technique skills, and total case management; to reinforce integrated clinical thought from a holistic perspective; to graduate safe and effective osteopathic practitioners; full case responsibility in required numbers, with written and oral presentations to peers; tutorials on advanced skills, the difficult and problematic cases; advanced investigative skills (radiological, medical); and field visits to health care facilities.
Required Reading Resource material will be provided for each topic covered.
Subject Hours Twelve hours per week for 36 weeks, plus two hours per week case conferencing workshops for 26 weeks – total 412 hours.
Assessment Completion of required hours attendance, patient contacts (as recorded in clinical diary) to meet registration board requirements; presentation of full case histories; end of course contacts (as recorded in clinical diary) to meet registration board requirements; presentation of full case histories; end of course practical/oral examinations.

HHW505 MATERIA MEDICA 1
Campus City Flinders.
Prerequisite(s) Nil.
Content This subject will introduce students to phytochemical and pharmacological principles as they relate to herbal medicines. In addition this subject will enable students to identify fresh plant materials used in herbal medicine. Teaching will focus on the nature of the bioactive principles and their interaction with human pathological processes where possible. Emphasis will be on the pharmacology of herbal medicine as it pertains to clinical practice. The subject will cover the main classes of phytochemical compounds. Attention will be given to the toxicity of plants and their constituents.
Subject Hours 39 hours for one semester.
Assessment Examination, 70%; field report, 30%.

HHW5105 MATERIA MEDICA 2
Campus City Flinders.
Prerequisite(s) HHW5105 Materia Medica 1; or equivalent.
Content This subject will introduce the student to the materia medica of Western Herbal Medicine and to the clinical application of individual plants. The subject will examine in detail the phytochemistry, history, horticulture, ecology, actions, indications, combinations, contra-indications and toxicity of the principal western herbal medicines used in clinical practice. Skills in medicinal plant research will also be introduced.
Subject Hours 39 hours for one semester.
Assessment Medicinal plant monograph, 70%; examination, 30%.

HHW5125 HERBAL THERAPEUTICS 1
Campus City Flinders.
Prerequisite(s) Nil.
Content In this subject students are introduced to the underlying principles that inform the therapeutic practice of Western Herbal Medicine. Students are also introduced to the treatment and management of diseases affecting the various organs and organ systems of the body using Western herbal medicines. The identification of conditions and presentations requiring immediate referral will be addressed.
Subject Hours 39 hours for one semester.
Assessment Examination, 50%; assignment, 50%.

HHW5145 HERBAL THERAPEUTICS 2
Campus City Flinders.
Prerequisite(s) HHW5125 Herbal Therapeutics 1; or equivalent.
Content In this subject the principles and practice of treating disease using Western herbal medicines are further developed. The application of Western herbal medicines to particular conditions affecting the various organs and organ systems of the body will be further developed.

**Subject Hours** 39 hours for one semester.

**Assessment** Examination, 50%; assignment, 50%.

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**HHW515 CLINICAL PRACTICUM (WHM) (PART-TIME)**

**Campus** St Albans.

**Prerequisite(s)** Nil.

**Content** The clinical practicum i the prime source of client contact for the student. The student will undertake a clinical practicum throughout their course under the direction of experienced Western herbal practitioners in their private clinics or other suitable agencies. The clinical setting will provide opportunities for the student to incorporate and utilise the theoretical knowledge gained in order to enhance their skills as a practitioner.

**Subject Hours** Two hours per week for four semesters.

**Assessment** Satisfactory completion of this subject will require satisfactory reports from all clinical supervisors throughout the duration of this subject, Satisfactory/Unsatisfactory.

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**HHW5165 MATERIA MEDICA 3**

**Campus** City Flinders.

**Prerequisite(s)** HHW5105 Materia Medica I; or equivalent.

**Content** This subject will complete the study of individual plant medicines and their clinical application. The preparation of tinctures, fluid extracts, and external preparations will also be covered. Attention will be given to simple laboratory separation procedures and quality control.


**Subject Hours** 39 hours for one semester.

**Assessment** Examination, 50%; practical assessment, 50%.

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**HHW5175 HERBAL THERAPEUTICS 3**

**Campus** City Flinders.

**Prerequisite(s)** HHW5125 Herbal Therapeutics 1; or equivalent.

**Content** In this subject the principles and practice of treating disease using Western Herbal Medicine is further developed. The application of Western herbal medicines to particular conditions affecting the various organs and organ systems of the body will further developed. Students will also explore the many facets of the client/practitioner relationship.


**Subject Hours** 39 hours for one semester.

**Assessment** Assignment, 50%; oral assessment, 50%.

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**HHW4639 PATHOLOGY 3**

**Campus** City Flinders.

**Prerequisite(s)** HHW3629 Pathology 2; or equivalent.

**Content** The subject aims to teach the pathological processes and risk factors for typical conditions affecting the named systems, and to develop an understanding of the orthodox medical management of these conditions. At the completion of the subject students should have a broad understanding of the risk factors for, and the pathology underlying the named conditions, and should be aware of orthodox management protocols. Content will include: Application of the fundamental pathological concepts taught in Pathology 2 to disease processes in specific organs and body systems. Particular emphasis will be given to those conditions which are common and those which are of special interest to osteopaths. The risk factors associated with common disease. The development of the pathological process through dysfunction to disease. The clinical presentations of common pathological conditions. The orthodox medical approach to diagnosis, prognosis and principles of management. Recognising common life-threatening conditions. Giving preventive health advice about common disease. Semester one will cover common and life-threatening diseases affecting the Cardiovascular, Respiratory and Gastrointestinal and endocrine systems. Semester two will cover the renal, genitourinary and haematological systems.


**Subject Hours** Three hours per week for two semesters comprising two one-hour lectures and one one-hour tutorial/practical workshop sessions or equivalent.

**Assessment** Semester one written examination, 35%; class presentation (either semester one or semester two), 30%; written examination, semester two, 35%.
HNA5001 GERONTIC NURSING STUDIES 1

Campus St Albans, Off Campus.

Prerequisite(s) Nil.

Content This subject will introduce the student to major biological, psychological and sociological theories relating to ageing. The emphasis on ageing as a normal process is designed to both promote a positive view of ageing and to enable students to differentiate between changes associated with the ageing process and those associated with pathology when assessing clients and managing nursing care across a variety of health care contexts. An introductory consideration of major psychopathological and pathophysiological changes potentially encountered by ageing individuals will be undertaken by way of contrasting them with normal ageing. Topics to be addressed include: ageing demographics; ageing and physical function; ageing and cognition; life stages; ageism; polypharmacy; social relationships and ageing.


Subject Hours The equivalent of 3 hours per week over one semester organised according to the teaching mode used.

Assessment Assignment of 3000 words (60%); class paper of 2000 words (40%).

HNA5002 GERONTIC NURSING STUDIES 2

Campus St Albans, Off Campus.

Prerequisite(s) Nil.

Content Building on the concept of ageing as a normal process introduced in Gerontic Nursing Studies 1, this subject will introduce the student to the nursing assessment and management of major pathophysiological and psychopathological alterations to health status associated with ageing. Topics include the consideration of more common pathologies such as arthritis, osteoporosis, airways disease, cardiovascular disease, confusion, delirium, depression, and dementia. Practice interventions for associated concerns such as reduced mobility, malnutrition, incontinence, pain, sensory impairment, challenging behaviours, and functional and organic disorders associated with alterations in mental health will also be addressed.


Subject Hours The equivalent of 3 hours per week over one semester organised according to the teaching mode used.

Assessment Assignment of 2500 words (50%); case study of 2000 words & class presentation (50%).

HNA5003 GERONTIC NURSING STUDIES 3

Campus St Albans, Off Campus.

Prerequisite(s) HNA5001 Gerontic Nursing Studies 1; HNA5002 Gerontic Nursing Studies 2; or equivalent.

Content This subject will introduce students to dominant issues in caring for older adults. Ethico-legal, socio-cultural, and political influences on the experience of ageing and the provision of aged care in a variety of contexts will be considered. Topics include: the operation of the aged care system; multidisciplinary approaches to care; the interface between community, sub-acute, acute, and residential aged care sectors; resource distribution; ethnicity and ageing; health promotion; consent; decision making; care issues; elder abuse.


Subject Hours The equivalent of 3 hours per week over one semester organised according to the teaching mode used.

Assessment Assignment of 3000 words (60%); seminar paper of 2000 words (40%).

HNC5001 CARDIOTHORACIC NURSING STUDIES 1

Campus St Albans, Off Campus.

Prerequisite(s) Nil.

Content The content includes: physiological processes as relevant to the cardiovascular and respiratory system; cardiac and respiratory assessment; basic electrocardiography; haemodynamic monitoring and management; respiratory monitoring and management; respiratory assessment with reference to past history, lung auscultation, radiology, lung function testing principles and management of airway ventilation; pharmacology as relevant to cardiothoracic patients.


Subject Hours Thirty-nine hours for one semester. Simultaneous practice in appropriate practice area is recommended.

Assessment Assignment 60% (2500 – 3000 words); examination 40%.
HNC5002 CARDIOTHORACIC NURSING STUDIES 2

Campus St Albans, Off Campus.
Prerequisite(s) Nil.

Content The content includes: pre and post-operative management of patient undergoing cardiopulmonary and cardiovascular procedures; advanced respiratory and ventilation management in medical and surgical conditions; management of the patient with ischaemic heart disease and myocardial infarction including diagnostic procedures, nursing management, complications and interventions; advanced haemodynamic monitoring; pulmonary hypertension; intra aortic balloon pump; advanced pacing; patient care and management of ventricular assist devices and extra corporeal membrane oxygenation. Medical cardiac conditions and rehabilitation following post cardiopulmonary surgery and myocardial infarction; brain death assessment, ethics and legal aspects of brain death and tissue transplantation.

The cardiotoracic nurses' collaborative role in relation to the above is examined in classroom and clinically based learning contexts. Additionally, the nurses' independent professional and ethical roles are examined, including assessment, education and support of patients and/or their significant others in cardiotoracic care.

Clinical practice in a cardiotoracic critical care unit (or units) is undertaken with the support of specialist nurses as role models, teachers and supervisors.

Required Reading

Recommended Reading

Subject Hours Thirty-nine hours for one semester.
Assessment Case study 50% (2500 words); Examination of 1.5 hours 50%.

HNC5003 CARDIOTHORACIC NURSING STUDIES 3

Campus St Albans, Off Campus.
Prerequisite(s) HNC5001 Cardiotoracic Nursing Studies 1; HNC5002 Cardiotoracic Nursing Studies 2; or equivalent.

Content In HNC5003 Cardiotoracic Nursing Studies 3 students engage in a learning program to explore an aspect of cardiotoracic nursing care practice of interest to the individual student, and present their findings. With the assistance of a supervisor, the student designs and develops her/his learning contract, then works to achieve the objectives of the contract. In their formulation of the contract, students are required to specify criteria for assessment that are congruent with the subject's aims and learning outcomes.

Thus, students' contracts will refer to the exploration of an aspect of cardiovascular nursing care using resources such as the published literature to inform the process, evaluate practices and recommend or implement changes. For example, a particular policy or procedure may be critiqued in the light of current literature and the student may produce a document reflecting best practice guidelines for dissemination locally, regionally, nationally and/or internationally. Another student may identify a local education need for health practitioners and/or patients (e.g. following the introduction of a new technology). This student's contract could involve further need analysis, a pilot intervention and evaluation of the impact of the intervention. As appropriate, contracts will also be required to show ways in which the student will collaborate with other members of the health care team to achieve best practice standards of care for cardiotoracic patients; develop networks associated with educational, professional and other organisations; act to enhance the professional development of self and others (e.g. by communicating and disseminating findings to members of the health care team and/or the profession); and assume supervision and/or leadership roles in their practice areas.

Required Reading

Recommended Reading

Subject Hours Equivalent to 39 hours for one semester. An initial two-hour lecture/discussion focusing on contract writing is provided. Students then meet/communicate with staff and other students to discuss their progress at specified times during the semester. Students meet with their supervisor according to their individual contracts; but otherwise work independently, and then present their work (e.g. to peers in a seminar).

Assessment Completion of the learning contract 60% (2500 - 3000 words); presentation 40%. All subject assessment components must be passed.

HNE3001 EMERGENCY NURSING STUDIES 1

Campus St Albans, Off Campus.
Prerequisite(s) Nil.

Content The content includes: priorities and principles of emergency nursing; triage; advanced health assessment; disaster planning; pathophysiology and clinical assessment of traumatic and non-traumatic disorders of the neurological, respiratory, cardiovascular, renal, endocrine, haematological, gastrointestinal, musculoskeletal and integumentary systems; penetrating injuries; multiple trauma; burns; shock and infection; pain relief; environmental emergencies; obstetric emergencies; poisoning; communication and culture; drug overdose/substance dependence; sexually transmitted diseases; legal issues; sexual assault; crisis intervention; violence and aged abuse; psychiatric emergencies.

Required Reading

Recommended Reading

Subject Hours Thirty-nine hours for one semester.
Assessment Clinical project: 50% (2500 - 3000 words); Examination 30%; Clinical Journal 20% (1000 - 1500 words).
Students must pass each component of the assessment, including the clinical journal, in order to pass this subject.

**HNE3002 EMERGENCY NURSING STUDIES 2**

**Campus** St Albans, Off Campus.  
**Prerequisite(s)** Nil  
**Content** The content includes: paediatric conditions and emergencies; critical examination and analysis of emergency nursing through fieldwork and current case studies; radiographic studies; principles of teaching and learning; management in emergency nursing and planned change in the health care system and its effects on emergency nursing care; ethics in emergency nursing care; multidisciplinary team approach.  
**Subject Hours** Thirty-nine hours for one semester.  
**Assessment** Clinical project: 50% (2500 – 3000 words); Examination: Theory 30%; Clinical Journal 20% (1000 – 1500 words). Students must pass each component of the assessment, including the clinical journal, in order to pass this subject.  

**HNE3003 EMERGENCY NURSING STUDIES 3**

**Campus** St Albans, Off Campus.  
**Prerequisite(s)** HNE5001 Emergency Nursing Studies 1; HNE5002 Emergency Nursing Studies 2; or equivalent.  
**Content** As there are a variety of role expectations of advanced emergency practitioners, it is imperative that each student determines the clinical learning required to achieve expertise in clinical emergency nursing. As each student’s learning experience at the time of entry to this subject is seen as unique and dynamic, this unit recognises the need for self-determination of learning modalities. Therefore the content includes: the diversity of the clinical environment in specialised emergency nursing practice; role of the advanced emergency nursing practitioner; leader, manager, educator, researcher, and collaborative consultant in the health care team. Further, as per contract developed by the student in collaboration with a lecturer, students are expected to spend their clinical learning experience in a related area but outside their current clinical practice, to further expand their clinical learning experience to achieve expertise and skills as an advanced practitioner in emergency nursing.  
**Subject Hours** Seven hours comprising of seminars and thirty-two hours clinical learning experience.  
**Assessment** Contract with supervisor: Handle requirement ungraded; students are required to submit a written contract of the clinical learning experience they wish to undertake before they set out to achieve their contractual clinical learning. Clinical Project: 80% (3000 – 3500 words); Clinical Journal 20% (1000 – 1500 words).  

**HNG5001 ISSUES AND POLICIES IN PROFESSIONAL PRACTICE**

**Campus** St Albans, Off Campus.  
**Prerequisite(s)** Nil  
**Content** The content of the subject includes the dynamic health care system; regulation and policy development on nursing practice; the nature of the health care system, including responsibility for the development of neophytes, collegiality and body of nursing knowledge; and a range of environmental influences that impact on the health of communities.  
**Subject Hours** Three hours per week for one semester comprising one 2-hour lecture and one hour tutorial / workshop / group discussion.  
**Assessment** Presentation 40%; written assignment 60% (3000 words)
HN6120 CLINICAL PROJECT

Campus St Albans.
Prerequisite(s) Completion of one Group A subject, one Group B subject and an approved elective, or equivalent.
Content This clinical project is intended to allow the student to pursue his/her area of study in the clinical setting. The student will be required to define the focus of the study (such as physiological healing, pain management, continence management or managing change in clinical practice), identify relevant aims and objectives, arrange study placement and conduct the study. The project will include evaluation of the nursing care and reflection on this, as part of the ongoing process of evaluation of nursing practice in care of the older person. It is expected that a current literature review and outcomes of the study, together with the evaluation of the study will be included.
Required Reading To be advised by lecturer.
Subject Hours The project will be undertaken in consultation with the Course Co-ordinator.
Assessment The project will include a written paper of not more than 7500 words and a piece of scholarly work.

HNL5001 PALLIATIVE CARE NURSING STUDIES 1

Campus St Albans, Off Campus.
Prerequisite(s) Nil
Content The student will be introduced to the major psychological and sociological theories related to death, dying and bereavement. The impact of religious and secular perspectives will also be explored. The demographics of death and dying within Australia and a comparison with international data will be analysed.
Required Reading To be advised by lecturer.
Subject Hours The equivalent of 3 hours per week for one semester organised according to the teaching mode used.
Assessment Assignment 60% (2500 – 3000 words); Seminar Paper 40% (1500 – 2000 words).

HNL5002 PALLIATIVE CARE NURSING STUDIES 2

Campus St Albans, Off Campus.
Prerequisite(s) Nil
Content This subject will introduce the student to the historical development of hospice and palliative care. The impact of legislation, economics, culture and social change on the process of dying. The nature of caring for the dying and their families within a many-cultured context.
Subject Hours The equivalent of 3 hours per week for one semester organised according to the teaching mode used.
Assessment Assignment 60% (2500 – 3000 words); Class Paper 40% (1500 – 2000 words).

HNL5003 PALLIATIVE CARE NURSING STUDIES 3

Campus St Albans, Off Campus.
Prerequisite(s) HNL5001 Palliative Care Nursing Studies 1; HNL5003 Palliative Care Nursing Studies 2, or equivalent.
Content This subject will include managing the care of the dying person, particularly symptom management. The utilisation of assessment tools to facilitate nursing diagnosis and following up on interventions. The roles of nursing theory in the practice of palliative care nursing and the integration of reflective practice. Development of basic counselling skills that allows the nurse to access the needs of the dying person and their family.
Subject Hours The equivalent of 3 hours per week for one semester organised according to the teaching mode used.
Assessment Assignment 50% (2000 words); Case Study & class presentation 50% (1500 words).

HNM5001 CANCER NURSING STUDIES 1

Campus St Albans, Off Campus.
Prerequisite(s) Nil
Content This subject will introduce the students to the major cancers, their aetiology, diagnosis and treatment. The major therapeutic modalities as well as alternative therapies will be dealt with such that the student is able to build a knowledge base for future education of self and the public.
**Required Reading**


**Recommended Reading**


**Subject Hours**

The equivalent of 3 hours per week for one semester organised according to the teaching mode used.

**Assessment**

Class presentation 30%; Assignment 70% (3000 words).

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**HNMS002 CANCER NURSING STUDIES 2**

**Campus**

St Albans, Off Campus.

**Prerequisite(s)**

Nil.

**Content**

The aim of this subject is to introduce the student to the major and common symptoms associated with cancer and its treatment. Methods of assessment and invention will be reviewed with the aim of developing more effective nursing practice. Such topics as oncology emergencies, immunosuppression, fatigue, nausea and vomiting and pain included.

**Required Reading**


**Recommended Reading**


**Subject Hours**

The equivalent of 3 hours per week for one semester organised according to the teaching mode used.

**Assessment**

Class presentation 30%; Case study 70% (3000 words).

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**HNMS003 CANCER NURSING STUDIES 3**

**Campus**

St Albans, Off Campus.

**Prerequisite(s)**

HNMS001 Cancer Nursing Studies 1; HNMS002 Cancer Nursing Studies 2; or equivalent.

**Content**

The psychosocial impact of cancer and its treatment on the patient and the family will be the focus of this subject, addressing such topics as quality of life, death and dying, communication and crisis intervention, body image, sexuality and mood changes. The role of counselling in cancer nursing practice will be introduced.

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**Required Reading**


**Recommended Reading**


**Required Reading**


**Subject Hours**

The equivalent of 3 hours per week for one semester organised according to the teaching mode used.

**Assessment**

Class presentation 30%; Case study 70% (3000 words).

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**HNAS010 SOCIO-POLITICAL ASPECTS OF MIDWIFERY**

**Campus**

St Albans.

**Prerequisite(s)**

Nil.

**Content**

National and international issues such as changing political, economical, professional and social trends that influence contemporary midwifery practice are central to the subject. Professional standards of practice: *Code of Practice for Midwives in Victoria (NBV, 1999)*, *ACMI Competency Standards for Midwives* (1998). *ACMI Code of Ethics* (1995) are examined in the context of the subject and how they relate to the contemporary practice of midwives. The primary care and collaborative care roles of midwives and their responsibilities within ethical and legal boundaries are also discussed. Woman-centred midwifery practice including advocacy, empowerment, partnership, and the issues of control, choice, continuity of care/midwife and models of care in maternity services are explored.

**Required Reading**


**Recommended Reading**

HNM501 PRIMARY CARE MIDWIFERY

Campus St Albas.

Prerequisite(s) Nil.

Content This is an integrated midwifery theory and practice subject. The content is based on the premise that childbearing is a normal life event and a continuum process for women from pre-conception to early parenting. The function of the midwife as a normal life event and a continuum process experienced by individual women and/or their significant other(s) during childbearing are discussed, as are the common processes experienced by individual women and/or their significant other(s) during childbearing are discussed, as are the common processes experienced by individual women and/or their significant other(s) during childbearing.

Required Reading A midwifery text of choice.


Subject Hours Theory: 6 hours per week or equivalent. Practice: 182 hours.

Assessment Documentation of the ‘follow-through’ journey of one woman (60%); one multiple choice examination (40%). Ungraded practice competence assessment. All components of assessment must be passed in order to pass the subject.

HNM5021 PSYCHOSOCIAL CONTEXTS OF MATERNITY

Campus St Albas.

Prerequisite(s) Nil.

Content Concepts of socialisation: gender, culture and class and their impact on women are discussed along with contemporary women's health feminist analysis and perspectives. Family theory and the family in Australian society are examined. Psychological processes experienced by individual women and/or their significant other(s) during childbearing are discussed, as are the common mental health disorders and psychosocial risk assessment. Exploration of women's cultural variations and experiences, and discussion of contemporary issues and concerns experienced by women in pregnancy, early parenthood and women's health such as: poverty, loss, depression, violence, immigration.


**HNM5022 CONSOLIDATION OF MIDWIFERY**

**PRACTICE**

**Campus** St Albans

**Prerequisite(s)** HNM5011 Primary Care Midwifery; HNM5020 Collaborative Midwifery; or equivalent.

**Content** This subject will provide students with the opportunity to further develop and consolidate their theoretical knowledge and practice skills acquired throughout the course. Students will participate in their final practice experience to fulfil the requirements of the Nurses Board of Victoria for endorsement as a midwife, and in preparation for employment in a maternity setting.

**Required Reading**
- As for HNM5011 Primary Care Midwifery; HNM5022 Collaborative Midwifery

**Recommended Reading**
- As for HNM5011 Primary Care Midwifery; HNM5022 Collaborative Midwifery

**Subject Hours** 160 hours of practice experience, comprising of five (eight hour) days per week for four weeks.

**Assessment** An ungraded pass will be awarded upon achievement of competency according to the ACMI Competency Standards for Midwives (1998), and attendance at the selected practice setting for the specified hours.

**HNM6011 COUNSELLING IN THE HEALTH CARE CONTEXT**

**Campus** St Albans

**Prerequisite(s)** Nil.

**Content** This subject will provide education and training in effective communication skills for interaction with health professionals, colleagues and client populations. Health communication and how individuals deal with health related issues will be explored. A small range of major counselling theories will be examined and training in brief counselling strategies will be provided. An understanding of how social, cultural and developmental contexts impact on the counselling relationship will be discussed. Emphasis will be placed on group work theory and practice.

**Required Reading**


**Subject Hours** Three hours per week for one semester comprising two hours a week structured learning session and one hour workshop/group work.

**Assessment** Class presentation of a case study and written report 40% (1000 words) Written Assignment on a selected theoretical approach 60% to counselling (2000 words)

**HNM6012 ADVANCED PRACTICE: COUNSELLING**

**Campus** St Albans

**Prerequisite(s)** HNM6011 Counselling In The Health Care Context, or equivalent

**Content** This is a practice subject designed to facilitate the application of the knowledge, skills and techniques of counselling in a selected maternity services setting for women with special needs.

**Required Reading**
- As for HNM6011 Counselling in the Health Care Context.

**Recommended Reading**
- As for HNM6011 Counselling in the Health Care Context.

**Subject Hours** A practice placement which equates to a total of 39 hours.

**Assessment**
- Journal/diary of counselling encounters (50%); Field report (50%).

**HNM6013 PROJECT**

**Campus** St Albans

**Prerequisite(s)** Completion of Level 5 subjects; or equivalent.

**Content** The project is intended to be a piece of scholarly independent and creative work in an area of personal and professional interest. It can take many forms, for example: development of a computer program, learning program, video, curriculum, evaluation study, etc. Regardless of the form, it is expected that there will be evidence of review of relevant literature, a reflection of theoretical underpinnings, and evaluative discussion of the project. The project will include a written paper of not more than 5000 words or equivalent. It is intended that the project for development will be in consultation with an appropriate supervisor who will oversee the project.

**Required Reading** To be advised by the subject lecturer.

**Subject Hours** Regular meetings with project supervisors.

**Assessment** One 5000 word paper or equivalent.

**HNM6040 RESEARCH PLANNING**

**Campus** St Albans

**Prerequisite(s)** Nil.

**Co-requisite** HHA6115 Minor Thesis (full-time) or HHA6116 Minor Thesis (part-time); or equivalent.

**Content** The aim of this subject is to provide students with the opportunity to plan for successful conduct of research. Whilst the major emphasis of this subject will focus on planning, students will also explore alternative theoretical and conceptual frameworks relevant to an area of inquiry, and methods which might best address the research problem proposed for investigation. Students will also be expected to develop a persuasive argument supporting both the feasibility and novelty of the topic of inquiry. The topics covered in this subject will result from negotiation between the student and supervising lecturer and will be influenced by the needs of individual students. Topics which would be expected to be considered include the role of literature reviews, how to clarify a research problem, method(s) of inquiry relevant to the problem and a writing research proposal.

**Recommended Reading**
- Recommended readings are negotiated and are influenced by the nature of the proposed research topic of inquiry.

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Subject Hours Whilst students will not necessarily attend formal classes, they will meet with a supervisor on a regular basis. The nature of the work required could be estimated as equivalent to three contact hours per week with an expectation that additional and related work will proceed on an ongoing basis.

Assessment Assignment, 2000 words, research proposal. A satisfactory standard must be achieved in both pieces of assessment to achieve an ungraded pass in the subject.

HNM610 NURSING AND PHILOSOPHY OF SCIENCE
Campus St Albans.
Prerequisite(s) Nil.
Content This subject provides an overview on ways in which the discipline of nursing has been influenced by various philosophies of science. In addition, it will examine changing trends in scientific methods of inquiry and their influence on nursing’s epistemology.
Required Reading To be advised by lecturer.
Subject Hours Three hours per week for one semester comprising one two-hour lecture and one one-hour tutorial.
Assessment Written assignment (4000 words), 70%; seminar presentation, 30%.

HNM620 NURSING THEORY DEVELOPMENT AND ANALYSIS
Campus St Albans.
Prerequisite(s) Nil.
Content This subject provides students with the knowledge base necessary to understand and appreciate the role of theory in the development of the discipline of nursing. The main focus of this subject will be on nursing theory development and evaluation of nursing theories.
Required Reading To be advised by lecturer.
Subject Hours Three hours per week for one semester comprising one two-hour lecture and one one-hour tutorial.
Assessment Written assignment (4000 words), 70%; seminar presentation, 30%.

HNM622 CLINICAL PROJECT FOR GRADUATE DIPLOMA IN SUBSTANCE ABUSE STUDIES
Campus Footscray Park.
Prerequisite(s) Nil.
Content The clinical project is the culmination of the depth and breadth of the course on Substance Abuse and is intended to allow the student to pursue his or her own area of study in the clinical or other settings. It is intended that the work of the student will be original and carried out under the guidance of a supervisor. The student will be required to choose the focus of their study, such as program evaluation, efficacy of a particular treatment modality, psychosocial or other factors relating to substance abuse. The student will present relevant aims and objectives and arrange the study placement and conduct the study under the guidance of the supervisor.
Required Reading No required reading, as each student will explore a topic of their choosing.
Assessment hours This subject will be taken over two semesters and the hours will be undertaken in consultation with the supervisor.
Assessment A current literature review equivalent to 2500 words (30%) will be included and the project will be of 7500 words in length (70%).

HNM6211 CARING CONCEPTS IN NURSING
Campus St Albans.
Prerequisite(s) Nil.
Content The aim of this subject is to provide opportunity for students to develop an in-depth understanding of the concepts of caring in nursing through examination and analysis of extant caring theories, prevailing caring conceptualisations and research in nursing. Specifically, it is aimed to develop students interest to further engage in research on caring concepts and to advance caring knowledge in the discipline of nursing.
Subject Hours Three hours per week for one semester comprising one two-hour lecture and one one-hour tutorial.
Assessment One seminar paper, 30%; one written assignment, 3000 words, 70%. Students must pass all components of the assessment in order to gain a pass in this subject.

HNM6236 ETHICS AND NURSING PRACTICE
Campus St Albans.
Prerequisite(s) Nil.
Content This subject examines significant ethical issues in nursing practice, including the question of a discipline-based ethical knowledge. The relationships between society, ethics, the law and professional practice are examined through analysis of contemporary ethical, legal, social and professional issues. The subject considers the use of different ethical frameworks to justify moral judgements and includes analysis of issues affecting nurses’ capacity to practice ethically.
Required Reading To be advised by lecturer.

**Subject Hours** Three hours per week for one semester comprising one two-hour lecturer-led seminar, followed by a one-hour tutorial.

**Assessment** Group project which includes a class presentation, 40%; analysis of a case study or practice issue – 2500 words, 60%.

**HN M6800 RESEARCH THESIS (FULL-TIME)**

**Campus** St Albans.

**Prerequisite(s)** Eligibility for entry to a Masters by Research or Doctor of Philosophy program.

**Content** This subject, the aim of which is to enable students to appropriately research an area of study utilising knowledge and skills gained in previous studies, consists of a project carried out by students on an individual basis. The project is expected to be an investigation of an approved topic, followed by the submission of a suitably formatted thesis in which the topic is introduced and conclusions from the study elaborated in detail; results and extended discussion presented. Students may be required to undertake some lecture courses, as specified at the time of commencement.

**Required Reading** To be advised by supervisor.

**Subject Hours** Independent research in addition to regular meetings with the students supervisors.

**Assessment** The thesis will normally be assessed by at least two expert examiners from an appropriate area of expertise.

**HN M6800 RESEARCH THESIS (PART-TIME)**

**Campus** St Albans.

**Prerequisite(s)** Eligibility for entry to a Masters by Research or Doctor of Philosophy program.

**Content** This subject, the aim of which is to enable students to appropriately research an area of study utilising knowledge and skills gained in previous studies, consists of a project carried out by students on an individual basis. The project is expected to be an investigation of an approved topic, followed by the submission of a suitably formatted thesis in which the topic is introduced and conclusions from the study elaborated and an extended discussion presented. Students may be required to undertake some lecture courses, as specified at the time of commencement.

**Required Reading** To be advised by supervisor.

**Subject Hours** Independent research in addition to regular meetings with the students supervisors.

**Assessment** The thesis will normally be assessed by at least two expert examiners from an appropriate area of expertise.
HNO5001 ORTHOPAEDIC NURSING STUDIES 1

Campus: St Albans, Off Campus.
Prerequisite(s): Nil.

Content: The content includes: Principles and practice of orthopaedics and orthopaedic nursing; advanced health assessment; musculoskeletal assessment; traction application and management; POP and synthetic casting application and management; pathophysiology and clinical assessment of musculoskeletal disorders which include traumatic disorders and non-traumatic disorders such as: fractures, inflammatory diseases, degenerative diseases, and complications; orthopaedic investigations; principles and practice of immobilisation; principles of management and care of individuals with post traumatic orthopaedic disorders; principles of management and care of individuals with non-traumatic orthopaedic disorders; concept principles and aims of rehabilitation, and the role of the nurse in rehabilitation.


HNO5002 ORTHOPAEDIC NURSING STUDIES 2

Campus: St Albans, Off Campus.
Prerequisite(s): Nil.

Content: The content includes: ambulatory techniques and devices and the role of physiotherapy; principles and functions of Orthoses, and appropriate nursing assessment and intervention associated with specific orthoses; management in orthopaedic nursing and planned change in the health care system and its effects on orthopaedic nursing care; critical examination and analysis of orthopaedic nursing through fieldwork and current case studies; diagnostic techniques; communication; principles and methods of pain management in orthopaedic nursing; leadership in orthopaedic nursing; spinal cord injury; paediatric disorders; oncological processes; and metabolic bone diseases.


HNN5003 NEUROSCIENCE NURSING STUDIES 3

Campus: St Albans, Off Campus.
Prerequisite(s): HNN5001 Neuroscience Nursing; HNN5002 Neuroscience Nursing 2; or equivalent.

Content: This subject aims to critically analyze in depth Neuroscience Nursing by examining the related significant development of neuroscience nursing practice within the profession, concurrent with the addition of new treatment options through the review of recent research, examination in the access, efficacy, cost, ethical implications and management models for neuroscience nursing practice. The subject includes the framework, concepts and philosophy of rehabilitation and education of Neuroscience patient. Nursing management and treatment of AIDS and Cranial Nerve Diseases such as trigeminal neuralgia, facial palsy, minire's disease, glossopharyngeal neuralgia and amyotrophic lateral sclerosis are included in this subject.


Examination: 30%; Clinical Journal 10% (1000 words). Students must pass each component of the assessment, including the clinical journal, in order to pass this subject.
Subject Hours
Thirty-nine hours per semester.

Assessment
Clinical Project 60 % (2500 – 3000 words); Examination 30%; Clinical Journal 10% (1000 words). Students must pass each component of the assessment, including the clinical journal, in order to pass this subject.

HNO5001 ORTHOPAEDIC NURSING STUDIES 1

Campus St Albans, Off Campus.

Prerequisite(s) HNO5001 Orthopaedic Nursing Studies 1; HNO5002 Orthopaedic Nursing Studies 2, or equivalent.

Content
As there are a variety of role expectations of advanced orthopaedic nurse practitioners, it is imperative that each student determines the clinical learning required to achieve expertise in clinical orthopaedic nursing. As each student’s learning experience at the time of entry to this subject is seen as unique and dynamic, this unit recognises the need for self-determination of learning modalities. Therefore the content includes: the diversity of the clinical environment in specialised orthopaedic nursing practice; role of the advanced orthopaedic nurse practitioner: leader, manager, educator, researcher, and collaborative consultant in the health care team. Further, as per contract developed by the student in collaboration with a lecturer, students are expected to spend their clinical learning experience in a related area but outside their current clinical practice, to further expand their clinical learning experience to achieve expertise and skills as an advanced practitioner in orthopaedic nursing.

Required Reading

Recommended Reading

Subject Hours
Seven hours comprising seminar and thirty-two hours of clinical learning experience.

Assessment
Contract with supervisor: Hurdle requirement ungraded. Students are required to submit a written contract of the clinical learning experience they wish to undertake before they set out to achieve their contractual clinical learning. Clinical Project: 80% (3000 - 3500 words); Clinical Journal 20% (1000 – 1500 words).

HNP5001 PEDIATRIC NURSING STUDIES 1

Campus St Albans, Off Campus.

Prerequisite(s) Nil.

Content
Topics include: perspective of paediatric nursing; human growth and development; advanced health assessment of the child and family; principles and practice of paediatric health assessment skills; pathophysiology and clinical assessment of the child/adolescent with endocrine, neurological, musculo-skeletal, respiratory, cardio-vascular, gastro-intestinal, renal, oncological and plastic disorders; paediatric surgery; principles of paediatric nursing research; impact of hospitalisation on the child and family; principles of managing children and families with special needs.

Required Reading

Recommended Reading

Subject Hours
Thirty-nine hours for one semester.

Assessment
Clinical project 60% (2500 – 3000 words); Examination 30%; Clinical Journal 10% (1000 words). Students must pass each component of the assessment, including the clinical journal, in order to pass this subject.

HNP5002 PEDIATRIC NURSING STUDIES 2

Campus St Albans, Off Campus.

Prerequisite(s) Nil.

Content
Further topics include: principles of teaching and learning; management in paediatric nursing; and effects on paediatric nursing care; critical examination and analysis of paediatric nursing practice through fieldwork and current case studies; coping mechanism and strategies in the management of distress parents, psychosocial and cultural aspects; ethical and legal responsibility; communication and pain management in paediatric nursing.

Required Reading

Recommended Reading

**Subject Hours** Thirty-nine hours for one semester.  
**Assessment** Clinical project 60% (2500 – 3000 words); Examination 30%; Clinical Journal 10% (1000 words).  
Students must pass each component of the assessment, including the clinical journal, in order to pass this subject.

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**HNP5003 PAEDIATRIC NURSING STUDIES 3**  
**Campus** St Albans, Off Campus.  
**Prerequisite(s)** HNP5001 Paediatric Nursing Studies 1; HNP5002 Paediatric Nursing Studies 2; or equivalent.  
**Content** As there are a variety of role expectations of advanced paediatric nurse practitioners, it is imperative that each student determines the clinical learning required to achieve expertise in clinical paediatric nursing. As each student’s learning experience at the time of entry to this subject is seen as unique and dynamic, this unit recognises the need for self-determination of learning modalities. Therefore the content includes: the diversity of the clinical environment in specialised paediatric nursing practice; role of the advanced paediatric nurse practitioner: leader, manager, educator, researcher, and collaborative consultant in the health care team. Further, as per contact developed by the student in collaboration with a lecturer, students are expected to spend their clinical learning experience in a related area but outside their current clinical practice, to further expand their clinical learning experience to achieve expertise and skills as an advanced practitioner in paediatric nursing.

**Subject Hours** Seven hours of seminar work and 32 hours clinical learning experience.  
**Assessment** Contract with supervisor: Hurdle requirement ungraded. Students are required to submit a written contract of the clinical learning experience they wish to undertake before they set out to achieve their contractual clinical learning. Clinical Project: 80% (3000 – 3500 words); Clinical Journal 20% (1500 – 2000 words).

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**HNR001 INTRODUCTION TO RESEARCH DESIGN AND METHODS**  
**Campus** St Albans, Footscray Park, Footscray Lane, Distance Education  
**Prerequisite(s)** Nil.  
**Content** The content of this subject will provide an introduction to research methods and design for the social sciences. This will include a review of the scientific methods and ways of knowing, quantitative and qualitative paradigms, questionnaire design and evaluation, validity and reliability of research designs, ethical issues and evaluation of the research design of published papers. The subject will also include an introduction to sampling and methods of data collection and analysis for quantitative and qualitative research. The study of quantitative methods will focus on experimental, correlational and survey designs and of the corresponding methods of data analyses including descriptive and inferential statistics, correlation and regression and hypothesis testing. The qualitative research designs to be studied in some detail will be drawn from case study, ethnography, grounded theory, phenomenology, historical research, philosophical research and action research. The role of the researcher in collecting qualitative data will be discussed along with methods of analysing qualitative data.


**Subject Hours** Two hour seminar and one hour tutorial per week for one semester.  
**Assessment** A research proposal, or approved assignments related to research literature and processes in professional practice (3000 words for Graduate Diploma students; 5000 words for Masters students) 100%.

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**HNS5010 THEORIES OF ADDICTION**  
**Campus** Footscray Park.  
**Prerequisite(s)** Nil.  
**Content** This subject considers a range of traditional and non traditional theories of substance use, dependence and addiction. Definitional, physiological, pharmacological, psychological and social perspectives are examined. A variety of interventions and treatments will be considered in the context of the range of theories of substance use, dependence and addiction.

**Required Reading** To be advised by the lecturer.

**Subject Hours** Three hours per week for one semester.  
**Assessment** One written assignment of 2,500 words (60%), and one presentation (40%).

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**HNS5020 TREATMENT IN SUBSTANCE ABUSE**  
**Campus** Footscray Park.  
**Prerequisite(s)** Nil.  
**Content** This subject considers the approaches to treatment available and the setting in which treatment occurs for the range of addictions and substance abuse problems prevalent in Australia. Traditional and non traditional medical/pharmacological interventions will be examined alongside the range of
HNS5030 HEALTH PROMOTION/PREVENTION IN SUBSTANCE ABUSE

Campus Footscray Park.
Prerequisite(s) Nil.

Content This subject considers basic principles and practices in health promotion and prevention related to substance abuse. Current models related to health promotion and prevention principles related to harm minimisation will be considered with emphasis on the impact of substance use on individuals, families and communities. Each student will contract to develop and present a health promotion /prevention program related to substance abuse.

Required Reading To be advised by the lecturer.


Subject Hours Three hours per week for one semester.
Assessment One written assignment of 2,500 words, 60%; presentation of a health education/patient education session, 40%.

HNS5040 THERAPEUTIC INTERVENTIONS

Campus Footscray Park.
Prerequisite(s) Nil.

Content This subject considers the skills and knowledge related to therapeutic communication with clients who have drug and alcohol problems. Counselling models related to dealing clients with substance abuse problems will be addressed, with specific focus on Motivational Interviewing. This subject has an emphasis on practical competences for the student.

Required Reading To be advised by lecturer.


Subject Hours Three hours per week for one semester.
Assessment 2500 word assignment, 60%; presentation based on core skills, 40%.
Subject Hours Semester 1: The equivalent of 39 hours, comprising lectures, tutorials, workshops and seminars plus 100 hours of professional practice fieldwork. Semester 2: The equivalent of 39 hours, comprising lectures, tutorials, workshops and seminars plus 100 hours of professional practice fieldwork.

Assessment Semester 1: 1 x 2 hour examination (60%); assignment of 3000 words (40%); professional practice. Fieldwork report hurdle requirement. Semester 2: 1 x 2 hour examination (60%); assignment of 3000 words (40%); professional practice. Fieldwork report hurdle requirement.

HNU5002 HEALTH AND DEVELOPMENT IN CHILDHOOD AND ADOLESCENCE

Campus St Albans.
Prerequisite(s) Nil.

Content Semester 1: The subject is developed within a holistic model of health and emphasises the connections between all aspects of human experience. Principles and application of primary health care and community development within the school and community. The role of the Public Health Nurse in a culturally diverse society. Development and maintenance of the therapeutic relationship, including issues related to the multidisciplinary team. The well young person: determinants and processes of normal psychosocial and physiological growth and development from six to eighteen years. Assessment skills and processes with young people, including screening tools, critical observation, immunisation issues within the school community. Leadership, roles and issues within the school-aged and adolescent children; Family lifestyles and relationships within a multidisciplinary team.


HNU5003 PSYCHOSOCIAL ISSUES OF THE FAMILY

Campus St Albans.
Prerequisite(s) Nil.

Content This subject takes a lifespan perspective of family development and considers intergenerational and cross-cultural issues in these impact on the health and well being of individual family members including Foundations of family development and models of assessment; Parent-child interactions, positive parenting to neglect and maltreatment; Making and breaking partnerships; Making families – biopsychosocial and cultural influences; Stress in families and in parenting roles and intergenerational issues; Mental health/illness in families; Families coping with disabilities; Family relationships and infants and preschoolers; Family relationships with school-aged and adolescent children; Family lifestyles combining parenthood and employment.


Subject Hours Three hours per week for one semester comprising one two-hour structured teaching-learning session and one hour workshop/group discussion/guided learning.

Assessment Class presentation (35%); written assignment (65%).

HNU5004 HEALTH PROMOTION AND EDUCATION

Campus St Albans.
Prerequisite(s) Nil.
Content The subject content includes an analysis of health promotion knowledge; the relevance of theory to practice; the development of health promotion in Australia; the application of models of health promotion to the development of health promotion interventions; exploration of the settings approach to health promotion in relation to own area of nursing practice; planning and evaluation in health promotion.


URLs
- Australian Centre for Health Promotion http://www.aicp.health.usyd.edu.au/index.html
- Internet Journal of Health Promotion http://hphemel@worldnet.fr

Subject Hours Three hours per week for one semester comprising one two (2) hour lecture and one (1) hour tutorial/workshop/group discussion.

Assessment Development of a Health Education Package relevant to own area of nursing practice (40%); class presentation (15%); written assignment (45%).

HNU5005 ISSUES OF PROFESSIONAL PRACTICE

Campus St Albans

Prerequisite(s) HNU5001 Health and Development of the Young Family; HNU5002 Health and Development in Childhood and Adolescence; or equivalent.

Content The focus of this subject is the development of the requisite skills essential for leadership in independent professional practice. Emphasis will be placed on the expansion of professional confidence through skill and knowledge development in those areas requiring critical analysis and independent decision making. Content will include an exploration of ethical, legal and political issues in the field; the nurse as change agent; interprofessional roles and relationships; outreach, networking and case management; the development (including needs analysis, implementation and evaluation) of programs for individuals, families and groups with special needs; the role of advocacy; the development and application of reports and grants; quality assurance.


Subject Hours Six 2 hour lectures and one 4 hour round table seminar.

Assessment Development and submission of a proposal of 3000 words (graded). Participation in a round table seminar (hurdle requirement).

HNU5006 PUBLIC HEALTH: POLICY AND PRACTICE

Campus St Albans

Prerequisite(s) Nil.

Content The content of the subject includes an exploration of the meaning of health to lay and professional people and its relevance to public health; the history of public health policy and practice to the present day ‘new public health’ movement; the development of public health in Australia and related political influences; an exploration of the ethical issues relevant to public health; globalisation in public health.


URLs
- World Health Organisation http://www.who.ch/
- VicHealth http://www.vichealth.vic.gov.au


Subject Hours Three hours per week for one semester comprising one two (2) hour lecture and one (1) hour tutorial/workshop/group discussion.

Assessment Presentation (40%); written assignment exploring a relevant Public Health issue (60%).
HPB5302 SPORT EVENT MANAGEMENT

Campus City Flinders, Footscray Park.

Prerequisite(s) Nil.

Content This course will explore the unique features of sport event management. It will examine the structure of sport event administration, the scheduling and the planning of sport event activity, staff training, event evaluation, event operations, event facilitation and the commonalities and uniqueness of various events. Specifically the students will develop an understanding of the mechanics and scope of sport event management, be aware of the transferability of skills from event to event, understand the significance of the consumer decision making process in event construction and, demonstrate the skills necessary for the successful conduct of a sport event.


Subject Hours Three hours per week for one semester comprising one three hour lecture/seminar or equivalent.

Assessment Book review, 20%; project 1–2500 words, 40%; project 2–2500 words, 40%. All components of assessment must be satisfactorily completed.

HPB5303 SPORT PROJECT

Campus City Flinders, Footscray Park.

Prerequisite(s) Nil.

Content This unit will give the student an opportunity to undertake a specialised task directly related to their particular work environment, i.e., construction of this exercise students will be expected to demonstrate familiarity and competence with the major concepts and skills of project management, and will incorporate some ethical issues/aspects related to the project. The specific nature of the project will be an individual negotiation between the lecturer and student concerned.

Required Reading To be advised by lecturer.


Subject Hours Three hours per week for two semesters comprising one three hour lecture / seminar or equivalent. The subject is offered over two semesters.

Assessment Project proposal, 20%; interim report, 10%; final report, 50%; presentation, 20%. Total word length approximately 8000 to 10,000 words. All components of assessment must be satisfactorily completed.

HPC5001 CONTEXTUAL ANALYSIS OF LOSS ACROSS THE LIFESPAN

Campus City Flinders, St Albans.

Prerequisite(s) Nil.

Content This subject will introduce a range of theoretical frameworks which explain an individual's unique reactions to loss and grief. Concepts of loss and death, and associated grief reactions will be examined from the developmental perspective involving early childhood through to old age. Perspectives which might further define the meaning and significance of loss for individuals including general systems theory, life cycle, family life cycle, family systems, psychosocial resources and aspects of grief theory, will be critically analysed. The aim of the subject is to provide a theoretical framework, and relevant concepts for examining and understanding an individual's unique reaction to normative and non-normative loss and grief throughout the lifespan.

HPC5004 INTRODUCTION TO THEORIES OF LOSS AND GRIEF

**Campus** City Flinders, St Albans.  
**Prerequisite(s)** Nil.  
**Content** This subject will provide a critical overview of the mainstream theories of grief in relation to normative and non-normative loss. The aims of the subject are to: introduce and critically examine relevant theories of grief; and to examine the application of theory to both normative and non-normative loss; and provide an opportunity for students to examine and challenge traditional views of life, loss and death within the natural realm of human experience and as a necessary part of the human life cycle.  
**Required Reading** To be advised by lecturer.  
**Subject Hours** Three hours per week for one semester comprising one three-hour lecture.  
**Assessment** Essay, 100%.  

HPC5100 APPLIED TECHNIQUES OF GRIEF COUNSELLING

**Campus** St Albans  
**Prerequisite(s)** Satisfactory completion of APT1035 and APT1025.  
**Content** This subject will provide students with within class supervised counselling practice in order to enhance their client attending skills, and the skills of developing a client formulation. It will further provide students with information concerning various types of counselling sessions (e.g. intake, referral and termination) and strategies for responding to various types of problems within the grief framework.  
**Required Reading** To be advised by lecturer  
**Subject Hours** Three hours per week for one semester.  
**Assessment** To be advised.  

HPC5101 PROFESSIONAL PRACTICE WORKSHOP

**Campus** City Flinders, St Albans.  
**Prerequisite(s)** Nil.  
**Content** This workshop is designed to provide students with the opportunity to practice their acquired theory and knowledge through applications in the loss and grief counselling field. Through a combination of practical experience and observation, students are able to develop contacts within the professions, observe the skills of professional practitioners, and gain practice in a variety of counselling techniques. It is anticipated that the outcomes of this subject will be an understanding of the variety of counselling techniques practised, enhanced confidence in applying counselling skills, and the ability to integrate theory from other subjects in the course with the practice of counselling within the student's own developing framework. Students will be provided with observation and practice opportunities during workshop sessions with guest practitioners, by selected agency visits and by means of video and audiotaped practice. Ethical issues in counselling practice will also be addressed.  
**Required Reading** To be advised by lecturer.  
**Subject Hours** Three hours per week for one semester comprising one three-hour workshop or equivalent. Subject to both student and agency availability some opportunity may exist for students to obtain agency experience. It is to be noted that one hour of class contact is equivalent to one week of agency placement.  
**Assessment** Assessment will incorporate an agency research project, a theoretical essay and submissions of a videotaped counselling session.
HGP5010 APPLIED EXERCISE PHYSIOLOGY
Campus Footscray Park.
Prerequisite(s) Nil.
Co-requisite(s) HPG5011 Physiology Testing and Evaluation; or equivalent.
Content This subject aims to: provide students with knowledge of the acute and chronic responses to exercise; enable students to understand the factors that limit and enhance exercise performance; provide students with knowledge of the physiological and metabolic consequences of regular activity and inactivity. The subject will include the following topics: Muscle: review of the basic anatomy and physiology of muscle; muscle fibre types and implications for performance; muscle energetics. Exercise metabolism: overview of metabolism in skeletal muscle; effect of exercise on carbohydrate, lipid and protein metabolism; important regulatory factors. Hormones: hormonal responses to exercise, particularly those involved in the regulation of metabolism, circulation/respiration and fluid balance. Oxygen transport system: cardiovascular and respiratory responses to exercise and regulatory factors; physiological determinants of maximal oxygen uptake; concept of "anaerobic threshold" and implications for performance. Fatigue: mechanisms of fatigue during exercise; exercise-induced muscle damage. Recovery: physiological and metabolic events during recovery from exercise; post-exercise oxygen consumption; lactate removal; substrate restoration. Environmental factors: physiological responses to exercise in the heat and at altitude; mechanisms and consequences of heat and altitude acclimatization; fluid balance during exercise. Training: physiological and metabolic adaptations to endurance, sprint and strength training; responses to inactivity/detraining; reduced training and overtraining.
Required Reading To be advised by lecturer.
Subject Hours Two hours of lectures per week for one semester.
Assessment Final examination, 60%; written assignment, 35%; oral presentation, 5%.

HGP5011 PHYSIOLOGY TESTING AND EVALUATION
Campus Footscray Park.
Prerequisite(s) Nil.
Co-requisite(s) HPG5010 Applied Exercise Physiology; or equivalent.
Content This subject aims to promote an understanding of the variety of laboratory and field skills used in the physiological assessment of the exercising human; promote the capacity to develop original laboratory and field skills to be used in the assessment of the exercising human. The subject will include the following topics: VO2max; body composition analysis; anaerobic threshold; anaerobic power and capacity; electrocardiography; control of ventilation; muscle fatigue; cardiovascular responses to exercise; exercise in the heat.
Required Reading To be advised by lecturer.
Subject Hours Two hours of practical per week for one semester.
Assessment Laboratory practical reports, 100%.

HGP5016 MUSCULO-SKELETAL AND NEUROLOGICAL PHYSIOLOGY FOR REHABILITATION
Campus Footscray Park.
Prerequisite(s) Nil.
Content The subject content will include: (i) mechanisms of injury and repair in skeletal muscle and other soft tissues, bone, and joints; (ii) chronic pain management; (iii) low back pain; spinal surgeries including laminectomies, fusions, discectomies and pain management; (iv) arthritis: osteo, rheumatoid, gout, ankylosing spondylitis; (v) osteoporosis; (vi) acquired head injury; (vii) spinal cord injury; (viii) stroke (cerebro-vascular accident); musculoskeletal and neurological deficits; (ix) multiple sclerosis; (x) Parkinson's disease; (xi) muscular dystrophy; (xii) knee and shoulder reconstructions; (xiii) knee and hip replacements; (xiv) dementias; (xv) detrimental effects of long term inactivity and bed rest.
HPG5018 EXERCISE PRESCRIPTION FOR MUSCULO- SKELETAL AND NEUROLOGICAL CONDITIONS

Campus Footscray Park.

Prerequisite(s) HPG5016 Musculo-Skeletal and Neurological Physiology for Rehabilitation; or equivalent.

Content Exercise prescription for the following conditions: (i) soft tissue, bone and joint injuries; (ii) extensive content on low back pain: spinal surgeries including laminectomies, fusions, discectomies and pain management; (iii) arthritis: osteo, rheumatoid, gout, ankylosing spondylitis; (iv) osteoporosis; (v) stroke and acquired head injury; (vi) spinal cord injury; (vii) multiple sclerosis; (viii) Parkinson's disease; (ix) muscular dystrophy; (x) knee and shoulder reconstructions; (xi) knee and hip replacements; (xii) dementias. Exercise modes will include hydrotherapy, Pilates exercise, Swiss Balls, stabilisation of lumbar, cervical and scapular segments; modified equipment, exercise for people in a wheelchair, gait aids, balance training / assessments.


HPG5019 WORK CONDITIONING

Campus Footscray Park.

Prerequisite(s) Nil.
Content: Students will develop skills in the prescription of both individual and group work-oriented programs involving workers in simulated or actual work tasks and activities that are structured and progressively graded. Aqua-exercise and hydrotherapy and other modes of exercise conditioning will be included. Students will develop expertise in the design and implementation of programs that increase physical power and capacity, and productivity, with the goal of training workers to remain at, or return to suitable employment. The subject will provide students with advanced skill training in the assessment of injured or disabled workers to identify and specifically measure the limitations and deficits of clients against the type of work the client will be / is required to perform in the workplace. Students will also develop their skills in the education of the injured worker to maintain sound physical and physiological habits to avoid further injury. This will include the ability to conduct individual and group training programs in manual handling techniques, lumbar stabilisation programs, back care education as well as work break exercise programs, injury prevention strategies, pain management and modification of exercise equipment for people with disabilities.


Subject: Hours Two hours per week for one semester.

Assessment: Assignments (70%); practical examination (30%).

HPG5021 BIOMECHANICS FOR REHABILITATION

Campus: City Flinders Lane.

Prerequisite(s): Nil.

Content: The subject will provide students with general knowledge of the mechanical properties of biological materials and examine the biomechanical aspects of selected joints and the mechanics of movement applied to normal and pathological states.


Subject Hours: One hour lecture per week for one semester.

Assessment: Final examination (70%); assignment (30%).

HPG5031 PHYSIOLOGICAL TESTING FOR REHABILITATION

Campus: Footscray Park.

Prerequisite(s): Nil.

Co-requisite(s): HPG5015 Physiology for Rehabilitation; or equivalent.

Content: This subject aims to provide students with knowledge and skill in the application of physiological techniques and protocols used to assess human movement and exercise performance with an emphasis on people recovering from injury or illness or people with permanent disabilities. The subject revisits those techniques that students have previously used in the assessment of exercise performance in able-bodied people (including athletes) and then progresses to modifications of those techniques for use in exercise rehabilitation. The former include the measurements of skinfold thicknesses, VO2max, anaerobic threshold, acid-base responses to acute exercise, normal exercise electrocardiography and lung function while the latter includes VO2 peak, pathological electrocardiography, cardiovascular responses to exercise, blood lipids, interpretation of pulmonary function and dysfunction in exercise and the assessment of balance.


Subject Hours: Two hours per week for one semester.

Assessment: Laboratory reports, 80%; practical examination, 20%.

HPG5032 BIOMECHANICAL TESTING FOR REHABILITATION

Campus: City Flinders.

Prerequisite(s): Nil.

Content: This subject aims to provide students with knowledge of the biomechanical techniques used to assess human movement with an emphasis on injured or disabled individuals; develop practical skills that will enable students to assess muscular function. The subject will include the following topics: measurement and analysis of human gait, video analysis of human motion, anthropometry, foot pressure sensors and force platform analysis, recording and interpreting the electromyographic (EMG) signals, isokinetic dynamometry.

Required Reading: To be advised by lecturer.

Subject Hours: Two hours of practical work per week for one semester.

Assessment: Coursework, 100%.

HPG5041 FUNCTIONAL ANATOMY

Campus: City Flinders Lane.

Prerequisite(s): Nil.

Content: The subject content will include (i) the physical properties of bone and collagenous tissues; arthrology; muscular system; an overview of the nervous system; (ii) functional anatomy of the joints: shoulder complex; forearm, wrist and hand complex; hip joint complex; knee complex; ankle foot complex; (iii) vertebral column; posture; locomotion; anatomy and performance.


Subject Hours Two hours of lectures and two hours of practical per week for one semester.

Assessment Final examination (50%); on-going assessment (20%); flag-race (practical) exam (30%).

HPG5069 INTRODUCTION TO REHABILITATION

Campus Footscray Park.

Prerequisite(s) Nil.

Content This subject will introduce students to various roles of physical educators in exercise rehabilitation and to offer perspectives on the roles of other team members in rehabilitation processes; students will have opportunities to observe health professionals during the design, implementation and evaluation phases of exercise programs, and to learn about equipment, facilities and program planning that are used in exercise rehabilitation.

Required Reading To be advised by the lecturer.

Subject Hours Four hours in total for one semester.

Field Contact Thirty five hours.

Assessment Satisfactory/unsatisfactory.

HPG5070 EXERCISE FOR REHABILITATION

Campus Footscray Park.

Prerequisite(s) HPG5069 Introduction to Rehabilitation Fieldwork; or equivalent.

Content This subject aims to: provide experience in exercise prescription, design, conduct and evaluation of exercise rehabilitation programs; gain practical knowledge of differing organisational models, the roles of other health professionals, referral and communication pathways and medical record systems.

Required Reading To be advised by lecturer.

Subject Hours Eight seminar hours in total for one semester.

Field Contact One hundred and forty hours (4 weeks).

Assessment Satisfactory/unsatisfactory.

HPG5080 BIOMECHANICS OF HUMAN MOVEMENT

Campus Footscray Park.

Prerequisite(s) Nil.

Co-requisite(s) HPG5081 Biomechanics Testing and Evaluation; or equivalent.

Content This subject aims to: develop in students an understanding of the biomechanical basis of fitness and sports performance; familiarise students with the use of biomechanical laboratory and field techniques for assessing fitness and sports performance. The subject will include the following topics: Performance assessment in both fitness and sport by means of 2-D and 3-D video techniques, EMG, foot pressure sensing, isokinetic dynamometry and force platforms are an integral part of the subject.

Required Reading To be advised by lecturer.

Subject Hours Two hours of lectures per week for one semester.

Assessment Examination, 50%; coursework, 50%.

HPG5081 BIOMECHANICS TESTING AND EVALUATION

Campus Footscray Park.

Prerequisite(s) Nil.


Subject Hours Two hours of practical per week for one semester.

Assessment Laboratory handbook, 40%; laboratory theory examination, 30%; laboratory practical examination, 30%.
Content: The aims of this subject are to develop in students an awareness of those factors which influence human interaction in professional and personal settings; develop in students an understanding of and the ability to apply basic counselling skills necessary to enable effective communication to occur on an individual or group basis. The subject will include the following topics. Overview of contemporary counselling theories, models and practice. Introduction to a range of communication theories, processes and applications: verbal language, non-verbal skills, body language, listening skills, human interaction. Human behaviour and development: lifestyle, lifecycle, lifecrisis, and life development. Exercise and sports science professional's role in relation to counselling: facilitation, advocacy, resource indicator, helper, and group development. Counselling in practice: stages of helping process, skills development applicable to the professional setting.


Subject Hours: Two hours of lectures per week for one semester.

Assessment: Major assignment, 45%; individual/group project, 25%; case study, 30%.

**HPG5140 EXERCISE PRESCRIPTION**

**Campus**: Footscray Park.

**Prerequisite(s)**: Nil.

**Content**: This subject aims to provide students with an understanding of the theoretical knowledge and practical skills necessary to the task of prescribing exercise; the opportunity to develop the capacity to prescribe theoretically sound exercise programs for a variety of sporting populations and exercising individuals. The subject will include the following topics. Theory of exercise prescription. Review of laboratory based assessment procedures. Adherence to exercise: myths and realities. Fundamentals of prescription. Review of field oriented assessment procedures. The metabolic basis of prescription. Low back care and prescription. Flexibility and prescription. Soft tissue rehabilitation. Weight control. Nutrition and prescription. Resistance training prescription. Prescription in the pre- and post-natal environment. Prescription for the elite athlete, the cardiovascularly impaired, the aged, the disabled, and the child.


**Subject Hours**: Two hours of lectures per week for one semester.

**Assessment**: Oral test review of anatomy/physiology of exercise, 10%; case study: child – 20%, sub-elite – 20%, elite – 20%; final examination, 30%.

**HPG5150 SKILL IN SPORT**

**Campus**: Footscray Park.

**Prerequisite(s)**: Nil.

**Content**: This subject aims to present a view of knowledge about motor skill development and performance to students through consideration of concepts, theories and research; raise issues of applicability of basic research in practical contexts; show how recent research and theorising has considered aspects of skill development and skilled performance in sport-related settings. The subject will include the following topics. Introduction to the information-processing, life-span development and skill development approaches; the nature of skill; skill acquisition and retention. Attention and perception: selective attention; signal detection theory; visual search. Decision-making: response time; reaction time and movement time; simple, choice and discrimination reaction time; perceptual, receptor and effector anticipation; serial and parallel processing. Motor control: open-loop and closed-loop models; schema theory; action theory; systems theory and ecological psychology. Factors affecting skill acquisition: conditions of practice, massed and spaced, whole and part; variability of practice; feedback, information, reinforcement; error-free and errorful learning. Perceptual-motor development:
skills and abilities, readiness, prediction of talent; ageing and skill; motor impairment, disability; sport skill development. Sport-specific approaches: speed of ball detection and skill; memory for game structure and ball detection; visual search processes in sport; use of early visual cues, anticipation; decision-making and skill in sport; development and nature of skilled movements in sport, the ‘tau margin’.

**Required Reading**


**Subject Hours**

Two hours of lecture per week for one semester.

**Assessment**

Paper reviewing literature on selected topic, 30%; report of small scale investigation on topic, 40%; final examination, 30%.

**HPG5160 EXERCISE AND SPORT SCIENCES FIELDWORK**

**Campus** Footscray Park.

**Prerequisite(s)** Nil.

**Content**

The aims of this subject are to: provide students with the opportunity to apply sport and exercise theory and practice in a practical setting; introduce students to the range of career options within the field; extend the professional networks of students.

**Required Reading**

To be advised by lecturer.

**Subject Hours**

Eight hours of seminars in total for one semester in addition to seventy hours (2 weeks) of field contact.

**Assessment**

Due to the individual nature of this subject assessment is graded on a satisfactory/unsatisfactory basis. All components of assessment must be completed and passed in order for study to be regarded as complete. Components include: a minimum of seventy (70) hours fieldwork; satisfactory field supervisor’s evaluation; completion of a satisfactory placement report; completion of class reading and completion of all class assignments.

**HPG5380 PSYCHOLOGY FOR REHABILITATION**

**Campus** Footscray Park.

**Prerequisite(s)** Nil.

**Content**

This subject aims to develop in students a basic understanding of the psychological aspects of rehabilitation. It is not intended that graduates of the course will be equipped to provide the primary psychological care of rehabilitation clients because in most instances they are part of a team which includes clinical and neuropsychologists. However, they should have an understanding of the psychological aspects of the rehabilitation process. The subject will include the following topics: counselling and interviewing skills – verbal and non-verbal, listening skills, body language, human interaction; human behaviour and development, lifestyle, lifecycle, life crisis, life development; coping with injury; dealing with grief and loss; coping with chronic pain; stress management, anxiety and depression; self-confidence, development and maintenance, particularly in the transitions which occur during rehabilitation; motivation, intrinsic-extrinsic, goal orientations, self-efficacy, goal setting, physical, psychological, technical.

**Required Reading**


**HPG6020 DIRECTED STUDY**

**Campus** Footscray Park.

**Prerequisite(s)** Nil.

**Content**

This subject provides the opportunity for students to extend their knowledge and skills in the general topic area where they intend to carry out their research. A number of educational processes are equitably valid and some might be particularly appropriate to specific disciplines or research endeavours. There is no desire to restrict the potential educational exercises by specifying what is acceptable. Designated research supervisors are responsible for determining acceptability of the nature and scale of directed studies in discussion with individual students. A number of examples of likely ways in which study may be directed will illustrate the possibilities. It is possible for issues to be raised which relate to the topic of research. These could be addressed by consulting the literature and writing critical review or reaction papers. It might be that two or three such papers would constitute the appropriate scale of work. In some specialist that the most fruitful preparation for the thesis would be to audit a coursework subject in this or another institution. The thesis research may depend crucially on the development of a measuring instrument and this development could be the substance of the Directed Study. Similarly, it might be deemed essential to pilot a new research technique, which it is proposed to use in the main thesis study. The pilot study could be the content of the Directed Study. These examples merely illustrate the nature of the Directed Study subject. The subject will remain flexible, permitting a whole range of equivalent exercises to be included. The main criterion for acceptance is that the activity is considered by the supervisor to be valuable preparation for the thesis research.

**Required Reading**

To be advised by lecturer.

**Subject Hours**

Nine hours per week for one semester comprising one one-hour tutorial and eight hours of practical sessions.

**Assessment**

Students are assessed on satisfactory completion of the directed study contracted with the supervisor. Note: The methods of assessment are to be detailed by negotiation between the student and the supervisor.

**HPG6030 MINOR THESIS (FULL-TIME)**

**HPG6035 MINOR THESIS (PART-TIME)**

**Campus** Footscray Park.

**Prerequisite(s)**

- HPG6010 Research Design
- HPG6020 Directed Study, or equivalent.

**Content**

The Minor Thesis subject builds on the development made in HPG6010 Research Design and HPG6020 Directed Study. Specifically, with the continued advice and guidance of the research supervisor, the student carries through the research protocol, which was developed and refined in the Research Design subject and which is illuminated by the exercises undertaken in the Directed Study subject. The student executes a study on an issue in physical education or sport. In science areas, this involves the collection of primary data. This process is presented in a formal thesis of between 15,000 and 30,000 words equivalent not including Appendices. The thesis should demonstrate the whole research process from identification of a problem, through review, critique and reflection on related research, to development and refinement of appropriate methods, collection of data using appropriate procedures and ethics, and on to selection, application and interpretation of suitable methods of analysis. Finally, conclusions must be drawn and recommendations made for further research and for practice.

**Required Reading**

To be advised by lecturer.
Subject Hours HPG6030 Minor Thesis (full-time)—fifteen hours per week for one semester. HPG6035 Minor Thesis (part-time)—seven and one half hours per week for two semesters.

Assessment

Thesis, 100%. Students must attend the Graduate Research Seminar program and present a report on their results, analysis and conclusions to a meeting of this Seminar Late in the semester. The final thesis will be examined by two academics, one of whom should be external, with expertise in the specific area of the research and will not include the supervisor. Students may be asked to present themselves for an oral or a written examination by these examiners, at the examiner's discretion. Each examiner will independently recommend one of the following outcomes to his/her assessment of the thesis: pass without further examination; subject to corrections to the satisfaction of the School's Research and Graduate Studies Committee; candidate to pass a written or oral examination to pass thesis; deferred for resubmission after major revision; fail. In the event that there is a disagreement between the examiners, a third examiner will be appointed.

HPG6040 LABORATORY SKILLS FOR EXERCISE PHYSIOLOGY

Campus Footscray Park.

Prerequisite(s) St John Senior First Aid Certificate or equivalent.

Content

The subject is designed for Exercise Physiology students to develop a range of valuable skills, knowledge and competencies relating to the use and understanding of instrumentation and modern analytical system. An emphasis is placed upon the safe and ethical handling of human samples, including blood, saliva, urine and faeces and the handling and disposal of consumables used in human sampling. The safety focus also includes standard procedures for cleaning and sterilisation of instruments and equipment and emergency first aid. Particular attention is given to calibration, appropriateness of instrumentation to data collection and experimental design, including the influence of measurement errors on data reliability and validity. The subject also includes a range of opportunities to appreciate and understand respiratory gas analysis systems, blood gas, acid-base and electrolyte systems, some common blood and muscle analyses, exercise electrocardiography, haematology, anthropometry, and environmental physiology.

Required Reading


Recommended Reading


Subject Hours

Three hours per week for one semester comprising one hour lecture and two hours of practical work.

Assessment

Demonstrated proficiency in the use of instrumentation and analytical systems, 40%; theory examination, 30%; written assignments, 20%; attendance, 10%.

Prerequisite(s) HPG5017 Cardiorespiratory and Metabolic Physiology for Rehabilitation; or equivalent.

Content

Exercise prescription for the following conditions (i) cardiac pathophysiology and rehabilitation: ischaemic, myocardial, pericardial and valvular disease, heart failure, hypertension; (ii) pulmonary diseases: asthma, chronic bronchitis and emphysema, pneumonia, bronchiectasis, cystic fibrosis, tuberculosis, respiratory distress syndrome, acute respiratory tract infections; (iii) metabolic conditions: obesity, diabetes, chronic fatigue syndrome, anemias.

Required Reading


Recommended Reading


Subject Hours

1 hour lecture per week; 1 hour practical per week.

Assessment

Attendance and participation (10%); assignments (50%); tests (oral and written) (40%).

HPC6042 CASE MANAGEMENT

Campus Footscray Park.

Prerequisite(s) Nil.

Content

Structure and management of the public and private health systems; working in the rehabilitation team with physicians, physiotherapists, occupational therapists; management and presentation skills; medical terminology and common abbreviations used in referrals and correspondence; report writing; professional ethics; working as a consultant (independent provider) in rehabilitation; funding arrangements for WorkCover, TAC and private health fund clients; an introduction to occupational health and safety; referral systems for groups; management of mixed ability groups; monitoring and evaluation of rehabilitation programs.

Required Reading


Subject Hours

Two hours per week for one semester.

Assessment

Assignments and presentations (80%); attendance and participation (20%).

HPC6043 EXERCISE FOR REHABILITATION CLINICAL PRACTICE

Campus Footscray Park.

Prerequisite(s) HPG5069 Introduction to Rehabilitation Fieldwork and HPG5070 Exercise for Rehabilitation Fieldwork; or equivalent.

Content

To apply the theoretical and practical knowledge gained in the course to the design, implementation and evaluation of exercise.
rehabilitation programs, using both individual and group models. Practical experience with all aspects of case management, including working as part of the rehabilitation team, report writing, professional ethics and exposure to the public and private health systems.

**Required Reading**
- Sagamore Publishing Champaign, Illinois. Kaplan, R.M. 1987, *Required Reading and published research studies; evaluation techniques. confidentiality and other ethical issues; examination of case studies qualitative and quantitative methods of research; research design in Adults And Children*.

**In Adults And Children**

**INVESTIGATION (OFFSHORE ONLY)**

**Subject Hours**

**Assessment**

- 20 week industry placement.
- Assessment: Satisfactory / Unsatisfactory.

**Subject Notes**

- To be advised by the clinical supervisor.
- Required Reading: To be advised by the lecturer.
- Recommended Reading: To be advised by lecturer.

**HPM5006 RECREATION/SPORT RESEARCH AND INVESTIGATION (OFFSHORE ONLY)**

**Campus**

- Footscray Park.

**Prerequisite(s)**

- Nil.

**Content**

- The aim of this subject is to: assist students develop a systematic understanding of statistical concepts and their application in the recreational field; enable students to read, understand and evaluate research in recreation; and provide students with sufficient background knowledge of research types in which they can develop skills and pursue their own research. The subject will include the following topics: review of basic statistics and research processes undertaken in undergraduate studies; statistical concepts; overview of the use and application of surveys; qualitative and quantitative methods of research; research design and the importance of theoretical perspectives in designing a research proposal; data analysis and presentation; preserving confidentiality and other ethical issues; examination of case studies and published research studies; evaluation techniques.

**Required Reading**

- To be advised by lecturer.

**Recommended Reading**


**Subject Hours**

- Three hours per week for one semester comprising one three-hour seminar/lecture.

**Assessment**

- Assignments: major, 60%; minor, 15%; statistical assignment, 25%. All components of assessment must be satisfactorily completed.

**HPM5304 PROFESSIONAL PRACTICUM**

**Campus**

- Footscray Park.

**Prerequisite(s)**

- Nil.

**Content**

- Field experience aims to provide students with the opportunity to place their acquired theory and knowledge into a relevant and practical context through application in the fields of recreation and sport. The essential component of this subject is the development of individual and professional competencies. Through practical experience, students are able to develop contacts within the profession, gain an awareness of the current and potential services within the community and become familiar with the wide range of employment possibilities open to graduates. It is anticipated that the outcomes of this subject will be a greater understanding of the diverse and complex nature of Australian society and hence the mixed environment in which the professions of recreation and sport function. Students are encouraged to formulate their personal and professional philosophy and clarify their definition of the concepts embodied in ‘Recreation’ and ‘Sport’. The professional practicum enables candidates to relate their experience to the applied recreation studies or to the recreation management core of the course. Candidates select and negotiate the placement in consultation with the practicum co-ordinator and seminars are held concurrently with the placement to enable discussions about, and evaluation of, the experience. The classes are taught in seminar style, drawing heavily on the students’ experiences and with staff setting challenges for practical experience that might be undertaken as the practicum. These enable the candidates to compare and evaluate field experiences and to hear from professionals on various aspects of the recreation field.

**Required Reading**

- *Field Experience Manual*, Articles to be advised by lecturer.

**Subject Hours**

- One hour lecture/seminar per week for one semester in addition to one hundred and five hours (3 weeks) of field contact.

**Exemptions**

- Whilst it is recognised that many candidates will have had applied experience in the field, exemption from the professional practicum cannot be granted. The purpose of the placement is to enable candidates to put into practice various aspects of the theoretical component of the graduate program and to apply newly acquired skills and knowledge.

**Assessment**

- Satisfactory/unsatisfactory: attendance at all seminars is required and successful completion of class assignments and presentations; compliance with all requirements as set out on the contract; submission of a satisfactory evaluation by the agency; completion of a personal report and evaluation of the experience by the student.

**HPM5203 PROGRAM ADMINISTRATION AND DELIVERY**

**Campus**

- Footscray Park.

**Prerequisite(s)**

- Nil.

**Content**

- The subject will provide the students the opportunity to explore the principles of administration theory and apply the principles in the recreation service delivery sector. Emphasis will be placed on the experience of students and will challenge the current practices with alternative models of administration and delivery systems. The subject aims to develop an understanding of administration theory and apply that theory to the practice of delivering recreation services.

**Required Reading**

- To be advised by lecturer.

**Recommended Reading**


**Subject Hours**

- Three hours per week for one semester comprising three hours seminar and lecture.

**Assessment**

- Students are required to negotiate a contract between the lecturer and themselves regarding their assessment.
Subject: HPM5302 LEISURE EDUCATION: INDIVIDUAL, GROUP AND COMMUNITY DEVELOPMENT

**Campus:** Footscray Park

**Prerequisite(s):** Nil.

**Content:** The subject will provide a thorough review of the impact of leisure education processes on the development of an individual's leisure lifestyle, and its influences on group and community development. The theory base to helping processes (leisure counselling) necessary to pursue approaches to leisure education will be addressed. The subject will focus upon the role and impact of approaches to Group Dynamics, and an awareness of professional and inter-disciplinary approaches to leisure education.

**Required Reading** To be advised by lecturer.

**Recommended Reading**

**Subject Hours** Three hours per week for one semester comprising three three-hour lectures.

**Assessment** Investigative report, individual, group and community development, 35%; tutorial presentation, group/individual, 25%; major research paper, Leisure Education in Action, 40%.

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Subject: HPM5600 LEISURE PERSPECTIVES IN AGEING AND DISABILITY SERVICES

**Campus:** Footscray Park

**Prerequisite(s):** Nil.

**Content:** This subject provides an overview of recreation services within the context of ageing and disability organisations. It will focus on the issues and topics that are applicable to individuals pursuing a career in this arena. It will examine the broad range of roles, challenges, and client populations facing recreators in these settings within an historical context. In addition, it will explore the variety of recreation program offerings available to practitioners working with either older adults or individuals with disabilities.

**Required Reading** To be advised by Lecturer.

**Recommended Reading**
HPM5601 AGEING WELL: PERSPECTIVES FOR THE FUTURE

Campus Footscray Park.
Prerequisite(s) Nil.
Content This subject is designed to create an awareness of the emerging field of gerontology with its overwhelming political, health, and social implications. Topics to be covered include sociological, psychological, and physiological aspects of ageing, ethics and ageing, care of older persons, health and wellness models, women and ageing, policies and politics, education and retirement, and advocacy.
Subject Hours Three hours per week for one semester comprising one three-hour lecture/seminar.
Assessment Research paper, 35%; applied project, 35%; individual/group presentation, 30%. All components of assessment must be satisfactorily completed.

HPM5800 RECREATION MANAGEMENT IN AGEING AND DISABILITY SERVICES

Campus Footscray Park.
Prerequisite(s) Nil.
Content This subject aims to provide an in-depth opportunity to study the issues surrounding the management of recreation services within the context of ageing and disability organisations. Special attention will be placed on the topics of organisational and management styles, effective decision making, managing change, team building, motivation, conflict management, strategic planning, finance and management, marketing, quality assurance, and human resource management. Specific reference will be made to both services for older adults and for individuals with disabilities.
Required Reading To be advised by Lecturer.
Subject Hours Three hours per week for one semester comprising one three-hour lecture/seminar.
Assessment Research paper, 35%; applied project, 35%; take home examination, 30%. All components of assessment must be satisfactorily completed.

HPM5801 RECREATION STRATEGIES IN AGEING AND DISABILITY

Campus Footscray Park.
Prerequisite(s) Nil.
Content This subject will provide an overview of recreation strategies and programming models available to professionals working in the fields of ageing and disability. Emphasis will be placed on the acquisition of skills, abilities, and knowledge necessary to successfully plan, develop, implement, and evaluate leisure activities and experiences for older adults and persons with disabilities. Topics to be covered include assessment, activity analysis, goal/objective development, client documentation, activity modification, duty of care and ethical considerations.
Required Reading To be advised by the lecturer.

**Subject Hours** Three hours per week for one semester comprising one three-hour lecture/seminar.

**Assessment** Research paper, 35%; applied project, 35%; program plan, 30%. All components of assessment must be satisfactorily completed.

**HPM6001 DIRECTED STUDY (FULL-TIME)**

**Campus** Footscray Park.

**Prerequisite(s)** Nil.

**Content** The aims of the subject are to develop an understanding of the parameters of the research proposal to be addressed in the minor thesis; and assist the candidate in initiating a literature review of the research area.


**Subject Hours** HPM6001 Directed Study (full-time): eight hours per week for one semester; HPM6004 Directed Study (part-time): four hours per week for two semesters.

**Assessment** Annotated bibliography, preliminary chapters of minor thesis or syndicate research project and proposal - satisfactory/unsatisfactory.

**HPM6002 GRADUATE SEMINAR**

**Campus** Footscray Park.

**Prerequisite(s)** Nil.

**Content** The aim of the subject is to develop an ability to analyse and present; and encourage candidates to discuss content and methodology of the thesis as it develops.


**Subject Hours** Three hours per week for one semester.

**Assessment** Research topic presentation, satisfactory/unsatisfactory. The Graduate Recreation and Sport Symposium (GRASS) is the culminating research presentation which forms the basis of assessment for this subject. Assessment will be based on attendance at the GRASS session of at least one other peer; a one and one half hour presentation to peers, supervisor(s) and other interested persons on the development of the research project and the research proposal for the minor thesis or syndicate research project (including clarification of the research methodology); and attendance at a meeting with the Masters Approval Committee to clarify any modifications to the research proposal on the basis of feedback from the GRASS; to submit copies of the research instrument/tool; and to answer queries from the Committee.

**HPM6003 MINOR THESIS (FULL-TIME)**

**HPM6005 MINOR THESIS (PART-TIME)**

**Campus** Footscray Park.

**Prerequisite(s)** Nil.

**Content** The aim of this subject is to produce a Minor Thesis on a research topic. The thesis will be a paper of no less than 15,000 nor more than 25,000 words. It will report on independently conducted research which demonstrates the student's ability to clearly define a problem, to undertake a detailed literature search and review the relevant theoretical and practical literature on the topic area. Adequate data selection, collection and analysis skills should also be demonstrated. The thesis should involve a high standard of written communication skills. The topic which is chosen should allow the candidate to develop a methodology and to apply it to an appropriate problem or situation. Candidates will be supervised by a member of academic staff of the School who will be the Principal Supervisor. A Secondary Supervisor external to the School, may be appointed to assist with supervision. This procedure will be followed to ensure that the credibility of the proposed program is established and maintained. The external supervisor will either be an academic from another School at Victoria University of Technology or from another institution or a practitioner. It would normally be expected that all supervisors, whether internal or external, should hold a degree at Masters level or above.


**Subject Hours** HPM6003 Minor thesis (full-time): nineteen hours per week for one semester; HPM6005 Minor thesis (part-time): nine and one half hours per week for two semesters.

**Assessment** Examination of the thesis will be conducted by an examiner with expertise and/or associated experience in the research field who will be appointed by the Course Co-ordinator on the advice of the Recreation Graduate Course Committee. The supervisor(s) of the research program will not be eligible to perform the examination role. The examiner will assess the thesis and recommend to the Course Co-ordinator one of the following options: (a) passed and graded according to the postgraduate grading system; (b) passed, subject to minor amendments and graded in accordance with the postgraduate grading system; (c) deferred (major revision and resubmission required); (d) failed. In the event of an examiner awarding a fail grade, a second examiner, external to the University will be appointed. The written recommendation of examiners will be forwarded to the Course Co-ordinator for approval.

**HPM6007 SYNDICATE RESEARCH PROJECT (FULL-TIME)**

**HPM6008 SYNDICATE RESEARCH PROJECT (PART-TIME)**

**Campus** Footscray Park.
Prerequisite(s) Nil.
Content The Syndicate Research Project will provide an alternative to the individual minor thesis and will allow groups of two or three to work together on a research project. A Syndicate Group will report on jointly conducted research which demonstrates the groups ability to clearly define a problem, to undertake a detailed literature search and review the relevant theoretical and practical notions on the research topic area. Adequate data selection, collection and analysis skills should also be demonstrated. The paper should demonstrate high level written communication skills. The topic which is chosen should allow the group to develop a methodology and to apply it to an appropriate problem or situation. The group will normally be supervised by a member of academic staff of the School who will be the Principal Supervisor. A Secondary Supervisor, external to the School, may be appointed.

**HPR0001 INTRODUCTION TO RESEARCH DESIGN AND METHODS**

**Campus** Footscray Park, St Albans, City Flinders Lane, Distance Education

**Prerequisite(s)** Nil.

**Content** The content of this subject will provide an introduction to research methods and design for the social sciences. This will include a review of the scientific methods and ways of knowing, quantitative and qualitative paradigms, questionnaire design and evaluation, validity and reliability of research designs, ethical issues and evaluation of the research design of published papers. The subject will also include an introduction to sampling and methods of data collection and analysis for quantitative and qualitative research. The study of quantitative methods will focus on experimental, correlational and survey designs and of the corresponding methods of data analyses including descriptive and inferential statistics, correlation and regression and hypothesis testing. The qualitative research designs to be studied in some detail will be drawn from case study, ethnography, grounded theory, phenomenology, historical research, philosophical research and action research. The role of the researcher in collecting qualitative data will be discussed along with methods of analysing qualitative data.


**HPR8000 RESEARCH THESIS (FULL-TIME)**

**HPR8100 RESEARCH THESIS (ARTS BASED)**

**HPR8200 RESEARCH THESIS (SCIENCE BASED)**

**HPR8300 RESEARCH THESIS (PART-TIME)**

**HPR8410 RESEARCH THESIS (ARTS BASED)**

**HPR8510 RESEARCH THESIS (SCIENCE BASED)**

**Subject Hours**

- **HPR8000**: Nineteen hours per week for one semester; **HPR8008**: Syndicate Research Project (part-time), nine and one half hours per week for two semesters.

**Assessment** The Syndicate Research Project will culminate in a paper of normally between 25,000–30,000 words if there are two group members and normally between 30,000 and 35,000 words if there are three group members. Examination of the syndicate research project will be conducted by an examiner with expertise and/or associated experience in the research field who will be appointed by the Course Co-ordinator on the advice of the Recreation Graduate Course Committee. The supervisor(s) of the research program will not be eligible to perform the examination role. The examiners will assess the project and recommend to the Course Co-ordinator one of the following options: (a) passed and graded according to the postgraduate grading system; (b) passed, subject to minor amendments and graded in accordance with the postgraduate grading system; (c) deferred (major revision and resubmission required); (d) failed. In the event of an examiner awarding a fail grade, a second examiner external to the University will be appointed. The written recommendation of examiners will be forwarded to the Course Co-ordinator who will convene a meeting of the Recreation Graduate Courses Committee to approve the recommendation.

**Campus** Footscray Park, St Albans, City Flinders Lane, Distance Education

**Prerequisite(s)** Nil.

**Content** The content of this subject will provide an introduction to research methods and design for the social sciences. This will include a review of the scientific methods and ways of knowing, quantitative and qualitative paradigms, questionnaire design and evaluation, validity and reliability of research designs, ethical issues and evaluation of the research design of published papers. The subject will also include an introduction to sampling and methods of data collection and analysis for quantitative and qualitative research. The study of quantitative methods will focus on experimental, correlational and survey designs and of the corresponding methods of data analyses including descriptive and inferential statistics, correlation and regression and hypothesis testing. The qualitative research designs to be studied in some detail will be drawn from case study, ethnography, grounded theory, phenomenology, historical research, philosophical research and action research. The role of the researcher in collecting qualitative data will be discussed along with methods of analysing qualitative data.

results and conclusions from the study elaborated; and an extended
discussion presented. Students may be required to undertake some
lecture courses, as specified at the time of commencement.

Required Reading To be advised by supervisor.

Subject Hours Independent research in addition to regular
meetings with the student supervisors.

Assessment The thesis will normally be assessed by at least two
expert examiners from an appropriate area of expertise.

HPS3101 SPORT AND RECREATION MANAGEMENT
BUSINESS CONTEXT

Campus City Flinders/Footscray Park/Offshore

Prerequisite(s) Nil.

Content Contemporary changes in management and business in
recreation and sport; Management and business practice and its
relationship to sport and recreation delivery; Structure of sport
and recreation organisations; Governance of sport and recreation
organisations; Sport and recreation organisations and their
environments; Mission, goals and objectives development in sport
and recreation; Management process and organisational
performance; Conflict, power and politics in organisational
management; Managing staff teams and development of culture,
leadership, facilitation, coaching and motivation in sport and
recreation organisations; Learning organisation, processes and
tactics; Total quality management – principles, processes and
tactics; Contemporary changes in sport and recreation organisations;
Management and business monitoring and evaluation.


Recommended Reading American Psychological Association.
(1994). Publication manual of the American Psychological Association,
teams – Why They succeed or fail. Oxford UK: Butterworth-
Implementing total quality. New Jersey: Prentice-Hall. Henderson,
balanced scorecard – Translating strategy into action. Boston, Mass.:
systems. London: Kogan Page. Mulkii, S., Hampton, D., and
model for understanding and managing ethical behaviour in business
organisation, managing business ethics. J. Drummond and B. Bain
Torkildsen’s guides to leisure management. London: Longman.
therapeutic recreation services. Virginia: NRPA, Arlington.

Subject Hours The equivalent of 3 hours per week over one
semester organised according to the teaching mode used.

Assessment Theory review (20%); case study analysis (40%);
organisation management/business study (40%). All components
of assessment must be satisfactorily completed.

HPS3102 SPORT AND RECREATION STRATEGIC
MARKETING

Campus City Flinders/Footscray Park/Offshore

Prerequisite(s) Nil.

Content The content of the subject will review marketing
categories and apply them to a range of applied sport and/or
recreation industry settings. The subject will include: Traditional
approaches to marketing in sport and/or recreation; Components
of traditional marketing systems in sport and/or recreation;
Identifying market opportunities and consumer
behaviour; Quality and customer service in marketing systems;
Relationship marketing; Marketing plans focusing on the efforts;
Managing the marketing functions; Promotion and sponsorship;
Marketing strategies; Niche marketing; Multi-media marketing.

fans: A revolutionary approach to customer service. Melbourne:
Fundamentals of sport marketing. West Virginia: Fitness Information
Strategic sport marketing. Melbourne: Allen and Unwin. Morgan, M.

services. Melbourne: Heinemann Professional Publishing, Brooks,
more with less in the delivery of recreation and parks services: A book of case
behaviour - Implications for marketing strategy. Sydney: Irwin (First
management - Analysis, planning, implementation and control, 8th
Australian leisure. Melbourne: Addison Wesley Longman. Mullins,
Dubuque, IO: Brown and Benchmark Journals. Sports Marketing

Subject Hours The equivalent of 3 hours per week over one
semester organised according to the teaching mode used.

Assessment Theory review (25%); case study analysis and
presentation (35%); sport or recreation strategic marketing plan
(40%). All components of assessment must be satisfactorily completed.

HPS3103 SPORT AND RECREATION RESOURCE
MANAGEMENT

Campus City Flinders/Footscray Park/Offshore

Prerequisite(s) Nil.

Content Human resource planning and corporate/business
planning. Human resource management issues pertinent to the
fields of sport and recreation industries; Introduce a brief focus on
human resource management and an employer’s legal obligations;
Personnel strategies applicable to organisational behaviour in the
fields of sport and recreation industries.

resources management, UK: Golf Publishing.

Recommended Reading Belbin, R. (1993). Management teams –

**Subject Hours** The equivalent of 3 hours per week over one semester organised according to the teaching mode used.

**Assessment** Individual presentation (25%); theoretical review (25%); industry based report (50%). All components of assessment must be satisfactorily completed.

**HPS504 SPORT AND RECREATION PLANNING**

**Campus** City Flinders/Footscray Park/Offshore

**Prerequisite(s)** Nil

**Content** Strategic planning and policy approaches in the corporate, public and natural resources sectors; Current policy developments as they relate to the sport and recreation industry; Policy guidelines in the development of sport and recreation, sports field, community recreation programmes, services and facilities; Planning tools to be utilised for the development of sport and recreation plans; Planning model and processes within sport and recreation settings; Strategic approaches to evaluation; Industry issues affecting the implementation of sport and recreation policies and plans.

**Required Reading** Contemporary articles, web material and excerpts from relevant texts will be identified and explored during class sessions.


**Subject Hours** The equivalent of 3 hours per week over one semester organised according to the teaching mode used.

**Assessment** Theory review (20%); case study analysis and/or presentation (40%); individual planning and policy development project (40%). All components of assessment must be satisfactorily completed.

**HPS5201 SPORT AND RECREATION INDUSTRY**

**Campus** City Flinders/Footscray Park/Offshore

**Prerequisite(s)** Nil

**Content** Globalisation in sport and recreation; Media in sport and recreation; National, state, local and voluntary sport and recreation organisations; Commercialisation in sport and recreation; Technological change effecting participation, access, equity and ethical issues.


**Subject Hours** The equivalent of 3 hours per week over one semester organised according to the teaching mode used.

**Assessment** Seminar Papers (30%); case studies (30%); research paper (40%). All components of assessment must be satisfactorily completed.

**SBM5125 HUMAN BIOSCIENCE FOR ACUPUNCTURISTS**

**Campus** City Flinders.

**Prerequisite(s)** Nil

This subject consists of two units: Unit A: Anatomy for Acupuncturists, and Unit B: Clinical Features of Disease.

**Unit A: Anatomy for Acupuncturists**

**Content** The musculo-skeletal system: bone structure organisation of the axial and appendicular skeleton; joints; muscular system; principal skeletal muscles; muscles and movement; Anatomical substrutures that are located under major acupuncture points.


**Unit B: Clinical Features of Disease**

**Staffing Note** Staff will include a medical practitioner registered to practice in Australia.

**Content** Aetiology, pathogenesis, morphology and clinical manifestation of disease processes occurring in the organ systems, with emphasis on the clinical manifestations and differentiation of symptoms rather than on detailed pathological changes; main pathology tests used for organ systems; demonstration of simple diagnostic techniques that will cover the following areas: practicum and demonstration – use of stethoscope, sphygmomanometer; differentiation of DVT pain and other pain; palpation of internal organs; urine testing with dip-stick; use of ophthalmoscope and audiometer; visual inspection of the throat; inspection of skin lesions for neoplastic change; looking at blood film; looking at plain X-rays and computerised tomography (CAT) scans.


**Subject Hours** Four hours per week for one semester.
SFB5115 CLINICAL PHARMACOLOGY & PATHOLOGY FOR CHINESE HERBAL MEDICINE

Campus St Albans &/or City.

Prerequisite(s) Nil.

Content Clinical Pharmacology: This subject provides students with the opportunity to develop an understanding of the principles underlying the actions and interactions of drugs, poisons and xenobiotics relating to the use of Herbal Medicine. The subject will provide an overview of the scope of pharmacology and toxicology with particular emphasis on the interrelationships between herbs and drugs. Topics addressed will include concentration response relationships, adsorption of drugs and xenobiotics, and drug and xenobiotic distribution. The metabolism of xenobiotics including roles in drug elimination, detoxification, production of toxic and mutagenic intermediates, excretion, pharmacokinetics, and clinical aspects will also be addressed. Clinical Features For Disease: Aetiology, pathogenesis, morphology and clinical manifestation of disease processes occurring in the organ systems, with emphasis on the clinical manifestations and differentiation of symptoms rather than on detailed pathologic changes; Main pathology tests used for organ systems; Demonstration of simple diagnostic techniques that will cover the following areas. Pacticum and demonstration: use of stethoscope, sphygmomanometer; differentiation of DVT pain and other pain; palpitation of internal organs; urine testing with dipstick; use of ophthalmoscope and audiometer; visual inspection of the throat; inspection of skin lesions for neoplastic change; looking at blood film; looking at X-rays and computerised tomography (CAT) scans.


Subject Hours Clinical Pharmacology: The equivalent of 2 (two) hours per week for one semester comprising lectures and tutorials. Clinical Features For Disease: The equivalent of two hours per week for one semester comprising lectures and tutorials.

Assessment Unit A Assignment and laboratory reports, 40%; unit examination, 60%. Unit B Class tests of practical skills, assignments and threshold tasks, 60%; unit examination, 40%.

Assessment Clinical Pharmacology: One 2 hour examination (50%); one written assignment of 2000 words (50%). Clinical Features For Disease: Class tests of practical skills, assignments and threshold tasks (60%); end of semester exam to assess understanding of diagnostic methods and required knowledge (40%).
Victoria University recognises that valuable learning takes place outside the university through:

- study towards formally recognised qualifications (either fully or partially completed) such as a degree, diploma, or certificate (this is referred to as credentialled study);
- short courses, offered by professional bodies, voluntary associations, workplaces, trade unions, government agencies and/or community groups, that do not lead to formal qualifications (or non-credentialled learning);
- work experience; and
- life experience.

Students are encouraged to think broadly about their experiences. In addition to providing entry into a course, students’ prior learning may enable them to be granted exemptions/credits for subjects within that course.

Victoria University of Technology has established the following processes (see diagram below) to facilitate the recognition of learning achieved outside the University.

By recognising students’ past experiences and achievements, the University ensures that students do not have to repeat the skills and knowledge they have already achieved.

In this way students are able to shorten the length of their course, saving time and money. They study at the appropriate level, are encouraged to continue their education, and achieve their educational goals with maximum efficiency.
Pathways

Standardised pathways are formally approved links between courses in different sectors or within the same sector. They may move from:
- secondary schools to TAFE
- TAFE to TAFE
- TAFE to higher education
- higher education to TAFE
- higher education to higher education
- workplace to TAFE or higher education
- private training organisation to TAFE or higher education.

These pathways may involve:
- Credit/exemptions – for example students who have completed the Advanced Diploma of Business (Accounting) will receive credit for twelve subjects in the Bachelor of Business (Accounting), if they gain entry into that degree course;
- Entry only – for example students who have successfully completed Science for Nurses (Gateway to Nursing and the Health Sciences) automatically gain entry into the Certificate IV in Health (Nursing).

Pathways may also link courses in the same or different disciplines.

Students who meet the conditions specified in the pathway will be automatically granted the benefits specified in the pathways (entry or credit).

Students who have not completed their initial course may still obtain credit in recognition of the subjects/modules successfully completed.

‘Articulation’ describe the links or pathways between courses. Students who take advantage of pathways are sometimes called articulating students.

Victoria University is widely recognised as a national leader in developing credit transfer arrangements for students, particularly between the TAFE and higher education sectors.

Applications

Students should provide details of any prior study when they:
- apply to enter a course;
- are interviewed in the Centre for Commencing Students; or
- enrol.

Students eligible for entry or credit on the basis of a formally approved pathway will be identified at the time of enrolment. Any credit may be granted at the time of enrolment.

Credit Transfer

Where there are no formally approved pathways, applications for credit on the basis of prior credentialled study will be considered on a case by case basis.

Applications

Students applying for Credit Transfer should approach their Faculty or Department Office for further information and an application form. Forms are also available from the Centre for Commencing Students and Student Administration. It is advisable for students to discuss their applications with their teacher/lecturer before submission.

The University will endeavour to process credit transfer applications as soon as possible. Processing time depends on the complexity of the application but should take no more than two weeks.

Articulation and Credit Transfer Policy

The University has an Undergraduate Articulation and Credit Transfer policy that is being revised at this time. The essence of the policy is that the University will consider granting the highest level of credit consistent with a student’s previous studies and their chance of success in a course of study.

Recognition of Prior Learning (RPL)

Recognition of Prior Learning (RPL) is an assessment process whereby the learning that students have achieved through non-credentialled study and life/work experience is matched against the learning which would be covered in specific subjects/modules/competencies.

Applications

Students who believe that they are eligible for RPL are advised to begin the application as soon as they are enrolled. Students applying for RPL should approach their Faculty or Department Office for further information and an application form. Forms are also available from the Centre for Commencing Students and Student Administration. It is advisable for students to discuss their application with their teacher/lecturer before it is submitted.

The University will endeavour to process RPL applications as soon as possible. Processing time depends on the complexity of the application but should take no more than four weeks.

Fees

TAFE applicants will be notified of any fees when they collect their application form. In higher education there are no RPL application or assessment fees.

Notification

Applicants will receive in writing the results of their application for credit on the basis of a formal pathway, an individual credit transfer application, or RPL assessment.

Right of Appeal

Applicants who are either denied credit or who wish to challenge the amount of credit granted on the basis of a formal pathway, a credit transfer application, or RPL assessment may request further consideration. Such appeals must be lodged with the Faculty Office or the Department of Student Affairs within 10 working days of the date the notification letter was issued.

Faculty of Human Development

This section deals with TAFE to higher education and higher education to TAFE articulation for courses within the Faculty of Human Development at Victoria University of Technology and a range of related TAFE courses.

Selection Criteria for Articulating Students

The Faculty of Human Development at Victoria University of Technology welcomes applications from students who wish to enter courses through articulation pathways. When considering articulating students for selection, the Faculty of Human Development takes the following criteria into account:
RECOGNITION OF LEARNING

(a) academic merit – schools will consider completed or partly completed post-secondary qualifications (students are encouraged to complete these qualifications),

(b) an interview or audition (students seeking entry through documented pathways are not subject to these measures of academic merit);

(c) regionality (where courses are not unique to Victoria University of Technology, preference may be given to residents of the western suburbs); and

(d) relevant work and life experiences (students are encouraged to think broadly about their past experience and its possible relevance to the course for which they are applying).

How to apply for courses
Prospective articulating students already enrolled at Victoria University of Technology who wish to apply for an undergraduate course offered by the Faculty of Human Development will need to complete and submit a Course Transfer Application form by 28 September 2001.

Prospective articulating students from other post-secondary institutions who wish to apply for all undergraduate courses offered by the Faculty of Human Development will need to complete an application through the Victorian Tertiary Admissions Centre (VTAC) by 28 September 2001.

Prospective articulating students for TAFE courses need to submit an application directly to the TAFE Division of the University.

Admission, Enrolment and Academic Procedures and Regulations

Admission and Selection

The University is committed to achieving access, equity and excellence in tertiary education. Accordingly the University has adopted flexible admission and selection policies that take account of the wide range of educational backgrounds and experience of prospective students.

General

The primary objective of the University’s admission and selection policies is to ensure that students selected for admission to courses are capable of successfully completing the course in which they are to be offered a place. In considering students for admission there shall be no discrimination on the grounds of gender, sexual preference, marital status, pregnancy, race, political beliefs, religion, physical attributes, socio-economic status, language or age.

The University has, however, developed targeted programs designed to ensure a broader representation of students from currently under-represented groups in tertiary education (e.g. women, Aborigines and Torres Strait Islanders).

Admission to the University is conducted within a framework of minimum entry requirements coupled with selection criteria that relate to the demands that each course will place upon students. In addition, the University has a policy of giving special consideration to applicants who live in the western metropolitan region of Melbourne for courses that are not unique to the University.

The selection criteria for each course are reviewed each year and are finally determined annually by the Council of the University on the recommendation of the Academic Board or the Board of Technical and Further Education as appropriate. The selection criteria for each course, including specific prerequisites for admission, are included with the detailed descriptions of each course which appear in the relevant Faculty and TAFE Handbooks. Generally, selection is based on academic merit and by the selection authority’s assessment of the relative likelihood of applicants to successfully complete the course to which they have applied for admission. The main criterion for selection to Degree and Diploma courses is the applicant’s performance in Year 12 studies unless other factors are relevant.

Such other factors may include:
• the results of any interviews, auditions, tests or other assessment procedures determined by the particular course selection authorities;
• any illness, or serious hardship as a result of which, in the opinion of the selection authorities, the studies or performance of an applicant have been adversely affected;
• the presentation and depth of relevant supporting material as determined by the particular course selection authorities;
• the life experiences of the applicant; and
• previous study at tertiary level.

Intending applicants for places in University courses can obtain more detailed information about selection criteria and selection procedures for individual courses by contacting the relevant Faculty, School or Department, or the Centre for Commencing Students.

Personalised Access at Victoria University

The University personalises the application, admission and selection process for places in Government-funded courses in TAFE or Higher Education for all Australian residents who:
• have satisfactorily completed the VCE or its equivalent; or
• are 21 years or over on 1 January of the year for which they seek admission (or for entry to TAFE courses only, anyone over 16).

The University offers applicants a place in the course that best matches their wishes and study potential assessed by the University with the courses and places available. There is high demand for many courses, for which selection remains competitive.

Student Compact

When entering the University through Personalised Access, prospective students participate in an interview with an Academic Field of Study Adviser, at which time their career and study goals are discussed. If entry to the chosen course is not possible, an appropriate study pathway will be identified. This will lead students to their preferred course of study, provided all negotiated conditions as identified in the Student Compact are met. The Student Compact is a documented agreement between the student and the University that lists all negotiated conditions related to their chosen field of study.

The Student Compact will also identify the support services that the University can provide which has been recommended to the student during their interview. The Student Compact is available to all students of the University, and can be renegotiated at any time by the student or the University, to reflect the changing requirements of the student.

For further information about the Student Compact contact the Centre for Commencing Students phone: (03) 9688 4110.

Admission Requirements

Undergraduate Courses

Normal Entry

Any persons who have been granted the Victorian Certificate of Education or satisfactorily completed an equivalent Year 12 qualification recognised by the University (plus relevant course prerequisite studies) will be eligible to apply for admission to courses of the University leading to a higher education award or to a TAFE Diploma.

In general, therefore, applicants will be eligible for admission to higher education undergraduate and TAFE Diploma courses if they have:
• passed the VCE including the satisfactory completion of English Units 3 and 4 from 1992 onwards;
• passed four approved VCE (HSC) Group 1 subjects (including English) at one sitting prior to 1992;
• passed four approved Victorian Institute of Education, HSC, Group 1 subjects (including English) at one sitting since 1980;
• satisfied Victorian University Schools Examination Board or Victorian Institute of Education Year 12 requirements prior to 1980; or
• obtained an equivalent interstate or overseas qualification.

Entry requirements for admission to TAFE courses other than courses leading to a Diploma vary. Details of entry requirements are to be found in the TAFE Handbook.

In addition to meeting the entry requirements above, applicants may be required to satisfy other requirements specified by the Faculty/School conducting the course. Further information can be found on www.vu.edu.au/admissions

Special Entry

Applicants meeting the above requirements will be regarded as having satisfied the Normal Entry requirements. However, applicants wishing to undertake a University course who do not meet the Normal Entry requirements may still be eligible for admission under Special Entry (SE). Students admitted to a course under SE may be subject to special terms and conditions determined by the relevant Faculty or School. The three categories of Special Entry are as follows.

AGE AND EDUCATIONAL BACKGROUND

A person will be eligible for admission to any course within the University if, at 1 January of the intended year of entry, he or she is 21 years of age or over.

Any person who, at the date of their proposed admission to a TAFE course (other than a course for Diploma), is 18 years or older, will be eligible to apply for admission to any such course. Australian residents who meet these criteria are guaranteed a place in a Government-funded course if they apply via the University's Personalised Access Study scheme.

There is currently a high demand for many award courses, and a number of mature-age applicants do not receive an offer of a place in the course of their choice. Other factors taken into account in selection, in addition to work and life experience, include education level achieved, evidence of aptitude for study, time elapsed since study was attempted, and whether the applicant resides in the western metropolitan region of Melbourne.

Mature-age applicants should be aware of the study difficulties they might face in a tertiary course. The University conducts a number of programs generally of short duration, aimed to help improve communication skills, study skills and confidence. Mature-age applicants may not need to do a preparatory program, but should consider the following:
• It is assumed that students of award courses know how to study. Study involves many skills – taking notes, using a library, organising your time effectively, essay writing, and so on.
• If it has been a long time since you last attended classes, or if your previous study experience was not very successful or enjoyable, it may be helpful to develop some confidence in your abilities before you begin.
• Communication skills are very important for award course students, and this can mean speaking (for example, participation in class discussions) as well as writing. Some practice in this area may be beneficial.
• The real work of any award course usually begins straight away: sometimes on the very first day. You may need some time to ease yourself into being a student.

By undertaking preparation for study, you can pay attention to the factors outlined above in an environment that is designed to minimise the pressure on you. If you move straight into a tertiary
course, you might find that you are in fact trying to prepare yourself at the same time as trying to cope with the new material presented to you. This can result in failure to meet the required academic standard.

Courses conducted by the University to help you successfully return to study in an award course may include:

- **Access courses for women**
- **English for Further Study** – This course provides people of non-English-speaking background with the language and research/study skills necessary for study.
- **English as a Second Language (ESL)** - English as a second language classes are tailored to the needs of migrants who wish to improve their English for personal development, further study, or to improve their job prospects. Wherever possible, classes are tailored to suit the needs of the participants.
- **Basic Education Program** – The Basic Education program focuses on the development of students’ communication skills, through writing and reading exercises, spelling, basic grammar and punctuation.
- **Preparation for Tertiary Study** – A preparatory course with two streams designed to improve access to Arts or Science courses.
- **Gateway to Nursing** – A preparatory course that provides access to nursing courses.
- **VCE** – The Victorian Certificate of Education is available by full-time and part-time study.

For more information, contact Further Education and Employment Services on (03) 9284 7225.

**CONTINUING DIFFICULTIES DURING SCHOOLING**

A person will be eligible to apply for admission to any course within the University if his or her progress through secondary school was adversely affected by:

- economic hardship;
- illness;
- English language learning difficulties;
- family problems;
- geographical isolation; or
- disability.

This category does not apply to applicants whose difficulties occurred only during their last year of secondary studies. Such persons must use the Victorian Tertiary Admission Centre 'Form S' rather than applying directly to the University for Special Entry. Applicants wishing to apply on this basis should contact the relevant Faculty or the Centre for Commencing Students for further information.

It should also be noted that this category does not apply to all persons with a disability or chronic medical condition. It only applies to those who can demonstrate that their progress through school was adversely affected by a disability. Persons with a disability should approach the relevant Faculty, School or Department of the University to discuss any potential difficulties or hazards they may encounter in undertaking their proposed course. In these discussions any special needs of applicants can be considered and an indication given of the University’s capacity to meet those special needs. Applicants with a disability or chronic medical condition are invited to discuss specific needs or queries with the Disability Liaison Unit. Phone (03) 9688 4598.

**ABORIGINAL AND TORRES STRAIT ISLANDERS**

A person of Aboriginal or Torres Strait Islander descent is eligible to apply for admission to any course within the University and such applications will be assessed individually to determine the applicant’s suitability and potential for academic success. Further advice may be obtained by contacting the Koori Support and Development Unit on 9365 2113.

**Later Year Entry**

Both Normal Entry and Special Entry relate to admission to the University at the commencement of an undergraduate course. Persons who have already completed one or more years' relevant post-secondary studies may be eligible for Later Year Entry to the second or subsequent years of a course.

Persons applying for Later Year Entry will be required to meet all normal selection criteria for the course as well as demonstrate that their prior studies are relevant to the course for which they have applied. In making selection decisions, applicants’ level of performance in all of their previous tertiary enrolments may be taken into account. Persons selected for Later Year Entry may be admitted on condition they undertake bridging course work, or complete a specially modified course plan, or both.

**Deferred Entry (Commencing Students)**

Prospective students should contact the relevant Faculty or School to clarify the deferment policy. A person to whom an offer of admission to a course has been made by the University may apply to defer his or her enrolment for a period of up to one year. An application for deferred entry must be made in writing and lodged within seven days of the date upon which the offer of admission was sent. The application must be forwarded to the Dean of the appropriate Faculty or the Head of the appropriate School. A Dean or Head may grant an application for deferred entry with or without conditions. Applications for deferment from a TAFE course are not normally granted.

A person who has been granted deferred entry has a right to enrol in their course for the semester following the end of the period of their approved deferment, providing they attend a scheduled enrolment session.

**Postgraduate Courses**

**Normal Entry (PhD)**

**DOCTOR OF PHILOSOPHY**

To be eligible for admission a person must have:

- a masters degree; or
- a four-year bachelor degree with honours or honours degree with a superior performance at 1st Class or 2A honours level; or
- a three-year bachelor degree together with a graduate diploma that is an extension of the discipline contained in the undergraduate qualification and at a level considered to be equivalent to 1st Class or 2A honours, as determined by the Head; or
- been enrolled in a masters by research program and shown exceptional ability in the conduct of the first stages in a project and been approved for transfer into a PhD program by the Committee for Postgraduate Studies on the recommendation of the Head.

For admission to a PhD program a student must provide evidence acceptable to the Head of a capacity to undertake research in the discipline.

**MASTERS DEGREE**

To be eligible for admission applicants must have:

- qualified for a first degree of the University (or such other degree as the Department may deem equivalent for this purpose) at a standard considered by the Department to be sufficiently meritorious; or
- qualified for any other award judged by the Department to be of a relevant and appropriate standard; and
- produced evidence of professional experience through which they have developed their applied knowledge of the relevant field of study, and which satisfies the Department that they have the capacity to undertake study for the degree of master; and
• fulfilled any other conditions relating to prerequisite study which
  the Department may have imposed in respect of their admission
to candidature.

GRADUATE DIPLOMAS/GRADUATE CERTIFICATES
To be eligible for admission applicants must normally have
successfully completed a degree or diploma and may be required
to attend an interview/selection test.

Application for Admission

Centre for Commencing Students
The Centre for Commencing Students (CCS) provides a central
location for TAFE and undergraduate course information.
Information sessions are conducted in the evenings and on
weekends for prospective students which provide information
and advice about return to study or career options, application
procedures, and an overview of the University environment.

A resource room is provided where prospective students may
browse through brochures of the many courses offered by the
University. Advisers are always available to assist with enquiries,
provide course information, and offer advice to individuals,
schools and community groups. Group sessions can be arranged
for local and community groups by contacting the Community
Partnerships Officer at the Centre.

The Centre is located at Footscray Park Campus in Building C on
ground level (level 3) facing Ballarat Road (adjacent to the
pedestrian crossing). Contact the Centre for Commencing Students on telephone: (03) 9688 4110, fax: (03) 9688 4813 or
email: ces@vu.edu.au

Student Administration

The Recruitment and Student Success Branch and Enrolment
Management Branch both seek to provide an integrated and
professional service to students, staff, past students and
prospective students of the University.

The Branches maintain constant telephone and over-counter
contact with students by way of answering enquiries, advising on
University requirements, issuing course information and
providing services related to enrolment, certification and
graduation.

A range of services is provided to staff of the University,
including collation and cross checking of results, scheduling and
invigilation of examinations and provision of student data and
records services.

Staff within these branches work to facilitate the interaction of
staff and students in accordance with Higher Education and
TAFE administrative requirements, and to provide efficient
services to organisational units of the University.

The student administrative services provided by Recruitment and
Student Success include:

The Centre for Graduating Students and Education Abroad
provides the administrative services for all University course
awards, certificates and statements, all onshore and offshore
graduation ceremonies and student administration services for all
offshore campuses in both sectors.

Enrolment Management provides services in the following areas:

• Admissions and Orientation provides a comprehensive service
to prospective students including distribution of course
information, collection and processing of applications; and to
the University in the coordination of the admissions process,
procedures and information.

• Client Services and Information offers assistance with student
administration enquiries including enrolment and fees
information, cashier functions and switchboard services.

• Enrolment services entail the registration and administration of
enrolment amendment for students on all onshore campuses and
in both sectors, as well as Higher Education Contribution
Scheme administration and TAFE fees.

Undergraduate Courses

Normal Entry
Persons applying for entry to higher education undergraduate
courses (other than those listed below under Direct Application)
study either full-time or part-time must apply through the
Victorian Tertiary Admissions Centre.

While the VTAC Guide and application form are available from
newsagents, a convenient and comprehensive application service
is available from their web site: www.vtac.edu.au.

Persons applying through VTAC should note that the VTAC
rules, by which the University is bound, provide that no selection
authority shall take into account the preference for that course as
indicated by the applicant. This means that even if an applicant
has indicated a lower preference for the course concerned than
other applicants, there shall be no prejudice and each applicant
will be considered equally.

Prerequisites and Extra Requirements

Some higher education undergraduate courses have special
prerequisites for enrolment. Where this is the case, these
requirements are published two years in advance in the Victorian
Tertiary Education Requirements (this is published as a
supplement in the press) and for the following year in the VTAC
Guide to Undergraduate and TAFE Courses (available from

For some higher education undergraduate courses, the
application process requires applicants to complete a
Supplementary Information Form available from the relevant Faculty
Office, the Admissions Office or the University web site:
www.vu.edu.au. These courses are identified in the VTAC Guide.

Special Entry
Persons applying for admission to a University course under
Special Entry (except those applying for readmission) should
obtain an application form from the Centre for Commencing
Students. However, persons seeking Special Entry must also
apply to VTAC unless the course comes under the Direct
Applications category.

Readmission to the University

Students who are currently enrolled in an award course may
apply directly to the University for admission to another course
for the following semester. Students seeking readmission to the
University should contact the Faculty or School administering the
relevant course or Student Administration.

All other students who were previously enrolled at the University
but whose enrolment has lapsed, or who have been excluded
from their course because of unsatisfactory progress, may
reapply for admission to the same or another course in any
subsequent academic year. These students should apply using the
standard procedures for that course. Such applicants for
readmission to the University will have to meet the selection criteria applying to their intended course.

The selection process will take account of:
• the person's previous academic performance at the University and their commitment to complete the course; and
• whether the circumstances which led to the person's previous unsatisfactory progress or to their allowing their previous enrolment to lapse have changed or improved.

If selected for readmission such students will be subject to the course requirements in effect at the time of re-entry and may have special conditions attached to their re-admission.

Part-time Admission
Persons applying for admission on a part-time basis to Higher Education undergraduate courses and TAFE courses should follow the application procedures set out above. Where a form is to be lodged with the University as well as with VTAC, applicants should indicate their intention to study part-time on the form.

Postgraduate Courses
MASTERS BY COURSEWORK, GRADUATE CERTIFICATES AND GRADUATE DIPLOMAS

All persons seeking admission to postgraduate studies in the University (except for the Graduate Diploma of Education) must apply direct to the University.

Application forms for graduate certificates, graduate diplomas and masters by coursework are available from the Student Administration Admissions Office at the St Albans Campus or Faculty offices on the campus where the course is offered.

DOCTOR OF BUSINESS ADMINISTRATION
Prospective students should contact the Faculty of Business and Law office at either the Footscray or City campuses for application details.

DOCTOR OF PHILOSOPHY AND MASTERS DEGREES BY RESEARCH

Those persons interested in pursuing a research degree are advised to contact the Postgraduate Studies Officer in the Faculty or Department in which they wish to study to discuss research interests and to determine the availability of suitable supervisors and facilities relevant to the proposed research.

Once the Department has confirmed that the applicant is eligible to enrol, an Application for Enrolment Form must be completed and lodged along with the necessary enrolment forms at Student Administration.

Direct Applications

All direct applications for admission to award courses must be on appropriate University application forms, available from the University. Telephone (03) 9365 2286 for details or via www.vu.edu.au/admissions.

Closing Dates for Applications

Applicants lodging direct applications should contact the relevant Faculty or School for closing dates. Direct applicants should note that the selection process will be facilitated by lodging application forms at the earliest possible date, with the required accompanying documentation attached.

Applicants who wish to study TAFE courses part-time must apply direct to the University using an application form available from the Admissions Office.

Selection Procedures

Applicants may be required to complete a literacy and/or numeracy exercise as part of the selection procedure and be given the opportunity to attend an interview as part of the selection procedure.

Documentation

Direct applicants currently attempting Year 11 or Year 12 subjects should lodge their applications by the due date and then send a copy of their results when they become available. Other applicants who have attempted Year 11/12 should attach a certified copy of certificates.

All persons seeking admission to a course leading to one of the above awards who did not complete VCE in 2000 must support their application with documentary evidence proving they have the educational qualifications referred to in their application. All documents should be in the form of certified copies and if documents are in a language other than English, officially certified translations together with certified copies of original documents are required. The University will retain all such evidence. Original documents should never be sent but must be available on request and may be required at a later stage of the selection process (e.g. during interview).

The purpose of Course Variation by Special Approval is to avoid documentation

COURSE VARIATION BY SPECIAL APPROVAL

In cases where credit for units/subjects of a student's course is not appropriate, the Dean of the Faculty or Head of the School or Department responsible for the student's course may grant a variation to course requirements by special approval. A course variation substitutes alternative subjects of similar content and duration for subjects normally required within a student's course.

The purpose of Course Variation by Special Approval is to avoid repeating curriculum material where it is deemed that a student will not gain substantial educational benefit from one or more of the normal requirements of the course, but where the student does not meet all the criteria for subject exemption.

Application Procedure

Applicants for admission to courses at Victoria University should indicate on their application form if they wish to apply for credit. Applicants applying for credits are also encouraged to complete an Application for Credit Transfer Form. All such applications must
be lodged before the end of the second week of the relevant semester.

Processing of applications for subject credit may take several weeks. This process will be facilitated by the applicant providing all relevant information when lodging an application.

The following documents must be included in an application:
- a completed Application for Credit Transfer Form. This form is available from Student Administration or the relevant Faculty;
- a copy of the applicant's academic record from the previous institution(s);
- where available, a description of the subjects as published in the Handbook of the applicant's previous institution, e.g. if applying for an exemption in Economics 1 at Victoria University on the basis of a pass in Economics at Monash University in 1998, the applicant should attach a copy of the subject description of the unit from the 1998 Monash University Handbook; and
- any other material that applicants wish to submit in support of their application.

Time Lapse Between Studies

Normally, credits for studies in a previous course of study will not be considered if studies were undertaken more than 10 years prior to the application. Courses linked to fields in which there is rapid change in technology and/or knowledge may set a maximum time limit of less than ten years. In cases where it can be demonstrated that relevant skills have been maintained and, where appropriate, updated, the above time limit restrictions may be waived by the appropriate Dean or TAFE Deputy Director on the recommendation of the appropriate Head of School or Department.

Enrolment

Enrolment enquiries should be directed to Student.Admin@vu.edu.au or to any Student Administration office on campus.

Enrolment for Assessment

A candidate becomes eligible for assessment in a subject only when enrolled in that subject. Candidates will be considered as having entered for assessment in all subjects for which they have enrolled.

A student will be deemed to have enrolled for assessment in a subject unless such enrolment has been formally withdrawn by the specified date. Application for timely subject withdrawals must be made on the appropriate University form. Total withdrawal from a course of study must be approved by the Faculty, School or Department responsible for administration of the student's course by the specified date.

All defined fee payments must be completed before any enrolment or assessment is validated and/or confirmed by the University. The enrolment of those students who do not complete payment within the required timeframe will be cancelled. Students are notified of an enrolment cancellation by mail. A student will only be reinstated to the course where authorisation from the Faculty or TAFE School's Administration office has been obtained, a reinstatement fee and all outstanding fees have been paid.

When students enrol at the commencement of the academic year, a provisional enrolment for Semester Two is registered. It is important to note that the Faculty or TAFE School administering each course of study has the power to amend, restrict or cancel provisional semester enrolments.

Returning Students

Students who have been enrolled for the previous semester should comply with the re-enrolment requirements set down by the relevant Faculty, School or Department. Particular attention should be paid to University re-enrolment schedules.

Late Enrolment

Students must enrol in a course of study or for a subject during official enrolment periods. Where students are unable to attend the designated re-enrolment session, they should arrange for a proxy to enrol on their behalf. Students who do not comply with the enrolment and re-enrolment requirements, including the payment of relevant fees, will be required to pay late enrolment charges and where appropriate, reinstatement charges. Enrolment into a course of study or subject after the third week of a semester will only be permitted in exceptional circumstances and only with the approval of the relevant Head of School or Department, or nominee.

TAFE courses have various start week dates throughout the year. Variations should normally still occur within the first three weeks of the program.

Course Transfer

A student enrolled for a course of study wishing to transfer to a course of study in another Faculty, School or Department must apply for admission to the intended course of study on the appropriate form. Where this course transfer is approved, the student will be withdrawn from the previous course and enrolled into the new course.

Lapsed Enrolment

Past students of the University who are not on approved Leave of Absence (or deferment) from the University and who have not enrolled at the University for the previous semester, automatically forfeit their student place at the University and must re-apply for admission according to the procedure set down for new students.

How to Enrol

Proof of Qualifications

Admission and enrolment are conditional upon proof of stated qualifications. All claims of qualifications that have been obtained outside the University should be supported by appropriate documentary evidence, certified copies of which should accompany the application for admission. These copies will be retained by the University.

Approval of Course of Study

All courses of study (i.e. individual student's subject selection) must be approved by the Faculty, School or Department responsible for administration of the student's course before enrolment registration will be accepted by the University. Students should take particular note of the administrative arrangements for enrolment.

Enrolment Registration and Validation

An enrolment is registered by the University when it is appropriately approved and entered onto the University’s database by an authorised officer or by a student of the University in the case of self-enrolment. Registered enrolments are not validated until all requirements relating to verification of qualifications, payment of fees and acceptance of liability under the Higher Education Contribution Scheme are satisfied.
Enrolment Forms
Until student self-enrolment is fully implemented all students commencing or continuing studies at Victoria University must complete the relevant official enrolment and statistics form(s). These form(s) must be lodged for processing within two University working days from the date the form(s) is approved and signed by an authorised officer of the relevant School or Department. Failure to comply with this time limit may result in non-acceptance of the enrolment.

In asking for statistical information the University is conscious of the fact that some students are apprehensive about the uses to which the resulting statistics may be put. The University is compelled by law to supply some statistics – for example, it must supply statistics to the Bureau of Statistics. Statistics supplied to outside bodies will be in the form of aggregate figures only; the outside body concerned will be unable to identify any student by name. Only the Australian Taxation Office is supplied with the names, addresses, birth dates and HECS liability of relevant students of the University.

Confirmation of Enrolment
Confirmation of course and subject enrolment will be issued to higher education students each semester and to TAFE students, upon enrolment. Students should check their enrolment details carefully and notify Student Administration without delay of any errors or amendments using an Amendment Form.

Amendment forms are available from Student Administration, Faculty, TAFE School and/or Campus offices. They may be lodged at the Student Administration office at any campus.

Student Self-enrolment
The University is implementing a student self-enrolment system whereby students will enrol themselves in their course and subjects via a computer terminal. This self-enrolment system has been developed to determine the subjects into which a student may enrol and takes into account electives, majors, minors, streams and so on. This means that students are enrolled when they have selected their subjects through this method and paid their fees.

Student Identity Card
An identity card (ID) with your student number, photograph and signature will be issued to you at the time of your initial enrolment at the University. This card should be carried with you at all times, as you may be asked to produce it at any time.

Your card is required in the following instances:
• admission to examinations;
• re-enrolment;
• library services;
• computer centre services; and
• travel and other concessions.

Your ID number is a unique number and should be quoted on all correspondence with the University. Proof of identity is required prior to the issuing of your ID card. Cards can only be replaced by paying a fee to the Cashier and taking your receipt together with another form of photo identification to Student Administration.

In addition, University ID cards may be used to operate photocopying and access other services.

Complementary Enrolment
Students of Victoria University
Special arrangements can be negotiated whereby students studying toward a recognised higher education award may be given specific approval to undertake studies outside their awarding institution to count towards completion of course requirements. Such arrangements are termed ‘Complementary Enrolment’.

The Director Student Affairs or nominee may approve complementary enrolment, on the recommendation of the nominee of the Dean of the relevant faculty. Approval will not be given for more than one-half of a student’s course to be undertaken at another institution.

A student of the University who undertakes an approved complementary course is required on completion of the unit to provide Student Administration with a certificate of results from the host institution, whereupon, if appropriate, a ‘J’ result will be recorded to signify that the complementary studies have been satisfactorily completed.

Where the host institution administers a Higher Education Contribution Scheme liability in respect of a complementary enrolment that is approved by this University to count towards completion of a course, that part of the student’s subject enrolment at this University relating to the complementary studies will be exempt from HECS liability.

Students of Other Institutions
Students who have been admitted to higher education award courses at other tertiary institutions will, under certain circumstances, be permitted to undertake studies at the University to count towards completion of those courses. Admission of complementary students is subject to funding, timetabling and class size considerations, and requires the approval of the Head of School or Department responsible for teaching the subjects(s) concerned.

Students of other institutions wishing to apply for complementary enrolment should obtain written approval from the Director Student Affairs (or equivalent) at their home institution, verifying their enrolment status, indicating the nature of the studies to be undertaken, and certifying that the studies, if successfully completed, will count towards the award.

Students who have produced documentation required in accordance with the previous paragraph will be exempted from payment of the General Service Fee normally required upon enrolment at the University, on the basis that they have already paid such a fee elsewhere.

Complementary students will normally be required to accept liability under the Higher Education Contribution Scheme in respect of subjects undertaken at this University. However, students should not be required to accept liability more than once in respect of any particular component of enrolment.

Enrolment Amendment and Course Withdrawal
Higher Education Students
Students wishing to reduce their study load should complete an Application for Enrolment Amendment Form. Students should lodge the form at a Student Administration Office.

Students who withdraw from subjects before the census date do not incur a HECS liability for those subjects. Students who withdraw from subjects after the census date, but before the late withdrawal date, do incur a HECS liability but not an academic penalty for those subjects. Students who withdraw from subjects after the late amendment date incur a HECS and an ‘N2’ fail for the subject. Generally, students are not permitted to withdraw after the late withdrawal date.
Students wishing to totally withdraw from studies should complete an Application for Course Leave of Absence, Deferment or Withdrawal Form, obtain approval from the Faculty or Department responsible for administration of the course, and lodge the approved form at Student Administration. Withdrawal from subjects or courses will not automatically be permitted after 31 March in Semester 1 and 31 August in Semester 2.

If a student withdraws from enrolment at the University during the year without being granted leave of absence, it will be necessary to re-apply for admission to the course to recommence studies at any later stage. In such circumstances, re-admission is not automatic.

TAFE Students
TAFE students wishing to reduce their load or withdraw from studies should complete the appropriate form within four weeks of the course start date.

A Word of Warning
Do not leave things to the last minute. You may receive little sympathy if you approach staff during the examination period regarding a problem that has affected your enrolment status or hampered your performance throughout the semester.

If circumstances force you to 'drop' a subject, make sure you apply to withdraw from that subject at the earliest possible time and at least before the deadline specified by Student Administration. If you do not complete the assessment for a subject for which you are enrolled you will receive a ‘Fail’ grade in that subject even if you have not attended classes in that subject. You will also incur a HECS liability for the subject.

Conditional Enrolment
A student, whether a commencing or a continuing student, may be permitted to enrol subject to special conditions, provisions or requirements.

Conditional enrolment means that special requirements apply for that student in addition to the normal progression regulations of the course, for a specified period of time (whether that time is measured in terms of course stages or in terms of calendar time).

Where the University attaches conditions, and where these have been formally notified to the student, the continued or subsequent enrolment by that student serves to confirm acceptance of the specified conditions. It is customary, though not obligatory, for the University to ask the student to sign and date a statement that specifies all of the following:
• the period of time, measured either in calendar time or in terms of course stages, for which the special conditions will apply;
• that the normal progression regulations of the course will not apply to the student for the time specified above; and
• full details of the special conditions and provisions that will apply to the student during the time specified.

Conditions applicable to a student’s enrolment will normally be formulated at a meeting between the student and an authorised representative of the Faculty or School. A student may, if he or she wishes, take the proposed conditions away from the meeting to consider them further. However, where this occurs the University will not be bound by the proposed conditions unless students or potential students have notified the relevant University officer in writing within three working days of the meeting of their acceptance of the conditions.

Leave of Absence (Continuing Students)
Leave of absence, for periods of up to one year initially, may be granted by the Faculty or School responsible for the administration of a student’s award course. A student must submit an Application for Course Leave of Absence, Deferment or Withdrawal Form available from Student Administration or the relevant Faculty, School or Campus offices.

Undergraduate and Postgraduate Courses
A completed Application for Course Leave of Absence, Deferment or Withdrawal Form including a recommendation from the appropriate School or Department should be approved by the Faculty or School prior to the enrolment census date for the semester in which the leave is to commence. The Faculty or School will advise students in writing regarding the outcome of their application.

Where leave of absence is approved for Higher Education students after the relevant enrolment census date, students will remain liable for HECS contributions in respect of their enrolment in that semester.

Doctor of Philosophy and Masters by Research
Students should approach the Postgraduate Studies Unit, Footscray Park Campus for advice regarding application for leave of absence. Application forms can be obtained from the Unit or any Student Administration office.

Personal Details
Students who change their name, address or emergency contact should do this in writing by completing a Personal Data Amendment Form available from Student Administration.

Students requiring a change of name must produce documentary evidence (e.g. marriage certificate, statutory declaration) in addition to completing a Personal Data Amendment Form.

Fees and Charges
Fees enquries may be directed to Student.Fees@vu.edu.au or to any Student Administration office on campus.

Students are required to pay all the fees for which they have been assessed including the General Service Fee, Building Levy and TAFE tuition fees or accept HECS liability after lodging an enrolment form or during self-enrolment. Once payment is completed the University will validate the student's enrolment.

Enrolment for any semester is not valid until all relevant payments have been made.

General Service Fee
In addition to tuition costs, students are required to pay student service and amenities fees. These fees are paid to the University to fund a variety of non-academic and general services, activities and facilities of benefit to all students.

In 2002 the General Service Fee (GSF) for students other than full fee paying students will be:
• For enrolment in higher education subjects: $2.44 per 0.01 equivalent full-time student unit.
• For enrolment in technical and further education subjects: $0.338 per student contact hour.
• A building levy of $40 for enrolment at one or more of the University’s Australian campuses to a maximum of $40.00 per student.
Upon application, refunds (full or partial) will be granted on any
Higher Education Students
Reimbursement of Fees
In cases of hardship, students can contact Student Services staff
Exemptions
The amount of the refund payable will be determined according to the
date of lodgement of the Enrolment Amendment Form at Student Administration or other authorised office within the University.

- Before 31 March – full refund
- After 31 March but before 31 August – refund of second semester GSF paid only
- After 31 August – no refund is payable unless students can show there are special circumstances in their case.

A sum of $11.00 is retained from refunds of the General Service Fee and $5.00 from refunds of the building levy.

TAFE Students
TAFE fees will be refunded to students who withdraw from the course within four weeks of commencement in order to take up a place at another tertiary institution.

Students who withdraw from a course within four weeks of commencement of classes for other reasons will be entitled to a refund, minus the $56.50 minimum TAFE tuition fee.

When withdrawal of subjects takes place within four weeks of course commencement and results in a lower tuition fee, students will be entitled to a refund.

Higher Education Contribution Scheme (HECS)

HECS Liability - To Whom Does It Apply?
A student enrolled in an accredited, non-exempt higher education course at the census dates of 31 March for Semester 1, 31 August for Semester 2, and 15 January for Semester 3, will incur a HECS liability. The liability is determined according to the study load undertaken expressed as a proportion of the normal full-time load for each students year of course.

For details of HECS please refer to the booklet HECS—Your Questions Answered 2000 published by the Department of Education, Training and Youth Affairs. Copies are distributed at enrolment and are available from the Student Administration offices on each campus.

Up-Front Payment Option
The HECS legislation allows students to discharge their liability Up-Front and receive a 25% discount. Students selecting the Up-Front payment option at enrolment for a given semester must pay their full current semester HECS liability less 25% within seven days of the enrolment registration invoice being produced.

HECS Partial Up-front Payments
The Commonwealth Government has introduced a change to HECS procedures so as to allow students to make partial up-front payments. Students may make one payment of $500 or more towards their HECS liability for that semester and a 25% discount will apply to a partial up-front payment of $500 or more. The discount will work in the same way as the 25% discount for full-up-front payments. However, when a partial up-front payment is made, the remaining HECS contribution will be deferred through the taxation system.

Deferred Payment Option
Non-exempt Higher Education students who do not wish to pay HECS up-front upon enrolment must complete and sign a Payment Option Form selecting the Deferred Payment method.

Under the Deferred Payment Option students must, at enrolment, either:
- provide a valid tax file number; or
- not having a tax file number or not having access to their tax file number, apply to the Australian Taxation Office (ATO) for a Tax File Number and provide it to the University before the enrolment census date. Where the number is not made available to the student by the census date, the ATO will provide a Certificate of Application, which the University will accept in place of a Tax File Number.

Guidelines for Up-front Payment
Students who have made up-front payment and who then withdraw from part or all of their semester subject enrolment

Payment of fees is required by the date specified on the enrolment offer.
Students who are unable to complete payment of their fees on time should seek an extension of time from student financial aid counsellors.
TAFE tuition fees are levied in accordance with State Government Policy.

Note that the fees quoted for 2002 are subject to Council approval.

Exemptions
In cases of hardship, students can contact Student Services staff at your campus.

Reimbursement of Fees

Higher Education Students

Upon application, refunds (full or partial) will be granted on any of the following grounds:
- VCE Students, up to and including 338 SCH
- Traineeship & Apprenticeship Programs, up to and including 242 SCH
- Tuition fee concession students (AUSTUDY), up to and including 375 SCH
- Exemption from Tuition Fees students, up to and including 48 SCH
- Other students enrolled in Technical and Further Education courses, up to and including 720 SCH

For off campus enrolment in either higher education or technical and further education courses: $15 per student
An alumni association membership levy of $11.00 to a maximum of $44.00

Payment of fees is required by the date specified on the "Enrolment Offer.

Students should apply for a refund of fees on an Application for a Refund Form where they believe they are entitled to such a refund.

The amount of the refund payable will be determined according to the date of lodgement of the Enrolment Amendment Form at Student Administration or other authorised office within the University.

- Before 31 March – full refund
- After 31 March but before 31 August – refund of second semester GSF paid only
- After 31 August – no refund is payable unless students can show there are special circumstances in their case.

A sum of $11.00 is retained from refunds of the General Service Fee and $5.00 from refunds of the building levy.

A building levy of $20 for students in receipt of a youth allowance at the time of enrolment.

The following specified classes of students enrolled in TAFE courses are granted an exemption from the liability to pay that part of the GSF charge generated by any enrolment over the specified SCH’s:
- VCE Students, up to and including 338 SCH
- Traineeship & Apprenticeship Programs, up to and including 242 SCH
- Tuition fee concession students (AUSTUDY), up to and including 375 SCH
- Exemption from Tuition Fees students, up to and including 48 SCH
- Other students enrolled in Technical and Further Education courses, up to and including 720 SCH

For off campus enrolment in either higher education or technical and further education courses: $15 per student
An alumni association membership levy of $11.00 to a maximum of $44.00

Payment of fees is required by the date specified on the "Enrolment Offer.
Students who are unable to complete payment of their fees on time should seek an extension of time from student financial aid counsellors.
TAFE tuition fees are levied in accordance with State Government Policy.

Note that the fees quoted for 2002 are subject to Council approval.

Exemptions
In cases of hardship, students can contact Student Services staff at your campus.

Reimbursement of Fees

Higher Education Students

Upon application, refunds (full or partial) will be granted on any of the following grounds:
- a student withdraws from a course of study at the University by the census date;
- a student changes from full-time status to part-time status within a given semester by the census date;
- a student withdraws from study in an approved course for one semester before the deadline specified for that semester.

Refunds will be processed provided that the relevant enrolment amendment form or withdrawal form has been received and authorised by the census date.

Students should apply for a refund of fees on an Application for a Refund Form where they believe they are entitled to such a refund.

The amount of the refund payable will be determined according to the date of lodgement of the Enrolment Amendment Form at Student Administration or other authorised office within the University.

- Before 31 March – full refund
- After 31 March but before 31 August – refund of second semester GSF paid only
- After 31 August – no refund is payable unless students can show there are special circumstances in their case.

A sum of $11.00 is retained from refunds of the General Service Fee and $5.00 from refunds of the building levy.
before the relevant census date will normally be entitled to a proportional HECS refund.

HECS refunds will not generally be paid by the University until the enrolment confirmation period is ended—that is, before 30 April in Semester 1 or before 30 September in Semester 2.

Payment Options for New Zealand Citizens

New Zealand citizens who commenced their course of study on or after 1 January 1996 must pay their HECS contribution up-front without a discount. New Zealand citizens continuing a course of study which began before January 1996 must also pay their HECS contribution up-front without a discount, unless they have been a resident in Australia for a continuous period of more than two years.

Differential HECS Contributions for Commencing Students Only

Differential HECS contributions apply to students commencing a new course of study after 1 January 1997. The HECS liability for each unit depends on which of three bands the unit is classified.

Communication from the University to Higher Education Students on HECS Liability

The University will issue to each higher education student two documents about their HECS liability each semester, namely:

• An Enrolment Offer showing the student’s personal details, the subjects the student is enrolled for in the current semester, the Effective Full-Time Student Unit (EFTSU) value for each of these subjects, the aggregate EFTSU, the HECS liability amount and the up-front payment amount for the current semester. The form will be sent or given to Higher Education students before 15 March in Semester 1 and before 15 August in semester 2 and in early January for Summer School.

• A Taxation Invoice and Final Statement of HECS Liability will be sent to all Higher Education students early in April (for semester one) and mid-September (for semester two). This notice will show: the aggregate EFTSU enrolment as at the Census Date; the resulting semester HECS liability; the amount of HECS liability paid for the current semester; the amount of any HECS liability to be reported to the Australian Taxation Office; and where applicable, the amount of any refund due from the University.

• Students will have fourteen days from the date of issue of a ‘Final Statement of HECS Liability’ to lodge a written objection (giving reasons) at Student Administration. The only valid grounds for such an application are that the University has made an error in recording the students subject enrolment, in calculating the HECS liability, or in recording a HECS payment. Such applications for amendment will generally be considered before 1 May in semester one and before 1 October in semester two, and students will be formally advised of the outcome.

Tax File Numbers

Handling of Tax File Numbers by University Staff

Tax File numbers submitted by students or received from the Australian Taxation Office will be kept secure and confidential and no unauthorised person will be permitted access to this information.

Collection of Tax File Number Information by the University

If a student provides a Tax File Number that does not conform to the specifications provided by the Australian Taxation Office, the responsible University Officer has the authority not to accept or process the student’s enrolment.

If a student fails to provide a Tax File Number or a Certificate of Application from the Australian Taxation Office by the enrolment census date, then the responsible University Officer has the authority to terminate the student’s enrolment.

Postgraduate Education Loans Scheme (PELS)

The Postgraduate Education Loans Scheme is an interest free loans facility for fee-paying Postgraduate students undertaking non-research courses. It is similar to the deferred payment arrangements available under HECS.

Eligibility

You are eligible for a PELS loan if you are:

• Enrolled in a fee-paying postgraduate non-research course and,
• An Australian citizen or holder of an Australian permanent visa (who meets eligibility requirements)

Loan Available

You can borrow up to the limit of your tuition fees being charged for your course each semester. You will begin repaying your loan through the taxation system once your repayment income reaches the minimum threshold for compulsory repayment.

Further Information

The information booklet, PELS Your Questions Answered, published by the Department of Education, Training and Youth Affairs, contains more detailed information about the scheme. Copies are distributed at enrolment and are available from the Student Administration offices on each campus.

Further information is also available on the following website: www.hecs.gov.au/pels.htm or by calling PELS enquiry line on 1800 020 108

Assessment

All enrolled students are eligible for assessment in each of the subjects in which they are enrolled. In most subjects offered by the University there will be more than one assessment task or component of assessment during a semester.

The components of assessment for each subject will vary but may include attendance, examinations, tests, exercises, practical tasks, essays, assignments, articles, theses or other work.

More precise details of the assessment for each subject will be provided by the School or Department Examination Board for that subject not later than two weeks after commencement of teaching in the subject. These details will include:

• the nature of each component of assessment;
• the approximate length or extent of each of the components;
• the approximate due date for each component;
• the proportion of total marks assigned to each component; and
• the standard deduction of marks for late submission.

The Examination Board for each subject will consist usually of the Head of the relevant School or Department (as Chairperson) and the examiners for the subject. Usually there will only be one examiner for
Admission, Enrolment and Academic Procedures and Regulations

Each subject who will be one of the members of staff teaching the subject. The examiner(s) will be appointed by the end of the second week in each semester. The examiners may be assisted in correcting work by assistant markers appointed by the Chairperson of the Examination Board.

The University has adopted rules in relation to assessment and the supervision of assessment. These rules form Part 1 of the Schedule to a Statute of the University (Statute 6.3.1—Assessment). A copy can be obtained from the Head Legal and Policy Secretariat, telephone (03) 9688 4022. These rules are normally reproduced by Student Affairs and displayed alongside the final examination timetable.

Assessment is available only to students of the University

Students cannot have results for an examination in a subject in which they have not formally enrolled; check carefully your Enrolment Registration and HECS Liability Statements to ensure that your enrolment is correct in every detail.

Examination Timetable

The final examination timetable is posted on University noticeboards and web site www.vu.edu.au approximately four weeks before the examination period begins. It is your responsibility to check this timetable for any clash, and to refer any clash to the appropriate examinations officer in Student Administration on your campus.

You will not be given special consideration if you misread the examination timetable and miss an examination, nor will you be entitled to another examination.

No information about the examination timetable will be given by telephone.

Conduct of Examinations

Enquiries about examinations may be directed to examinations@vu.edu.au or to any Student Administration office on campus.

Examination sessions will normally commence at:

- 9.00am morning examination sessions
- 1.30pm afternoon examination sessions
- 6.00pm evening examination sessions

unless otherwise indicated on the published timetable.

Students will be admitted to the examination room at those times and given fifteen minutes at the commencement of the session for the purpose of reading the paper. Any variation of this practice will be notified to students in the printed timetable. As a rule, no writing or note-making is permitted in this reading time. A member of the academic or teaching staff will be present at the beginning of each examination in campus-based venues to answer any inquiries about the question paper.

Before entering the examination room, students must ascertain their seat numbers from lists posted on the University noticeboards and web site www.vu.edu.au. Lists are usually posted two days prior to the commencement of examinations. Any student who has not been allocated a seat number should report immediately to the Student Administration office before the commencement of the examination session.

No student may enter the examination room more than half an hour after the commencement of the session or leave the examination room until half an hour after the commencement of the session or during the last quarter of an hour of the session.

You may bring into the examination room: pens, ink, pencils, rulers, erasers and mathematical instruments (see below for use of calculators and electronic devices).

You may not bring into the examination room any book, paper or other material that has not been specifically authorised for use at that particular examination: if, during an examination, you are found to be in possession of such material, you will be reported as having breached examination rules and may face disciplinary action.

You are strongly advised not to bring to examinations any unnecessary clothing, papers, books, bags, handbags, wallets, folders, valuables or other personal items. You will not be permitted to bring into the examination room any bag, handbag, folder, pencil case, calculator case, mobile telephone, pager or similar item. You are warned of the possibility of theft. The University accepts no responsibility for loss of or damage to any item left outside of or brought into an examination room.

You must bring your student identity card to each of your examinations.

Further information about the conduct of the examinations is given in the Notice to Students published with the examination timetable and on the University’s web site: www.vu.edu.au.

Academic Misconduct

Students should note that the University regards academic misconduct as a very serious matter. Students found guilty of academic misconduct could be excluded from the University. The period of exclusion will vary depending on the circumstance of individual cases.

The following are some of the actions which have resulted in students being found guilty of academic misconduct:

- taking unauthorised materials into an examination;
- submitting work for assessment knowing it to be the work of another person;
- improperly obtaining prior knowledge of an examination paper and using that knowledge in the examination;
- disobeying any reasonable instruction of a supervisor;
- directly or indirectly assisting other students or accepting assistance from any person other than a supervisor.

Possible penalties if found guilty of academic misconduct are referred to in Statute 2.7 and include:

- a formal reprimand;
- forfeiture of the whole or part of any assessment in the subject to which the misconduct relates;
- the imposition of a fine of not more than $500;
- suspension or exclusion from the course in which the student is enrolled.

Special Consideration

Students may apply for special consideration if their work during a teaching period or examination or other assessment has been gravely affected by illness or other serious cause.

Application must be made no later than three days after the date of submission of the assessment for which special consideration is sought. Applications seeking an extension of time to complete a component of assessment should be made to the relevant School or Department. All other applications should be made to the Executive Officer of the Faculty concerned or the TAFE Executive Officer.

Where students have been prevented by illness or other cause from making application within the three-day period they can
make a late application setting out the reasons why the application could not be made earlier. A successful application for special consideration may result in the student being allowed to undertake supplementary or further assessment. Students will not be given special consideration for misreading the examination timetable.

**Students with Disabilities - Alternative Arrangements**

Students with a disability which puts them at a disadvantage in written examinations, should advise the Faculty or TAFE Executive Officer at least six weeks before the beginning of the examinations or immediately their disability is known to discuss alternative arrangements for examinations.

**Use of Linguistic Dictionaries**

Students may apply to use an English language dictionary in an examination during the first two years of enrolment in the University if:

- the student has arrived from a non-English-speaking country within the last five years;
- the student has regularly attended an approved program designed to improve their language skills.

These are general guidelines only and criteria may vary with individual subject assessment requirements. An Application to Use a Dictionary Form is available from Student Administration offices and must be presented together with a dictionary registered with Student Administration.

**Use of Electronic Linguistic Dictionaries**

The use of electronic linguistic dictionaries is not permitted.

**Use of Computers and Electronic Calculators**

Faculties, Schools and teaching Departments are responsible for determining which materials will be allowable for use in examinations. Students should refer to individual subject guides for details about the use of calculators and electronic devices. Generally, students will be allowed to bring into an examination room only pens, pencils and non-electronic mathematical instruments unless otherwise specified in the subject guide.

**Further Assessment**

Before the results of assessment for any component of assessment are published, the examiners may administer a further component of assessment to resolve any doubts as to whether a student has reached the required standards, or about the grade to be awarded to the student. This means it is vital that students ensure they can be easily contacted between the time a component of assessment is completed and results are published.

**Notification of Results**

The final results for any subject will not be officially notified to students before the completion of assessment in the subject and their formal publication. No information regarding results will be given by telephone. A further component of assessment – oral, written or practical – may be administered by the examiners in any subject at short notice and before the publication of results. Students should therefore ensure that they can be easily contacted until the publication of results.

**Review and Reports**

Students may apply to have an assessment of any work remarked or to be given a report on their assessed work. These applications may be subject to a fee. Applications must be made to the Chairperson of the relevant Examination Board within seven days of the day upon which the results of assessment were published or become available for collection. Students will be notified of the results of any review of their work.

**Subject Assessment and Grading**

Grades for Year 2001 are as follows.

**Division 1 – Grades For Assessed Subjects (including theses)**

**A: Grades for Honours subjects, theses and subjects taken in Postgraduate**

<table>
<thead>
<tr>
<th>Grade</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>H1</td>
<td>First Class Honours, 80–100%</td>
</tr>
<tr>
<td>H2A</td>
<td>Second Class Honours, Upper, 70–79%</td>
</tr>
<tr>
<td>H2B</td>
<td>Second Class Honours, Lower, 60–69%</td>
</tr>
<tr>
<td>H3</td>
<td>Third Class Honours, 50–59%</td>
</tr>
<tr>
<td>N</td>
<td>Fail, 0–49%</td>
</tr>
<tr>
<td>S</td>
<td>Ungraded Pass</td>
</tr>
</tbody>
</table>

**B: Grades for other subjects**

<table>
<thead>
<tr>
<th>Grade</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>HD</td>
<td>High Distinction, 80–100%</td>
</tr>
<tr>
<td>D</td>
<td>Distinction, 70–79%</td>
</tr>
<tr>
<td>C</td>
<td>Credit, 60–69%</td>
</tr>
<tr>
<td>P</td>
<td>Pass, 50–59%</td>
</tr>
<tr>
<td>N1</td>
<td>Fail, 40–49%</td>
</tr>
<tr>
<td>N2</td>
<td>Low Fail, 0–39%</td>
</tr>
<tr>
<td>S</td>
<td>Ungraded Pass*</td>
</tr>
<tr>
<td>U</td>
<td>Ungraded Fail</td>
</tr>
</tbody>
</table>

**C: Competency Based Grades (TAFE)**

<table>
<thead>
<tr>
<th>Code</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>CC</td>
<td>Achieved Outstanding Competency</td>
</tr>
<tr>
<td>CP</td>
<td>Achieved Competency – Highest Grade Awarded</td>
</tr>
<tr>
<td>PP</td>
<td>Achieved Competency</td>
</tr>
<tr>
<td>NN</td>
<td>Competency Not Achieved</td>
</tr>
</tbody>
</table>

**D: Codes For Incomplete Assessment**

<table>
<thead>
<tr>
<th>Code</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>X</td>
<td>Continuing Subject</td>
</tr>
<tr>
<td>L</td>
<td>Not yet Assessed – Special Cause**</td>
</tr>
<tr>
<td>RO</td>
<td>Result Outstanding</td>
</tr>
</tbody>
</table>

**NOTE:** *The grade ‘Recognition of Prior Learning’ also appears as ‘S’ Ungraded Pass.

**An L grade is required to be converted to a final result within one semester and prior to the commencement of the following academic year, otherwise the assessment automatically lapses to a fail – Higher Education subjects only.*

**E: Additional Codes**

<table>
<thead>
<tr>
<th>Code</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>SC</td>
<td>Satisfactory Completion of Class Hours</td>
</tr>
<tr>
<td>UC</td>
<td>Unsatisfactory Completion of Class Hours</td>
</tr>
</tbody>
</table>
The award of a Faculty Pass shall not be interpreted as a pass in the failed subject. The student must have gained sufficient marks in the subjects passed within the award to compensate for the shortfall of marks. The mark in the outstanding subject must not be less than N1. A Faculty Pass will not be awarded in respect of a subject that is a prerequisite for another subject.

Requirements for Granting of Awards
The policies set out below represent the basic rules relating to the granting of a University award. Additional rules or requirements set by the Faculty are included in the Faculty section of this Handbook.

Stage Completion
Some courses are formally divided into stages. These are identified in the details of courses.

Stage completion by compensation will only be granted to a student who, though not passing all individual subjects, has aggregated grades above pass level and at a standard appropriate for progression to the subsequent course stage. Stage completion by compensation is not a pass in the subject and might not be recognised by all appropriate professional bodies.

Faculty Pass (Higher Education Courses Only)
Faculty passes are only available to students who were enrolled in the University in 1991 and who have not since then discontinued their studies (other than by taking approved leave) or changed course. A Faculty Pass may be awarded to a student who has passed (at P grade or better), all but one of the units (subjects) required to complete their higher education course and qualify for the relevant award. The mark in the outstanding subject must not be less than N1. The student must have gained sufficient marks in the subjects passed within the award to compensate for the shortfall of marks in the failed subject.

Procedures for stage gradings in particular courses are as recommended by academic course departments or faculties and approved by the University.

Completed Courses - Maximum Advanced Standing
A student with a completed award must complete, at a minimum, the equivalent of at least one year's full-time study in order to qualify for any subsequent University qualification at a comparable level.

Maximum Time for the Completion of Awards
To be eligible for the award of a Degree, Diploma, Associate Diploma, Advanced Certificate or Certificate, a student is required to complete all course requirements within the course progression regulations within the University. maximum periods of time, unless such provision is specifically waived for that student by the University.

Graduate Certificate 3 years
Graduate Diploma 6 years
Undergraduate Degree of 3-year duration full-time 10 years
Undergraduate Degree of 4 years duration full-time 12 years
Graduate Diploma 6 years
Graduate Certificate 3 years

Where a student enters a University course by transfer from incomplete studies at another institution, that student must complete at least the final full-time year (or equivalent) of the course to qualify for the University award. This applies to all courses that are longer than one year of equivalent full-time study in duration.

This means, for example, that a student entering a three-year course having previously completed over two years of a comparable award at another institution can receive, at a maximum, two years’ advanced standing in the Victoria University course.

The policies set out below represent the basic rules relating to the granting of a University award. Additional rules or requirements set by the Faculty are included in the Faculty section of this Handbook.

Completed Courses - Maximum Advanced Standing
A student with a completed award must complete, at a minimum, the equivalent of at least one year's full-time study in order to qualify for any subsequent University qualification at a comparable level.

Maximum Time for the Completion of Awards
To be eligible for the award of a Degree, Diploma, Associate Diploma, Advanced Certificate or Certificate, a student is required to complete all course requirements within the course progression regulations within the University. maximum periods of time, unless such provision is specifically waived for that student by the University.

maximum completion times apply in the absence of any specific course requirements. For specific courses, shorter maximum time periods can be specified, and where this is the case, the shorter time limit will apply.

Note:

CE Joint Course/Complementary Enrolment (Result issued by other Institution)
WT Withdrew – Transferred
WN Withdrew – Failed
WD Withdrew – Without Academic Penalty
WL Withdrew – Late

Grade Definition
H1 First Class Honours
H2A Second Class Honours, Upper
H2B Second Class Honours, Lower
H3 Third Class Honours
P Pass
N Fail

Division 2 – Grades For Honours Years, Honours Degrees, Degrees with Honours and Degrees of Master, assessed as a whole

Maximum times for completion of awards are as follows:
• Certificate 5 years
• Advanced Certificate 5 years
• Associate Diploma 8 years
• Undergraduate Diploma 10 years
• Undergraduate Degree of 3-years duration full-time 10 years
• Undergraduate Degree of 4 years duration full-time 12 years
• Graduate Diploma 6 years
• Graduate Certificate 3 years

Including time taken to complete preliminary Advanced Certificate year where applicable.

The time periods are taken from the beginning of the first semester for which the student was enrolled in the course, until the completion of all course requirements, and may include time elapsed due to deferment, suspension or voluntary withdrawal from the course.

Note: The maximum completion times apply in the absence of specific course requirements. For specific courses, shorter maximum time periods can be specified, and where this is the case, the shorter time limit will apply.
Academic Progress

Unsatisfactory Progress

The demand for tertiary study places exceeds the number of places available. Every year a considerable number of applicants fail to gain entry to the University. It is assumed that every person selected into an award course has the capacity to succeed. However, if students do not progress satisfactorily, they will be asked to show cause as to why they should be permitted to continue in the course.

An important aim of the University is to assist its students to succeed. Therefore, students should make use of the free counselling services provided if they are encountering problems or difficulties that are affecting their studies. These difficulties could include problems in organising time, financial difficulties, personal problems or difficulties in writing and presenting assignments and essays.

On the recommendation of the relevant Faculty or School, the University may specify academic progression rules for each individual course. Students should carefully read the progression rules relating to their course of study as detailed in the relevant section of the Handbook or in course regulations.

A student who fails to make satisfactory progress in a course of study is liable for exclusion from that course. This applies where a student does not achieve a satisfactory performance on a component of assessment, fails to attend without good reason for the performance of a component of assessment, or does not perform a component of assessment. In these cases, the relevant Faculty, School or Department, after investigating the circumstances and allowing the student to be heard, either personally or through a representative, may notify the student in writing that he or she has made unsatisfactory progress in a subject.

In addition to notifying the student of unsatisfactory progress, the relevant Faculty or School may also notify the student that it intends to make a recommendation to the Academic Board or the Board of TAFE that the student be excluded or suspended from the course or only be allowed to continue under certain specified conditions. As a general policy, the following will form part of all award course progression regulations within the University.

Students may not:
- enrol in any sequential subject without having passed all prerequisite subjects; or
- enrol in any unit with a co-requisite subject without having either previously passed the co-requisite subject or enrolling simultaneously in the co-requisite subject.

In reaching its decision about what action should be recommended with respect to unsatisfactory progress by a student, the faculty or school may establish one or more committees to consider the circumstances and hear any submission that a student wishes to make.

After receiving a recommendation from a faculty or school, the Academic Board or the Board of TAFE, as appropriate, may exclude or suspend the student from a course.

Alternatively, the relevant Board may specify the conditions under which the student may continue in a course.

Special arrangements will apply to doctoral students and students undertaking masters degrees by research who should seek advice on those arrangements from their supervisors.

Any student who is notified of unsatisfactory progress should seek assistance from Student Services staff or the Student Union at the earliest opportunity.

Discipline

The University will act to protect good order and the rights of individuals within its confines. To this end, a formal process will be followed to deal with any alleged breach of discipline or misconduct.

The University operates within the provisions of a Statute dealing with discipline (Statute 4.1—Discipline). The full text of this Statute is printed in the Calendar.

Plagiarism

Paragraph 11(3)(d) of the Schedule to Statute 6.3.1—Assessment states that a student shall not, during or in connection with the performance of any component of assessment, submit, or represent the whole or part of published or unpublished material, written or prepared by some person or persons other than that student, as being the work of that student.

Any student committing a breach of this rule shall be guilty of a disciplinary offence and all further proceedings will be conducted in accordance with Statute 4.1—Discipline, and Statute 2.7—The Discipline Committee.

Procedures Relating to the Graduation of Students from Award Courses

This information relates to graduation from Certificate, Advanced Certificate, Associate Diploma, Diploma, Degree, Graduate Certificate, Graduate Diploma, Masters Degree and Doctoral award courses of the University.

Upon satisfying all the requirements of an award course a student is regarded as a graduand and is eligible to become a graduate. When you have completed or nearly completed a course you are required to submit an Application for an Award Form. Forms can be collected from and handed in at the Enrolment Management office at any campus of Victoria University or downloaded from the University Website.

Forms must be completed before the set closing date.

Graduation ceremonies in 2002 are scheduled as follows:
- 20 February 2002 Hong Kong
- 23 February 2002 Malaysia
- 26 February 2001 Singapore

Applications close 28 September 2001
22 to 26 April 2002: Application closing date is 21 December 2001.

A graduation fee and guest ticket charge applies if you decide to attend a graduation ceremony.

Academic Dress

The wearing of academic dress on ceremonial occasions is one of the traditions that is attached to universities. Victoria University has based its academic dress on the basic style of Oxford. It consists of a gown, a cap or bonnet, and a hood which represents the discipline of the degree.

Division of TAFE Certificants: A black gown and black cap.
Division of **TAFE Diplomates**: A black gown and black cap with a black stole faced with the colour tangerine.

**Bachelors**: A black gown and black cap with a black hood half lined with the discipline colour as follows:
- Ruby: Arts
- Ultramarine: Business or Business Administration
- Cherry: Education
- Silver Grey: Engineering
- Old Rose: Health Science
- Grape: Music
- Buff: Psychology
- Spectrum Green: Science or Applied Science
- Buttercup: Social Work

**Higher Education Diplomates** and **Certificants**: A black gown and black cap together with a black stole faced in the discipline colour.

**Masters**: A black gown and black cap with a black hood fully lined with the discipline colour.

**Doctorates**: A black bonnet with a gold cord and scarlet gown with a facing of the discipline colour and black hood fully lined in the discipline colour as follows:
- Adonis Blue: Doctor of Business
- Cherry: Doctor of Education
- Charcoal Grey: Doctor of Engineering
- Ruby: Doctor of Letters or Laws
- Sapphire: Doctor of Philosophy
- Old Gold: Doctor of Psychology
- Spectrum Green: Doctor of Science
- Sky Blue: Doctor of the University

**Credit Points**

The credit point system provides a uniform basis for establishing subject relativities and values within a course. The objectives of the credit point system are to:
- simplify and standardise the relativities and values within a course in relation to EFTSU and Higher Education Contribution Scheme (HECS) calculations;
- provide a uniform measure of total student workload across all higher education programs; and
- allow students to make informed judgements on their likely workload in subjects across various disciplines.

**What is a credit point value?**

The value of a credit point is determined by the total student effort involved in the completion of a subject and includes private study hours, tutorial or laboratory work, library and research work together with formal class contact hours. The credit point value of a subject reflects its academic weight and the total amount of effort relative to other subjects within a course. There is no link between credit points and contact hours.

**What type of credit point system?**

The University has introduced a standard course value system of credit points. This means that all courses within the higher education sector of the University will have the same number of credit points for each year of a course.

**How many credit points?**

The University has adopted a system of 120 credit points for each year of a course. Thus a three-year degree program will equal 360 credit points, a four-year degree 480 credit points and so on.

**How can I identify my enrolment load?**

<table>
<thead>
<tr>
<th>Credit Points</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>0–44</td>
<td>credit points per semester will equal a part-time load</td>
</tr>
<tr>
<td>45–60</td>
<td>credit points per semester will equal a full-time load</td>
</tr>
<tr>
<td>0–90</td>
<td>credit points per year will equal a part-time load</td>
</tr>
<tr>
<td>91–120</td>
<td>credit points per year will equal a full-time load</td>
</tr>
</tbody>
</table>

**EFTSU**

All universities are required to calculate individual student enrolment load per year of a course. The Department of Education, Training and Youth Affairs expresses the value of an enrolment load as a percentage of 1, which is considered to be the total value of a standard, full-time course load. This unit of measurement is referred to as an Equivalent Full-Time Student Unit or EFTSU.

For example, a part-time student may record an EFTSU value of 5, indicating that the load for which the student is enrolled carries a value equivalent to half the standard student load for that course.
Services Available to Students

Careers and Employment Service

The Careers and Employment Service provides an innovative range of services to students of Victoria University. These services include:

- Careers Counselling
- Careers Development Programs
- Graduate Employment Services
- Careers Resource Centre
- Online Careers Resources – Careers and Employment Service website: www.vu.edu.au/careers/

Careers Counselling

Careers counselling can help you make informed decisions about study/career paths, preparation for the job market and planning your career. To book an appointment with a Careers Counsellor contact the Careers and Employment Service at Footscray Park Campus on (03) 9688 4418 or St Albans Campus on (03) 9365 2390.

Student counsellors at all Victoria University campuses also offer Careers counselling. Appointments can be made by contacting either Student Services on your campus, or your campus student counsellor.

Careers Development Programs

The Careers and Employment Service provides a range of free career preparation workshops throughout the academic year which are designed to assist Victoria University students in their preparation for the job market. Workshops offered include:

- Preparing Professional Written Applications
- Interview Techniques & Preparation
- Creative Job Search Strategies.

Graduate Employment Services

The Careers and Employment Service provides students with access to a wide range of graduate employment opportunities covering a broad range of study areas and occupations. Major graduate employers such as BHP, Ericsson, Lend Lease, ANZ, KPMG, Southcorp, Unilever, Australian Public Service agencies, Mars, Holden and Ford, are just a small sample of the graduate recruiters who promote their graduate programs through the Careers and Employment Service at Victoria University.

Many of these employers begin their recruitment campaigns early in 1st semester. Consequently it is highly recommended that students begin their search for graduate employment at the beginning of their final year.

Graduate employment vacancies and notification of on-campus employer information sessions can be obtained through the Careers Newsletter, the GradJobs email list and via careers noticeboards which are strategically located across the University.

Careers Resource Centre

The Careers Resource Centre holds a variety of useful resources (print and video) to assist students in developing their knowledge about careers and preparation for the graduate job market.

Resources and information are available about:

- Graduate employers
- Occupations
- Professional associations
- International career and study opportunities
- Course directories for TAFE, undergraduate and postgraduate study
- Preparation for the job market (resumes, interviews, Job search).

The Careers Resource Centre is located at Student Services, Building M, Level 2, Footscray Park Campus. A large number of resources are also held in Student Services, Building 4, St Albans Campus, with smaller holdings on other Victoria University campuses.

Students can also email enquiries to careers@vu.edu.au (enquiries must include the student's name, course and student ID number).

Online Careers Resources

The Careers and Employment Service web site www.vu.edu.au/careers/ provides students with access to a broad range of online careers resources to assist in career exploration and preparation for the job market. There are over 1000 web links on the Careers and Employment Service web site, including links to:

- 400+ graduate employers
- 65+ professional associations
- 90+ overseas work and study opportunities

There is also an online suite of careers information brochures with a selection of articles to assist students in their career planning and preparation. Examples include:

- Developing Career Skills: An Action Plan For Students
- Why Join a Professional Association?
- Writing a Winning Job Application
- The Graduate Job Interview
- Job Interviews: Tips For Not Freaking Out
- Job Search Strategies for International Students

Final year students are advised to regularly check the Careers Newsletter and subscribe to the GradJobs email list via the Careers and Employment Service web site.

Children’s Services

Victoria University has Children's Centres located on five campuses – Footscray Nicholson, Footscray Park, Newport, St Albans (Jindi Woraback) and Werribee.

Each Centre provides educational programs that respond to the children's social, emotional, physical, cognitive and creative needs. Nutritious meals and snacks are provided for the children throughout the day. All of the University Children's Centres have been assessed as providing the highest level of care by the National Childcare Accreditation Council.
The Footscray Park, Newport and Werribee campus Children's Centres and Jindi Woraback provide a funded and integrated preschool program with a qualified Early Childhood (Kindergarten) teacher.

Families using the University's Children's Centres are eligible to apply for Child Care Benefit (CCB) through the Family Assistance Office (FAO) – formerly Centrelink. The FAO is responsible for assessing family income and determining the percentage of Child Care Benefit families receive. For further information please contact your local Family Assistance Office.

City Flinders, City King and City South Melbourne Campuses

Telephone: 9688 4418

A Referral Service has been developed for the city campuses to assist families in finding suitable childcare. Telephone the Manager, Children's Services, on 9688 4418 for further information.

Footscray Nicholson Campus

Telephone: (03) 9284 8698

The Footscray Nicholson Campus Children's Centre is located on the Ground Floor, Hoadley Building, Albert Street, Footscray. The Centre caters for a maximum of 39 children aged 3 months to 6 years on a full-time (weekly), daily, sessional (half day) and occasional care basis. The Centre is open from 7.45am to 5.45pm, Monday to Friday.

Footscray Park Campus

Telephone: (03) 9688 4418

The Footscray Park Campus Children's Centre is located at 8 Geelong Road, Footscray. The Centre caters for a maximum of 42 children aged 3 months to 6 years on a full-time (weekly), daily, sessional (half day) and occasional care basis. The Centre is open from 7.45am to 5.45pm, Monday to Friday and offers a funded preschool program incorporated within the educational program.

Jindi Woraback Children's Centre

(St Albans Campus)

Telephone: 9364 6855

The Jindi Woraback Children's Centre is located at the Willis Street entrance of the St Albans Campus and is operated by a Management Committee consisting of parents and representatives from the University and the Brimbank City Council. The Centre caters for children aged from birth to 6 years on a full-time (weekly), daily, sessional (half day) and occasional care basis. A funded preschool program and a vacation care program for primary school aged children are also provided. The Centre is open from 7.00am to 6.00pm, Monday to Friday.

Melton Campus

Telephone: (03) 9747 7500

The Brookfield Preschool operates from the Melton Campus Children's Centre and is located at the Wilson Road entrance of the Campus. The Centre offers sessional kindergarten programs for three- and four-year-old children.

Newport Campus

Telephone: (03) 9284 8476

The Newport Campus Children's Centre is located in Building K, Champion Road, Newport. The Centre caters for a maximum of 42 children aged 3 months to 6 years on a full-time (weekly), daily, sessional (half day) and occasional care basis. The Centre is open from 7.45am to 5.45pm, Monday to Friday. The Centre provides a fully integrated and funded preschool program.

Sunbury Campus

Telephone: (03) 9688 4418

Currently, there is no childcare provided on the Sunbury Campus. For information regarding childcare centres in the local area, contact the Manager, Children's Services on 9688 4418.

Werribee Campus

Telephone: (03) 9748 9568 or (03) 92160998

The Werribee Campus Children's Centre is located in Hoppers Lane (at the entrance of the Campus), Werribee. The Centre caters for a maximum of 45 children aged 3 months to 6 years on a full-time (weekly), daily, sessional (half day) and occasional care basis.

The Centre is open from 7.15am to 6.15pm, Monday to Friday and offers a state-funded preschool program incorporated within the educational program.

Education Abroad

The University has partnerships with several organisations which assist the University in the delivery of a range of courses to offshore teaching sites including Hong Kong, Singapore and Malaysia. This unit provides administration support to the offshore students enrolled in these courses. In addition it has responsibility for developing and implementing student support services programs in the offshore sites.

Graduating Students

The Centre for Graduating Students and Education Abroad is responsible for the administrative provision of all awards and statements for the University. When you have completed or nearly completed a course, you are required to submit an Application for an Award form. Forms can be collected from and handed into the Enrolment Management Office at any campus of Victoria University or downloaded from the University website. The organisation of all conferral ceremonies, both onshore and offshore, is also the responsibility of this unit.

Centre for Graduating Students and Education Abroad

Telephone: 61 3 9365 2846
Fax: 61 3 9365 2853
Email: graduate@vu.edu.au
Website: www.vu.edu.au
Located Building 4C, 141, St Albans Campus

Optometry and Dentistry

The Student Union operates optometry and dental services through local agencies. All enquiries should be directed to the Victoria University Student Union Resource Centre Building M, Level 2, Footscray Park Campus. Telephone: 9688 4065.

Health Practice Unit

The Faculty of Human Development operate a Health Practice Unit at the St Albans Campus, providing a range of therapies such as acupuncture, massage and herbal medicines. Cost for students is very modest. Telephone: 9365 2625.

Independent Access: Students with Disabilities

Counselling, support and information for students with access disabilities are available from Student Services on all campuses.
Assistance is available to students with disabilities for day-to-day issues of personal, academic, housing, career and financial matters; identification of support needs; and applications for alternative examination/assessment arrangements and special consideration.

Further information and advice concerning support services for students with a disability can also be obtained by contacting the Disability Liaison Unit at the Equity and Social Justice Branch at Footscray Park Campus on telephone: (03) 9688 4598.

Orientation
Orientation Week (O-Week) is an annual event which is held at the beginning of Semester 1. During this week, a wide range of events are organised by the individual Faculties and Student Union to provide opportunities for students to meet each other and also to gain an awareness of the activities and services provided by the various University departments.

The Student Union distributes an Orientation Handbook. 'The Survival Guide'. is published annually and includes information about the Student Union, Clubs and Societies, services available to students and a range of extracurricular activities. Further information can be obtained from the Resource Centre or the Student Union office on the City Flinders, City King, Footscray Nicholson, Footscray Park, Melton, Newport, St Albans, Sunbury, Sunshine and Werribee Campuses. (Refer to Student Union section for Campus phone numbers).

Student Services
Student Services provides support to students in a variety of ways. Staff provide academic support, personal and vocational counselling, help with finance, housing and health services.

Student Services offices are located on most campuses and are open Monday to Friday during normal working hours, or after hours by appointment. For further information contact Footscray Nicholson campus on 9284 8801, Footscray Park campus on 9688 4418, St Albans campus on 9365 2399 or visit our webpage: www.vu.edu.au/ss.

Accommodation
The University Student Housing Service provides students with a wide range of free and confidential services to assist with locating, securing and maintaining suitable accommodation. The Student Housing Database, including current accommodation listings, is now on the Internet to improve accessibility. The ‘Housing Web’ can be located at http://www.vu.edu.au/ss/housing/ and holds a current listing of all accommodation offered to the University. The Housing Web also provides a wide range of tenancy rights information and also other information such as Real Estate Agent lists and Student Village information. It provides links to a wide range of appropriate housing related services including Share Accommodation, Public Transport and Emergency Housing Services. Accommodation offers can be placed directly onto the Housing Web.

The Housing Officer is based at Footscray Park Campus and can provide tenancy advice, referral and case management as well as assistance with general housing information. At other campuses, Student Services staff can assist with accommodation inquiries. For further information, contact the Housing Officer on telephone: (03) 9688 4420 or e-mail housing@vu.edu.au

Chaplaincy
Chaplains are available at the St Albans and Footscray Park campuses. For information or appointments, telephone: 9688 4480 (Footscray) or 9365 2292 (St Albans).

Counselling - Personal
Personal counselling is available at any of the campuses. Counselling can help students optimise their emotional, social and academic well being. Students are invited to discuss any personal, family or relationship matter with one of the counsellors. Some examples of issues discussed include loneliness, difficulty adjusting to life at the University, relationships, sexuality, family difficulties, grief and loss, self-confidence and anxiety. Counselling can be contacted by telephoning 9688 4418 or 9365 2399.

Financial Assistance
Assistance can be provided to students experiencing financial difficulties. As well as helping students to work out ways of budgeting and planning, the financial advisor/counsellor can assist with claims for Youth Allowance/Austudy and fee extensions.

When discussing your needs a counsellor may be able to help you with information about financial assistance. This may include such things as emergency relief, rent assistance and various forms of Centrelink benefits.

Youth Allowance/Austudy Applications
The Youth Allowance/Austudy/Abstudy schemes provide assistance to Australian citizens and permanent residents who are enrolled in approved courses at universities, TAFE institutes and other approved institutions in Australia. (Generally, Youth Allowance is for persons up to age 24, Austudy, 25 and over). Abstudy is a scheme for Aboriginal and Torres Strait Islander students. The Pensioner Education Supplement (PES) is an additional payment available to students on certain Centrelink payments.

Assistance is subject to a means test and to certain conditions, including a minimum study load. Part time students under 21 years of age should note there is a provision for the payment of Youth Allowance for the sum of other approved activities such as job seeking, volunteer work, or training in addition to part time study. Ask the financial advisor/counsellor or seek a Centrelink interview.

A student who is eligible and qualifies for assistance may receive a living allowance and under special circumstances a fares allowance and rental assistance. Students may also apply for up to $500.00 advance on future instalments, recovered over 6 months; this can only be done once in a calendar year.

Claim forms are available on Campus, at secondary schools and Centrelink offices. Students are advised to lodge their initial claim with the nearest Centrelink office as soon as they enrol or re-enrol. Payees continuing in their current course will not have to submit another claim, but should return the Review Form sent to them within the stipulated time. Note that there is no provision for back pay if a student is not currently receiving benefits. It is important that an application for Austudy/Youth Allowance/Abstudy be lodged as soon as possible.

Loans
Student Services administers a loan scheme for enrolled students of the University who can demonstrate a genuine need. Loans are available for living expenses, bonds and rent, purchase of
books, equipment or other circumstances where a student's continued study is in jeopardy.

Application forms and information sheets are available on campus from Student Services on most campuses.

International Student Support

Two International Student Advisers provide services and programs for international students in Higher Education. They are also available to provide individual assistance and support.

TAFE International services are available at the Footscray Nicholson Street Campus, telephone: (03) 9284 8517.

Services for AusAid sponsored students are available through Footscray Park Campus, telephone: (03) 9688 4780

Further information is available at Footscray Park Campus, telephone: (03) 9688 4777, St Albang Campus, telephone: (03) 9365 2399 or City Flinders Campus, telephone: (03) 9249 1159.

Further information relevant to International students is available from the International Branch at City Flinders Campus, telephone: +61 3 9248 1164.

Health Advice and Nursing Service

There are two health advisors (nurses) at the University. Typical issues that people consult the health advisors about include:

- General health and wellbeing
- Lifestyle issues
- Women's health
- Drug use issues
- Men's health
- Nutrition
- Chronic illnesses
- Family planning and sexual health
- Pregnancy testing
- Assistance with injuries and dressings
- Referrals to community agencies
- Vaccinations (at Footscray Park Campus)

The health advisors can also be contacted through Student Services on 9688 4418.

Medical Centre

A Medical Centre is located at Student Services at the Footscray Park Campus in Building M, Level 2. Doctors consult on a sessional basis Monday to Thursday.

All consultations are bulk billed on presentation of a Medicare card. For international students the Medical Centre bills Medibank Private direct. This means international students do not have to pay after their consultation provided they have their current Medibank Private card with them and they fill out a claim form at the Medical Centre. For appointments phone Student Services on 9688 4418 or drop in to Student Services

Drug Education

Substance use and abuse is an issue of considerable concern in the general community. The University has a drug education officer who can provide information on drug related issues and provide advice on how to find treatment and counselling services in the community. Education sessions on these issues can be organised for groups of students by contacting the drug education officer on 9284 8886.

First Aid

There are first aiders on all campuses of the University. Lists of first aiders can be found on the Health Medical and Allied services web page: www.vu.edu.au/ss/health/

First aiders are only to be contacted in more urgent or emergency situations. Examples of the sorts of things you might contact a first aider for include:

- bleeding cuts
- burns
- joint injuries
- suspected fractures
- sudden illness
- collapse

If a situation is life threatening, contact the Ambulance (0) 000 first. Be careful to state your location and the nature of the emergency. If possible have someone meet the paramedics at an easily accessible point.

Health and emergency centres close to each campus are also listed on the Health Medical and Allied services web page.

Pre-Existing Medical Condition

Any person with a pre-existing medical condition, e.g. heart condition, asthma, diabetes, or epilepsy, should make contact with one of the University's health officers (nurses) so that in an emergency the response can be quick and appropriate. The nurse can provide assistance in the management of a person's condition while studying at the University. All information is kept confidential.

Anyone wishing to advise a nurse of their medical condition can contact Student Services at the Footscray Nicholson Campus on 9284 8563, at the Footscray Park Campus on 9688 4417, or by calling Student Services on other campuses

Student Learning Unit

The Student Learning Unit (SLU) forms part of the Centre for Educational Development and Support (CEDS).

The CEDS SLU provides free English language, Maths, Science and academic skills support for students at Degree level and above.

Support is provided in the ways described in the following paragraphs.

Subject-Linked Classes

Certain subjects seem to present students with particular difficulties in the area of researching, academic reading and writing, oral presentation and/or other academic skills.

CEDS SLU staff conduct support classes linked to these subjects which focus on the academic skills needed for successful completion of the assessment tasks in that subject. Classes are also offered on a similar basis in some areas of Maths such as Business Statistics, and in certain science subjects.

Further information about these classes is available from subject guides, subject lecturers, the CEDS SLU web site or directly from the SLU main office.

General Classes

CEDS SLU staff also conduct some general classes such as Reading and Writing for Engineering Students, and Summer and Winter Schools which are open to all students.
SERVICES AVAILABLE TO STUDENTS

Individual Appointments
Postgraduate students may make individual or small group appointments to discuss their essay or thesis work. A very limited number of individual or small group appointments is available for undergraduate students who would like assistance with academic skills in some particular subjects where there is no linked CEDS SLU class.

Email Consultations
Students may consult a CEDS SLU lecturer about their work using email. However students should discuss this with the lecturer involved before sending work. Lecturers will comment on work, but not correct it.

Further Information
Contact Kim Borg or Bernadette Trickey CEDS Administrative Officers, on 9688 4744.

Student Organisations
The peak student body for the University is the Victoria University Student Union (VUSU). Under this umbrella there are a number of sections including the International Students Association, the Victoria University Postgraduate Association as well as many clubs and societies.

The VUSU provides a range of services through the Resource Centres and officers on each campus. These services are designed to make students' time at the University smoother and more enjoyable, and include recreation, sports, activities, advice, representation, advocacy and campaign organising.

Further information can be obtained from the Union Diary and the Survival Guide or by contacting the Student Offices at the following campuses:

City Flinders:
Student Union Office: (03) 9248 1221

City King:
Student Union Office: (03) 9284 7831

Footscray Nicholson:
Recreation Office: (03) 9284 8774
Recreation Centre: (03) 9284 8761
Student Union Office: (03) 9284 8534

Footscray Park:
Union Reception/General Enquiries: (03) 9688 4360
Resource Centre: (03) 9688 4302

Melton:
Recreation Office: (03) 9747 7552
Resource Centre: (03) 9747 7551

Newport:
Resource Centre: (03) 9284 8474

St Albans:
Student Union Office: (03) 9365 2706
Resource Centre: (03) 9365 2638

Sunbury:
Recreation Office: (03) 9218 3334
Resource Centre: (03) 9218 3206

Sunshine:
Student Union Office: (03) 9284 7258

Werribee:
Recreation Office (03) 9216 8260
Resource Centre: (03) 9216 8206

Alumni Association
Alumni of the University include staff, graduates, current students, and members of the community who have a connection with Victoria University. Membership of the University's Alumni Association enhances the opportunities of members to achieve their professional aspirations. Students, graduates and staff maintain contact with one another and organise reunions, networks and business functions.

Staff of the Alumni office provide support in developing member networks and Alumni Chapters. Chapters focus on a particular discipline and draw together graduates to form a network in a related field. There are currently Chapters in Graphic Arts, MBA, Recreation/Fitness Leadership, Arts and Traditional Chinese Medicine.

Members of the Alumni Association are sent regular information on social activities, professional seminars, mentoring programs, activities within the University and activities organised by the various Alumni Chapters. Members also receive quarterly a copy of the University newspaper Nexus containing the Alumni supplement bulletin, and receive invitations to specifically targeted events organised by the Alumni Chapter in their field of study.

The Association also offers many complimentary member benefits. These include continuing use of the University's library facilities after student members graduate, and discounts to a range of services such as car rental, travel, sporting goods, the University bookshop, newspaper subscriptions and hotel accommodation.

There are also several International Chapters of the Alumni Association for those graduates who return home overseas. To date, Chapters and/or networks have been developed in Hong Kong, India, Malaysia, Singapore, Taiwan and Thailand.

Membership for current students and first-year graduates is $11.00. The Alumni office is at the City Flinders Campus and is situated on the Ground Floor, 301 Flinders Lane, Melbourne. Telephone: +613 9248 1017; Fax: +613 9248 1007; Email: alumni@vu.edu.au

Travel Concessions
Rail and bus concession application forms are available at the start of each academic year from VU Student Union (Resource Centres).
Courses at Victoria University in 2002

This section lists all the courses offered by Victoria University in higher education and TAFE.

Note: All courses are offered subject to confirmation of PETE funding and authority to conduct, and minimum enrolment levels. List correct as at October 2000.

Undergraduate Courses and Programs

Campus codes:

- B = Sunbury
- C = City Flinders
- D = China
- E = Echuca
- F = Footscray Park
- H = Hong Kong
- W = Werribee
- I = Internet
- J = City King
- M = Melton
- O = Off campus
- P = Singapore
- S = St Albans
- T = Thailand
- V = Vietnam
- 3 = Bangladesh

Faculty of Human Development

<table>
<thead>
<tr>
<th>School of Education</th>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bachelor of Arts</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>– Computer Mediated Art</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>– Computer Mediated Art &amp; Multimedia</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>– Early Childhood Education</td>
<td>M</td>
<td>n/a</td>
<td>Y</td>
</tr>
<tr>
<td>– Youth Studies</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Education</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>– Four-Year Pre-Service Program P–12</td>
<td>F,M</td>
<td>Y</td>
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</tr>
<tr>
<td>– Post-Registration (Year 4)</td>
<td>F,M</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Education (Nyerna Studies)</td>
<td></td>
<td>E</td>
<td>Y</td>
</tr>
</tbody>
</table>

incorporating:

– Bachelor of Education (Nyerna Studies)
– Bachelor of Arts (Nyerna Studies)
– Diploma of Community Services – Youth Work
– Associate Diploma of Arts – Recreation/Fitness Leadership
– Certificate in Occupational Studies – Social and Community Services

Faculty of Health Sciences

<table>
<thead>
<tr>
<th>School of Health Sciences</th>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
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</thead>
<tbody>
<tr>
<td>Non-Award Courses</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>First Aid in the Workplace Certificate: Level 1 &amp; 2</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>Certificate of Advanced Airway Management (Pre-hospital)^</td>
<td>C,O</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Certificate in Advanced Airway Management^</td>
<td>C,O</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Certificate in Emergency Intravenous Therapy (Pre-hospital)^</td>
<td>C,O</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Certificate in Venipuncture and Venous Cannulation^</td>
<td>C,O</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Certificate in Emergency Intravenous Therapy^</td>
<td>C,O</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Certificate in Advanced Life Support (Pre-hospital)^</td>
<td>C,O</td>
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incorporating:

Certificate in Advanced Life Support^ | C,O   | Y         | Y         |
Certificate in Semi Automatic External Defibrillation^ | C     | Y         | Y         |

Award Courses

Bachelor of Health Science

– Clinical Dermal Therapies | J     | n/a       | Y         |
– Natural Medicine | S,I   | Y         | Y         |
– Paramedic (3-Year Pre-service) | S,I   | Y         | Y         |
### Faculty of Human Development

#### School of Human Movement, Recreation and Performance

<table>
<thead>
<tr>
<th>Program</th>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
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<tbody>
<tr>
<td>Bachelor of Science</td>
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<tr>
<td>Bachelor of Human Movement</td>
<td>C</td>
<td>Y</td>
<td>n/a</td>
</tr>
<tr>
<td>Bachelor of Science (Acupuncture)/(Chinese Herbal Medicine)</td>
<td>S</td>
<td>Y</td>
<td>n/a</td>
</tr>
<tr>
<td>Bachelor of Clinical Sciences</td>
<td>C</td>
<td>Y</td>
<td>n/a</td>
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#### Non-Award Courses

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<th>Part-time</th>
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<tr>
<td>Fitness Instructor Module</td>
<td>F</td>
<td>n/a</td>
<td>Y</td>
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<tr>
<td>Aerobic Module</td>
<td>F</td>
<td>n/a</td>
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<tr>
<td>Core Unit (Vic Fit)</td>
<td>F</td>
<td>n/a</td>
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<tr>
<td>Aqua Module</td>
<td>F</td>
<td>n/a</td>
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<tr>
<td>Personal Trainers Module</td>
<td>F</td>
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<tr>
<td>Children and Adolescent Exercise Module</td>
<td>F</td>
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<tr>
<td>Exercise to Music</td>
<td>F</td>
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#### Award Courses

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<th>Part-time</th>
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<tbody>
<tr>
<td>Bachelor of Health Sciences</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Midwifery</td>
<td>S</td>
<td>Y</td>
<td>n/a</td>
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</table>

#### School of Nursing

<table>
<thead>
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<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
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<tbody>
<tr>
<td>Bachelor of Nursing (Pre-Registration)</td>
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</table>

#### School of Nursing

<table>
<thead>
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<tr>
<td>Bachelor of Nursing (Honours)</td>
<td>S</td>
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<td>Y</td>
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<tr>
<td>Bachelor of Midwifery</td>
<td>S</td>
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#### Faculty of Arts

### Generalist Degree Programs

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<th>Campus</th>
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<th>Part-time</th>
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<tbody>
<tr>
<td>Bachelor of Arts – Footscray</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>Bachelor of Arts – St Albans</td>
<td>S</td>
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### Specialist Degree Programs

<table>
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<th>Campus</th>
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<tbody>
<tr>
<td>Bachelor of Arts (Advocacy &amp; Mediation)</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>Bachelor of Arts (Asian Studies)</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Arts (Community Development)</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
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</table>

**Note:** The details of the programs, courses and subjects set out in this *Handbook* might change after the date of publication. To ensure that information about Faculty of Human Development courses is still accurate, contact the Faculty of Human Development Executive Officer on (03) 9688 4164.
### Courses at Victoria University in 2002

<table>
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<th>Campus</th>
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<td>– Australian Stream (3rd year only)</td>
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<tr>
<td>Bachelor of Arts (Computer Mediated Art)</td>
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<td>Y</td>
<td>Y</td>
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<tr>
<td>Bachelor of Arts (Globalisation Studies)</td>
<td>F</td>
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<tr>
<td>Bachelor of Arts (Human Services)</td>
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<tr>
<td>Bachelor of Arts (Legal Studies)</td>
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<tr>
<td>Bachelor of Arts (Multimedia)</td>
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<tr>
<td>Bachelor of Communication (Public Relations)</td>
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<tr>
<td>Bachelor of Psychology</td>
<td>W</td>
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<tr>
<td>Bachelor of Psychology (Interpersonal &amp; Organisational)</td>
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<tr>
<td>Bachelor of Social Work (Preliminary Year)</td>
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<td>Bachelor of Social Work</td>
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<tr>
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<tr>
<td><strong>Combined Degree Programs</strong></td>
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<tr>
<td>Bachelor of Arts/Bachelor of Business (Information Systems)</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>Bachelor of Business (Tourism Management)/</td>
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<td>Y</td>
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<tr>
<td>Bachelor of Arts (Asian Studies)</td>
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<td>Y</td>
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<td>Bachelor of Business (International Trade)</td>
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<td>Bachelor of Business (Psychology)</td>
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<td>Bachelor of Business (Human Resource Management)</td>
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<tr>
<td>Bachelor of Business (Electronic Commerce)</td>
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<tr>
<td>Bachelor of Arts</td>
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<td>Y</td>
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<td>Bachelor of Arts/Diploma of Liberal Arts</td>
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<td>Bachelor of Laws/Bachelor of Arts</td>
<td>F</td>
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<td>Y</td>
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<tr>
<td>Bachelor of Business (Marketing)/Bachelor of Psychology</td>
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<td><strong>Honours Programs</strong></td>
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<tr>
<td>Bachelor of Arts (Honours)</td>
<td>S,F</td>
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<tr>
<td>Bachelor of Arts (Honours) Computer Mediated Art and Multimedia</td>
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<td>Y</td>
<td>Y</td>
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<tr>
<td>Bachelor of Arts (Honours – Psychology)</td>
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<tr>
<td>Bachelor of Psychology (Honours)</td>
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<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Science (Honours – Psychology)</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
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</tbody>
</table>

**Note:** The details of the programs, courses and subjects set out in this Handbook might change after publication. To ensure that the information about Faculty of Arts courses is still accurate, contact the Faculty of Arts Executive Officer on (03) 9365 2369.

## Faculty of Business and Law

### School of Accounting and Finance

**BACHELOR OF BUSINESS**

<table>
<thead>
<tr>
<th>Course</th>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
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</thead>
<tbody>
<tr>
<td>– Accounting</td>
<td>F,W,K</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>– Banking and Finance</td>
<td>F,K</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>– Strategic and Financial Management</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>– Accounting/Financial Management</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>– Accounting/Financial Management</td>
<td>W</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>– Accounting/Banking and Finance</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>– Accounting/Information Systems</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>– Accounting/Electronic Commerce</td>
<td>W</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>– Accounting/Small Enterprise Management</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>– Accounting/Hospitality Management</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>– Accounting/Commercial Law</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>– Accounting/Transport and Logistics</td>
<td>W</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>– Banking and Finance/International Trade</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>– Tourism Management</td>
<td>F</td>
<td>Y</td>
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</table>

**BACHELOR OF BUSINESS COMBINED DEGREES**

<table>
<thead>
<tr>
<th>Course</th>
<th>Campus</th>
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<th>Part-time</th>
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</thead>
<tbody>
<tr>
<td>– Bachelor of Laws/Bachelor of Business Accounting</td>
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<td>Y</td>
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<tr>
<td>– Bachelor of Business Accounting/Certificate IV in</td>
<td>W</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>– Information Technology (Dual Award)</td>
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### School of Applied Economics

**BACHELOR OF BUSINESS**

<table>
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<tbody>
<tr>
<td>– Retail Management</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>– International Trade</td>
<td>F,K</td>
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<td>Y</td>
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<tr>
<td>– Transport and Logistics</td>
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<td>– Applied Economics</td>
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<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>– Financial Risk Management</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>COURSES AT VICTORIA UNIVERSITY IN 2002</td>
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<td>---------------------------------------</td>
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<tr>
<td>– Music Industry                      F Y Y</td>
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<tr>
<td>– Applied Economics/International Trade F Y Y</td>
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<tr>
<td>– Banking and Finance/International Trade F Y Y</td>
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<td>– Financial Risk Management/International Trade F Y Y</td>
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<td>– International Trade/Retail Management F Y Y</td>
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<td>– International Trade/Electronic Commerce F Y Y</td>
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<td>– Marketing/Applied Economics F Y Y</td>
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<td>– Marketing/International Trade F,K Y Y</td>
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<td>– Retail Management/Electronic Commerce F Y Y</td>
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<td>– Transport and Logistics/Accounting W Y Y</td>
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<tr>
<td>Bachelor of Laws/Bachelor of Business Applied Economics F Y Y</td>
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<tr>
<td>Bachelor of Laws/Bachelor of Business Music Industry F Y Y</td>
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<tr>
<td>Bachelor of Laws/Bachelor of Business International Trade F Y Y</td>
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<table>
<thead>
<tr>
<th>School of Hospitality, Tourism and Marketing</th>
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</thead>
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<tr>
<td>– Hospitality Management F Y Y</td>
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<tr>
<td>– Tourism Management F Y Y</td>
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<td>– Marketing F,B,K Y Y</td>
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<tr>
<td>– Marketing/International Tourism K Y Y</td>
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<tr>
<td>– Accounting/Hospitality Management F Y Y</td>
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<td>– Hospitality/Tourism Management F Y Y</td>
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<td>– Regional Tourism Management F Y Y</td>
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<tr>
<td>– Tourism/Small Enterprise Management F Y Y</td>
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<td>– Marketing/Applied Economics F Y Y</td>
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<tr>
<td>– Marketing/International Trade F,K Y Y</td>
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<td>– Retail Management/Marketing F Y Y</td>
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<td>– Marketing/Electronic Commerce F Y Y</td>
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<td>– Marketing/Music Industry F Y Y</td>
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<td>– Hotel, Restaurant and Catering Management F Y Y</td>
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<td>– Management/Marketing B Y Y</td>
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<td>– Tourism/Small Enterprise Management F Y Y</td>
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<td>– Marketing/Information Systems F Y Y</td>
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<td>– Bachelor of Business (Honours) – Marketing F,C Y Y</td>
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<tr>
<td>Bachelor of Laws/Bachelor of Business International Trade F Y Y</td>
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<tr>
<td>Bachelor of Business Marketing/Bachelor of Psychology F Y Y</td>
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<td>Bachelor of Business Marketing/Advanced Diploma of Hospitality (Management) B Y Y</td>
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<td>– Information Systems F Y Y</td>
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<tr>
<td>– Computer Systems Support W,H Y Y</td>
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<tr>
<td>– Electronic Commerce W Y Y</td>
</tr>
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<td>– Electronic Commerce/Transport and Logistics W Y Y</td>
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<tr>
<td>– Accounting/Information Systems F Y Y</td>
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<td>– Electronic Commerce/Marketing F Y Y</td>
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<td>– Electronic Commerce/Music Industry F Y Y</td>
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<td>– Electronic Commerce/International Trade F Y Y</td>
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COURSES AT VICTORIA UNIVERSITY IN 2002

### Bachelor of Business Combined Degrees

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<th>Program</th>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bachelor of Art/BBus Information Systems</td>
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<td></td>
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<tr>
<td>BA Multimedia/BBus Electronic Commerce</td>
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<tr>
<td>Bachelor of Laws/BBus Electronic Commerce</td>
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</table>

### School of Law

#### Bachelor of Laws

- Law
- Graduate Entry

#### Bachelor of Business

- Commercial Law
- Accounting/Commercial Law

#### Bachelor of Business Combined Degrees

- Bachelor of Arts/BBus Information Systems
- Bachelor of Arts/BBus Electronic Commerce
- Bachelor of Laws/BBus Electronic Commerce
- Bachelor of Laws/BBus International Trade
- Bachelor of Laws/BBus Music Industry
- Bachelor of Laws/BBus Marketing
- Bachelor of Laws/BBus Tourism Management
- Bachelor of Laws/Bachelor of Science

### School of Management

#### Bachelor of Business

- Management
- Human Resource Management
- Service and Operations Management
- Strategic and Financial Management
- Hospitality Management/Human Resource Management
- Management/Administration
- Bachelor of Business (Honours) Management

#### Bachelor of Business Combined Degrees

- Bachelor of Laws/BBus Management
- BA Psychology/BBus Human Resource Management
- BA Sports Administration/BBus Management

### Note

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### Faculty of Engineering and Science

#### Certificate in Foundation Studies
- 

#### Bachelor of Engineering/Bachelor of Science

<table>
<thead>
<tr>
<th>Campus</th>
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<th>Part-time</th>
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<tbody>
<tr>
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#### Bachelor of Engineering/Bachelor of Laws

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<th>Part-time</th>
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#### Bachelor of Science/Bachelor of Laws

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</table>

### School of the Built Environment

#### Bachelor of Engineering

- Civil Engineering
- Mechanical Engineering

#### Bachelor of Science

- Engineering and Business
- Environmental Engineering

### School of Communications and Informatics

#### Bachelor of Engineering

- Computer Engineering
- Electrical and Electronic Engineering

#### Bachelor of Science

- Applied Physics and Computing
- Computer Science
- Computer and Mathematical Sciences
### Courses at Victoria University in 2002

<table>
<thead>
<tr>
<th>Program</th>
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<th>Year 3</th>
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<tr>
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<tr>
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<td>- Computer Science</td>
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<tr>
<td>- Optoelectronics</td>
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<td>Y</td>
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<tr>
<td>- Physics</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>- Mathematics</td>
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</tr>
<tr>
<td>- Computer Technology</td>
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</tr>
<tr>
<td>- Computer Technology</td>
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<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Computer and Mathematical Sciences</td>
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<td>- Mathematics</td>
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<tr>
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<td>- Medical, Forensic and Analytical Chemistry</td>
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<tr>
<td>- Nutrition and Food Science</td>
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<tr>
<td>- Occupational Health and Safety</td>
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<td>- Conservation Biology and Environmental Management</td>
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<tr>
<td>Diploma of Meat Management</td>
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</table>

Part-time study may be approved at any stage of a course since progress is by individual subjects rather than by years. However, it is unrealistic to expect to complete a degree course entirely on a part-time basis.

**Note:** The details of the programs, courses and subjects set out in this *Handbook* might change after publication. To ensure that the information about Faculty of Engineering and Science courses is still accurate, contact the Faculty of Engineering and Science Executive Officer on (03) 9688 4191.

*For further information about Engineering and Science courses:*
- Telephone: (03) 9688 4191
- Facsimile: (03) 9688 4513
- Email: BobRitches@vu.edu.au
## Postgraduate Courses

### Faculty of Human Development

<table>
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<th>Full-time</th>
<th>Part-time</th>
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<td>Graduate Diploma in Dementia Care and Service</td>
<td>C,O</td>
<td>Y</td>
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<tr>
<td>Graduate Program in Aged Services Management</td>
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<tr>
<td>- Graduate Diploma in Aged Services Management</td>
<td>C,O</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Master of Health Science – Aged Services Management</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
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<td><strong>School of Education</strong></td>
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<tr>
<td>Graduate Certificate in Teaching Studies of Asia</td>
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<tr>
<td>Graduate Diploma in Secondary Education</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>Graduate Program in Education for Professional Development</td>
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<td>- Graduate Certificate in Education for Professional Development</td>
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<tr>
<td>- Graduate Diploma in Education for Professional Development</td>
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<td>Graduate Program in Education and Training</td>
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<tr>
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<td>- Graduate Diploma in Education and Training</td>
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<td>Y</td>
<td>Y</td>
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<tr>
<td>- Master of Education – Education and Training</td>
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<td>Y</td>
<td>Y</td>
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<tr>
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<td>Y</td>
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<tr>
<td>- Graduate Certificate in Literacy</td>
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<tr>
<td>- Graduate Diploma in TESOL</td>
<td>F,V</td>
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<td>- Graduate Diploma in TESOL and Literacy</td>
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<td>- Master of TESOL</td>
<td>F,V</td>
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<tr>
<td>- Master of TESOL and Literacy</td>
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<tr>
<td>Graduate Program in Tertiary Education</td>
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<td>- Graduate Diploma in Tertiary Education</td>
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<td>Y</td>
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<td>Graduate Program in Experiential Learning &amp; Development</td>
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<tr>
<td>- Graduate Certificate in Experiential Learning and Development</td>
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<td>- Graduate Diploma in Experiential Learning and Development</td>
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<tr>
<td>- Master of Education – Experiential Learning and Development</td>
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<tr>
<td>- Master of Education (by Research)</td>
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<td>Doctor of Education</td>
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<tr>
<td>Doctor of Philosophy</td>
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<td>Y</td>
<td>Y</td>
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<tr>
<td><strong>School of Health Sciences</strong></td>
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<td></td>
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<tr>
<td>Graduate Diploma in Clinical Chinese Medicine</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>Graduate Diploma in Complementary Therapies</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>Graduate Diploma in Prepared Chinese Medicine</td>
<td>C,S</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>Graduate Diploma in Western Herbal Medicine</td>
<td>C</td>
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<tr>
<td>Graduate Program in Paramedicine and Pre Hospital Care</td>
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<tr>
<td>- Graduate Certificate in Aeromedical Care</td>
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<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Graduate Certificate in Aeromedical Rescue &amp; Retrieval</td>
<td>I</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Graduate Certificate in Emergency Service Education</td>
<td>I</td>
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</tbody>
</table>
COURSES AT VICTORIA UNIVERSITY IN 2002

Graduate Certificate in Emergency Service Management# Y Y Y
Graduate Certificate in Hyperbaric Medicine I Y Y
Graduate Certificate in Intensive Care Paramedic I Y Y
Graduate Certificate in Paediatric Emergencies# I Y Y
Graduate Certificate in Paramedic Practitioner I Y Y
Graduate Certificate in Pre-Hospital Care I Y Y
Graduate Diploma in Paramedics I Y Y
Graduate Diploma in Pre-Hospital Care I Y Y

Master of Health Science
– Osteopathy C Y n/a
– Osteopathy (for medical practitioners) C n/a Y
– (by Coursework) S Y Y
– (by Research) S Y Y

Doctor of Philosophy S Y Y

School of Human Movement, Recreation and Performance

Graduate Diploma in Exercise and Sport Sciences F Y Y

Graduate Program in Ageing, Disability and Recreation Management incorporating:
– Graduate Certificate in Ageing, Disability and Leisure F Y Y
– Graduate Certificate in Ageing, Disability and Recreation Management F Y Y
– Graduate Diploma in Ageing, Disability and Recreation Management F Y Y
– Master of Arts – Ageing, Disability and Recreation Management F Y Y

Graduate Program in Loss and Grief incorporating:
– Graduate Certificate in Loss and Grief Education C Y Y
– Graduate Certificate in Loss and Grief Counselling C* Y Y
– Graduate Diploma in Loss and Grief Counselling C* Y Y

Graduate Program in Sport and Recreation Management incorporating:
– Graduate Certificate in Sport & Recreation Management F Y Y
– Graduate Certificate in Sport & Recreation Management/Operations F Y Y
– Graduate Diploma in Sport & Recreation Management F Y Y
– Master of Arts – Sport & Recreation Management (by coursework) F Y Y

Graduate Program in Sport Business incorporating:
– Graduate Diploma in Sport Business C Y Y
– Master of Sport Business C n/a Y

Graduate Program in Exercise Rehabilitation F Y Y

Graduate Diploma in Exercise for Rehabilitation F Y Y

Master of Applied Science – Exercise Rehabilitation F Y Y

Master of Applied Science
– Human Performance (by coursework) F Y Y
– (by Research) C,F Y Y
– Master of Arts (by Research) F Y Y

Doctor of Philosophy C,F Y Y

*Two subjects will be taught at the St Albans Campus.

School of Nursing

Graduate Diploma in Substance Abuse Studies S Y Y

Master of Nursing incorporating:
– Graduate Certificate in Cardiotoracic Nursing S Y Y
– Graduate Certificate in Cancer Nursing S Y Y
– Graduate Certificate in Emergency Nursing S Y Y
– Graduate Certificate in Geriatric Nursing# S Y Y
– Graduate Certificate in Neuroscience Nursing S Y Y
– Graduate Certificate in Orthopaedic Nursing S Y Y

Campus Full-time Part-time

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COURSES AT VICTORIA UNIVERSITY IN 2002

- Graduate Certificate in Paediatric Nursing
- Graduate Certificate in Palliative Care Nursing
- Graduate Diploma in Cardiothoracic Nursing
- Graduate Diploma in Cancer Nursing
- Graduate Diploma in Emergency Nursing
- Graduate Diploma in Gerontic Nursing
- Graduate Diploma in Neuroscience Nursing
- Graduate Diploma in Orthopaedic Nursing
- Graduate Diploma in Paediatric Nursing
- Graduate Diploma in Palliative Care Nursing

Master of Midwifery
- Graduate Diploma in Midwifery

Master of Nursing (by Research)
- Master of Social Work (by Research)

Doctor of Philosophy

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Faculty of Arts

Higher Degrees by Research
- Master of Arts by Research
- Doctor of Philosophy by Research
- Master of Social Work by Research

Postgraduate Programs by Coursework
- Graduate Certificate in Asian and Pacific Studies (General Stream)
- Graduate Certificate in Asian and Pacific Studies (Community Development Stream)
- Graduate Certificate in Communication
- Graduate Certificate in Women's Studies
- Graduate Diploma in Applied Psychology
- Graduate Diploma in Asian and Pacific Studies (General Stream)
- Graduate Diploma in Asian and Pacific Studies (Community Development Stream)
- Graduate Diploma in Communication
- Graduate Diploma in Counselling
- Graduate Diploma in Modern Languages
- Graduate Diploma in Psychological Studies
- Graduate Diploma in Women's Studies
- Master in Counselling
- Master of Arts in Asian and Pacific Studies (General Stream)
- Master of Arts in Asian and Pacific Studies (Community Development Stream)
- Master of Arts in Communication
- Master of Arts in Women's Studies
- Master of Applied Psychology

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Faculty of Business and Law

Victoria Graduate School of Business

- Master of Executive Studies (Offshore) C,P,K,D,3 Y Y
- Master of Business Administration C,P,K,D,3 Y Y
- Master of Business Administration (International) C Y Y
- Doctor of Business Administration C Y Y
- Master of Business by Research C Y Y
- Doctor of Philosophy C Y Y

School of Accounting and Finance

- Graduate Certificate in Accounting C,H,P,K Y Y
- Master of Business in Accounting C Y Y
- Master of Business in Finance C Y Y
- Master of Business in Professional Accounting C,H,P,K Y Y
- Master of Business by Research C Y Y
- Doctor of Philosophy C Y Y

School of Applied Economics

- Master of Business in Business Economics C Y Y
- Master of Business in International Trade C Y Y
- Master of Business in International Music and Entertainment Business C Y Y
- Graduate Certificate in Statistics C Y Y
- Graduate Certificate in Retail Management (Offshore) C Y Y
- Graduate Diploma in Retail Management (Offshore) C Y Y
- Master of Business by Research C Y Y
- Doctor of Philosophy C Y Y

School of Hospitality, Tourism and Marketing

- Master of Business in Hospitality Management C Y Y
- Master of Business in Hospitality Management (Professional Practice) C Y Y
- Master of Business in Marketing C Y Y
- Master of Business in Tourism Management C Y Y
- Master of Business in Hospitality and Tourism Marketing C Y Y
- Master of Business in International Music and Entertainment Business C Y Y
- Master of Business in Hospitality and Tourism Education C Y Y
- Master of Business in Sports Tourism C Y Y
- Master of Business by Research F,C Y Y
- Doctor of Philosophy F,C Y Y

School of Information Systems

- Graduate Certificate in Enterprise Resource Planning Systems C Y Y
- Master of Business, Enterprise Resource Planning Systems C Y Y
- Graduate Diploma in Business Computing C,R Y Y
- Master of Business in Information Systems C,R Y Y
- Master of Business E-Commerce/Marketing C Y Y
- Master of Business by Research C Y Y
- Doctor of Philosophy C Y Y

School of Law

- Graduate Certificate in Australian Immigration Law C Y Y
- Graduate Diploma of International Commercial Law D,K,P,H Y Y
- Masters in Comparative Commercial Law C Y Y
- Masters of Laws C Y Y
- Masters of International Commercial Law D,K,P,H Y Y
- Master of Business by Research C Y Y
- Doctor of Juridical Science C,Q Y Y
- Doctor of Philosophy C Y Y

School of Management

- Master of Business in Management Practice C Y Y
- Master of Business in Event Management C Y Y
- Master of Business in Industrial Relations/Human Resource Management C Y Y
- Master of Business by Research C Y Y
- Doctor of Philosophy C Y Y

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# Faculty of Engineering and Science

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<th>Campus</th>
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<tr>
<td>Graduate Certificate</td>
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<tr>
<td>– Performance-based Building and Fire Codes</td>
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<tr>
<td>– Building Fire Safety and Risk Engineering</td>
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<tr>
<td>– Building Fire Safety and Risk Engineering</td>
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<td>Master of Engineering (Research)</td>
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<thead>
<tr>
<th>Centre for Packaging, Transportation and Storage</th>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
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<tbody>
<tr>
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<td>– Intermodal Freight Systems</td>
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<tr>
<td>Graduate Diploma</td>
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<td>– Communication Systems</td>
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<td>Y</td>
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<tr>
<td>– Computer Science</td>
<td>F</td>
<td>Y</td>
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<tr>
<td>– Computer and Mathematical Sciences</td>
<td>F</td>
<td>Y</td>
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<tr>
<td>– Multimedia Information Networking</td>
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<td>Y</td>
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<tr>
<td>– Software Engineering</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>Master of Engineering Science (Coursework)</td>
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<tr>
<td>– Computer Systems Engineering</td>
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<td>– Microelectronic Engineering</td>
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<td>– Electrical and Electronic Engineering</td>
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<td>– Telecommunication Engineering</td>
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<tr>
<td>– Computer Science (coursework)</td>
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<td>– Computer and Mathematical Sciences (coursework)</td>
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<td>– Software Engineering</td>
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<th>School of Life Sciences and Technology</th>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
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<tr>
<td>Graduate Diploma</td>
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<tr>
<td>– Environmental Management</td>
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<td>Y</td>
<td>Y</td>
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<tr>
<td>Master of Science (Coursework)</td>
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<td>Y</td>
<td>Y</td>
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<tr>
<td>– Environmental Management</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>– Food Science and Technology</td>
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<td>Master of Science (Research)</td>
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<th>Campus</th>
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<th>Part-time</th>
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<td>Doctor of Philosophy</td>
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<td>Master of Engineering (Research)</td>
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<td>Graduate Certificate</td>
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<tr>
<td>– Project Management</td>
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<td>Y</td>
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<tr>
<td>Graduate Diploma</td>
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<td>Y</td>
<td>Y</td>
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<tr>
<td>– Project Management</td>
<td>F</td>
<td>Y</td>
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<tr>
<td>Master of Engineering (Coursework)</td>
<td>F</td>
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<td>Y</td>
</tr>
<tr>
<td>– Project Management</td>
<td>F</td>
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**Note:** The details of the programs, courses and subjects set out in this *Handbook* might change after publication. To ensure that the information about Faculty of Engineering and Science courses is still accurate, contact the Faculty of Engineering and Science Executive Officer on (03) 9688 4191.

For further information about Engineering and Science courses:
- Telephone: (03)9688 4191
- Facsimile: (03)9688 4513
- Email: BobRitchens@vu.edu.au
Victoria University TAFE Courses 2002

This section lists all the courses offered by Victoria University in TAFE and higher education. All courses are offered subject to confirmation of PETE funding and authority to conduct, and minimum enrolment levels. List correct as at October 2001.

Note: Each course name is followed by its course code. If the course also includes a name in square brackets [ ], this is the ‘local’ course title used by Victoria University.

School of Building, Electrical and Information Technology

Building and Construction Department
Certificate I in Boatbuilding15562VIC [Pre-Apprenticeship]
Certificate II in Boatbuilding15563VIC [Traineeship]
Certificate III in Boatbuilding15564VIC [Apprenticeship]
Certificate I in ConstructionBCG10198
Certificate II in General ConstructionBCG20198B [Bricklaying – Pre-Apprenticeship]
Certificate III in General Construction (Bricklaying/Blocklaying)BCG30698 [Apprenticeship]
Certificate II in General ConstructionBCG20198 [Carpentry – Pre-Apprenticeship]
Certificate III in General Construction (Carpentry – Framework/Formwork/Finishing)BCG30798 [Apprenticeship]
Carpentry and Joinery [Joinery/Stairbuilding/Shopfitting]3211CBB [Pre-Apprenticeship]
Apprenticeship Certificate in Joinery/Stairbuilding/Shopfitting20083VIC
Certificate II in Furnishing (Furniture Manufacturing Pre-Apprenticeship)2202ACC [Cabinet Making]
Certificate III in Furnishing (Cabinet Making)2302ABC [Apprenticeship]
Diploma of Building Design and DraftingSA3474
Certificate IV in Building DraftingSA3476
Diploma of BuildingsA3475
Certificate IV in BuildingSA3477
Diploma of the Built EnvironmentSA3472
Diploma of Building SurveyingSA3473

Building Services and Special Trades Department
Apprenticeship Certificate in Plumbing and Gasfitting20085VIC
Certificate I in Building and Construction (Plumbing)2102ABC
Certificate IV in Plumbing (Services Design)2402ADC
Certificate II in General Construction BCG20198P [Painting and Decorating – Pre-Apprenticeship]
Certificate III in General Construction (Painting & Decorating)BCG30498 [Apprenticeship]
Apprenticeship Certificate in Sign Industry20088VIC
Certificate II in Sign Industry20087VIC
Certificate IV in Sign Technology21000VIC

Electrotechnology Department
Certificate I in Electrical (Pre-Apprenticeship)14935VIC
Certificate IV in Electrical2406ANC [Motor Control Stream]
Diploma of Computer (Internetworking) Systems2506AJC
Certificate IV in Computer (Internetworking) Systems2406APC
Certificate II in Computer [Internetworking] Systems2206AJC
Certificate I in Computer [Internetworking] Systems2106AHC
Certificate III in Electrotechnology Entertainment and ServicingUTE30799 [Streams in Audio – Analogue, Audio – Digital, Electronic Appliances, and Video]
Certificate III in Electrotechnology Computer SystemsUTE30599 [Streams in Business Equipment, Control, Data Capture, Networks]
Certificate III in Electrotechnology CommunicationsUTE30499 [Streams in Broadcast, Microwave and Satellite]
Advanced Diploma in Electronics Engineering Analogue and Digital (Streams in Analogue and Digital, Communications and Medical Equipment)UTE60399
Advanced Diploma in Computer Systems EngineeringUTE60199

Information Technology Department
Certificate II in Information Technology (Computer Applications)2209ABC
Certificate III in Information Technology (Software Applications)ICA30199 [Web Pages]
Certificate IV in Information TechnologyICA20199
Certificate IV in Multimedia14933VIC
School of Business

Administrative and Legal Studies Department
Certificate IV in Electronic Publishing2403AFC incorporating Certificate II in Desktop Publishing2203AFC
Certificate III in Business (Legal Administration)BSA30200
Certificate IV in Business (Legal Services)BSA40200
Advanced Diploma of Business (Legal Practice)20055VIC
Diploma of Business (Administration)BSA50197
Certificate IV in Business (Administration)BSA40197
Certificate III in Business (Office Administration)BSA30197
Certificate II in Business (Office Administration)BSA20197

Management and Marketing Department
Diploma of Frontline ManagementQLD7042
Certificate IV in Frontline ManagementQLD7041
Certificate III in Frontline ManagementQLD7040
Certificate IV in Business (Human Resource Administration)20051VICB
Diploma of Business (Human Resource Operations)20053VICB
Advanced Diploma of Business (Human Resource Management)20055VICB
Advanced Diploma of Management14246ACT
Diploma of Management14247ACT
Certificate IV in Management14248ACT
Certificate III in Management14249ACT

Advanced Diploma of Business (Operations Management)20055VICC
Diploma of Business (Operations Management)20053VICC
Certificate IV in Business (Operations Management)20051VICC
Certificate IV in Business (Advertising)20051VICA
Diploma of Business (Advertising)20053VICA
Advanced Diploma of Business (Advertising)20055VICA
Advanced Diploma of Business (Marketing)20055VICF
Diploma of Business (Marketing)20053VICF
Certificate IV in Business (Sales and Marketing)20051VICF
Advanced Diploma of Business (International Business)20055VICE
Diploma of Business (International Trade)20053VICE
Certificate IV in Business (International Trade)20051VICE
Advanced Diploma of Business (Public Relations)20055VICD

Financial Services Department
Certificate III in Financial ServicesFNB30199
Advanced Diploma in AccountingFNB60299
Diploma in AccountingFNB50299
Diploma of Business (Banking and Finance)90025NSW
Course in Real Estate for Agents’ Representatives2004AAA
Certificate IV in Business (Estate Agency Practice)2404ADA
Course in Introduction to Call Centre OperationsBB07
Certificate II in Telecommunications (Call Centres)ICT20499
Certificate III in Telecommunications (Call Centres)ICT30599
Certificate IV in Telecommunications (Call Centres)ICT40599
Diploma in Customer Contact Management3113BBCCM0 [contact Department for details]

Western Business Enterprise Centre
Certificate II in Security (Guarding)PRS20198
Certificate III in Security (Guarding)PRS30198
Certificate III in Small Business Management2304ACC
Certificate IV in Small Business Management15703SA
Diploma of Small Business Management15702SA
Certificate IV in Business Facilitation3113WSB57

School of Engineering, Science and Industrial Skills

Automotive and Fabrication Department
Certificate I in EngineeringMEM10198F
Certificate II in Engineering (Production)MEM20198F
Certificate II in Engineering (Production Technology)MEM20298F
Certificate III in Engineering (Production Systems)MEM30198F
Certificate III in Engineering (Fabrication Trade) MEM30398 [Light and Heavy]
Certificate IV in Engineering Technology 20018 VICF [Fabrication]
Diploma of Engineering Technology 20019 VICF [Fabrication]
Certificate I in Automotive AUR10199
Certificate II in Automotive Administration (Clerical) AUR20199
Certificate II in Automotive Mechanical (Driveline) AUR20999
Certificate II in Automotive Mechanical (Exhaust Fitting and Repair) AUR21099
Certificate II in Automotive Mechanical (Radiator Repairs) AUR21299
Certificate II in Automotive Mechanical (Steering and Suspension) AUR21399
Certificate II in Automotive Mechanical (Tyre Fitting and Repair Light) AUR21599
Certificate II in Automotive Mechanical (Underbody) AUR21699
Certificate II in Automotive Mechanical (Vehicle Servicing) AUR21799
Certificate II in Automotive Technology 21110 VIC
Certificate III in Automotive – Repair, Services and Retail 2306 AGB [Streams in Light Vehicle Mechanic, Panel Beating, Vehicle Painting]
Certificate III in Automotive Mechanical (Automotive Transmission) AUR30299
Certificate III in Automotive Mechanical (Brakes) AUR30399
Certificate III in Automotive Mechanical (Diesel Fuel Specialist) AUR30599
Certificate III in Automotive Mechanical (Drive Line) AUR30699
Certificate III in Automotive Mechanical (Light Vehicle) AUR31099
Certificate III in Automotive Mechanical (Motor Cycle) AUR31199
Certificate II in Automotive Sales (Automotive Aftermarket) AUR21999
Certificate II in Automotive Sales (Replacement Parts and Accessories) AUR22099
Certificate II in Automotive Sales (Vehicle) AUR22299
Certificate II in Automotive Sales (Warehousing) AUR22399
Certificate III in Automotive Sales (Parts Interpretation) AUR31399
Certificate II in Automotive Vehicle Body (Accessory Fitting - Mechanical) AUR22499
Certificate II in Automotive Vehicle Body (Detailing) AUR22599
Certificate II in Automotive Vehicle Body (Dismantling) AUR22699
Certificate II in Automotive Vehicle Body (Paint/Panel Preparation) AUR22899
Certificate II in Automotive Vehicle Body (Window Tinting) AUR22999
Certificate III in Automotive Vehicle Body (Panel Beating) AUR31699
Certificate III in Automotive Vehicle Body (Vehicle Painting) AUR31899
Certificate IV in Automotive AUR40199
Certificate II in Bicycles (Services) AUR23099
Certificate III in Bicycles (Mechanics) AUR31999
Certificate III in Bicycles (Sales) AUR32099
Certificate II in Marine (Sales) AUR23199
Certificate II in Marine (Services) AUR23299
Certificate III in Marine (Installation) AUR32199
Certificate III in Marine (Mechanics) AUR32299
Certificate III in Marine (Sales) AUR32399
Certificate II in Outdoor Power Equipment (Services) AUR23399
Certificate III in Outdoor Power Equipment (Mechanics) AUR32499
Certificate III in Outdoor Power Equipment (Sales) AUR32599

**Industrial Skills Training Centre**

Course in Cranes [contact Department for details]
Course in Rigging – Basic [contact Department for details]
Course in Rigging – Intermediate [contact Department for details]
Course in Rigging – Advanced [contact Department for details]
Course in Safe Lifting (Load Slinging) [contact Department for details]
Course in Scaffolding – Basic [contact Department for details]
Course in Scaffolding – Limited Height [contact Department for details]
Course in Scaffolding – Intermediate [contact Department for details]
Course in Scaffolding – Advanced [contact Department for details]
Course in Dogging [contact Department for details]
Course in Earthmoving [contact Department for details]
Course in Trench Shoring and Safety [contact Department for details]
Course in Forklift Operating [contact Department for details]
Course in Elevating Platform Vehicle Operators [contact Department for details]
Driver Training [contact Department for details]
Driver Education [contact Department for details]
Certificate III in Civil Construction (Plant) BCC30198
Certificate III in General Construction BCG31398
Certificate I in Transport and Distribution (Warehousing) TDT10197
Certificate II in Transport and Distribution (Warehousing) TDT20197
Certificate III in Transport and Distribution (Warehousing) TDT30197
Certificate I in Transport and Distribution (Road Transport)TDT10297
Certificate III in Transport and Distribution (Road Transport)TDT30297
Certificate II in Transport and Distribution (Road Transport)TDT20297
Certificate III in Transport and Distribution (Mobile Crane Operations)TDT30998
Certificate IV in Transport and Distribution (Mobile Crane Operations)TDT40998
Certificate III in Road Transport (Motor Vehicle Driving Instruction)2311AEA
Course in Dangerous Goods2011ADC

Mechanical Manufacturing and Civil Engineering Department
Certificate I in Engineering Technology2106AIC
Certificate I in EngineeringMEM10198
Certificate II in Engineering (Production)MEM20198
Certificate II in Engineering (Production Technology)MEM20298
Certificate III in Engineering (Production Systems)MEM30198
Certificate III in Engineering (Mechanical Trade)MEM30298
Certificate III in Engineering (Technician)MEM30598
Certificate IV in Engineering Technology20018VIC
Certificate IV in Engineering (Higher Engineering Trade)MEM40198
Diploma of Engineering Technology20019VIC [Streams in Civil, Manufacturing, Mechanical, and Mechatronics]
Advanced Diploma of Engineering Technology20020VIC [Streams in Civil, Manufacturing, Mechanical, and Mechatronics]
Advanced Diploma of Engineering Technology (Principal Technical Officer)14309VIC [Streams in Civil, Manufacturing, Mechanical, and Mechatronics]

Science and Food Technology Department
Certificate II in Science (Bridging)2212AMC
Certificate III in Science (Bridging)2312ACC
Certificate II in Animal StudiesRUV20198
Certificate III in Animal StudiesRUV30198
Certificate III in Animal TechnologyQLD3757
Certificate IV in Animal Technology2411ARC
Diploma of Applied Science (Animal Technology)QLD3522
Certificate IV in Veterinary NursingRUV40198
Certificate III in Occupational Health & SafetyQLD1893
Certificate IV in Occupational Health & SafetyQLD1892
Diploma of Occupational Health & SafetyQLD1891
Certificate III in Health (Hospital Pharmacy Technician)2307AEC
Certificate IV in Food Technology2406ASC
Certificate IV in Transport and Distribution (Warehousing)TDT40197
Diploma of Transport Distribution (Logistics)TDT51098
Advanced Diploma of Transport Distribution (Logistics)TDT61098
Certificate III in Laboratory SkillsQLD3758
Certificate IV in Laboratory TechniquesPML40199
Diploma of Laboratory TechnologyPML50199
Diploma of Laboratory Technology (Process Manufacturing Testing)PML50199
Diploma of Laboratory Technology (Pathology Testing)PML50199
Diploma of Laboratory Technology (Biological and Environmental Testing)PML50199
Diploma of Laboratory Technology (Food Testing)PML50199
Advanced Diploma of Laboratory OperationsPML60199
Certificate II in HorticultureRUH20198
Certificate II in Horticulture (Production)RUH20898
Certificate II in Horticulture (Nursery)RUH20598
Certificate II in Horticulture (Arboriculture)RUH20298
Certificate II in Horticulture (Landscape)RUH20498
Certificate II in Horticulture (Turf Management)RUH20798
Certificate II in Horticulture (Floriculture)RUH20398
Certificate II in Horticulture (Landscape)RUH20498
Diploma in Natural Resource Management2509AEC

School of Further Education and Employment Services

Adult Literacy and Work Education Department
Certificate I in General Education for Adults (Foundation)2112AFC
Certificate II in General Education for Adults2212AKC
Certificate II in General Education for Adults (Further Study)2212ALC
Specialised Programs
Certificate I in Vocational Studies (Transport and Distribution)15598VIC
Diploma of Further Education21015VIC
Certificate IV in Further Education21014VIC
Certificate I in Work Education21108VIC
Arts and Preparatory Programs Department
Diploma of Arts (Small Companies and Community Theatre)21052VIC
Diploma of Arts (Professional Writing and Editing)21124VIC
Certificate IV in Professional Writing and Editing21123VIC
Access Program – Women2100KFM
Science for Nurses2290HZB [Gateway to Nursing and the Health Sciences]Preparation for Tertiary Studies [Arts]2200LZO
Certificate I in ESL Access14378VIC
Certificate II in ESL Access14379VIC
Certificate I in General Education for Adults (Foundation)2112AFC
Certificate II in General Education for Adults2212AKC
Certificate II in General Education for Adults (Further Study)2212ALC
Diploma of Liberal Arts2503ANC
Certificate IV in Liberal Arts2403AGC
Adult Victorian Certificate of Education (VCE)2200LZV

Music Programs
Certificate IV in Music Industry Skills (Performance/Composition)13057VIC
Certificate IV in Music Industry Skills (Sound Production)14266VIC
Diploma of Sound Production14475VIC
Diploma of Contemporary Music (Performance/Composition)13058VIC
Certificate IV in Music Industry (Business)CUS40301

Language Studies Department
Certificate IV in ESL (Academic Purposes)14374VIC
Certificate IV in ESL (Vocational Purposes)14377VIC
Certificate IV in ESL (Access)14381VIC
Certificate II in ESL (Academic Purposes)14372VIC
Certificate II in ESL (Vocational Purposes)14375VIC
Certificate II in ESL (Access)14379VIC
Certificate III in ESL (Academic Purposes)14373VIC
Certificate III in ESL (Vocational Purposes)14376VIC
Certificate III in ESL (Access)14380VIC
Certificate I in ESL (Access)14378VIC
English as a Second Language2100LDL [Academic Purposes]

School of Human Services, Art and Multimedia

Art, Design and Multimedia Department
Diploma of Arts (Graphic Arts)12861VIC
Diploma of Arts (Visual Art)12857VIC
Certificate IV in Arts (Applied Design)15727VIC
Advanced Diploma of Art (Electronic Design and Interactive Media)2603AAC
Advanced Diploma of Arts (Graphic Design)12862VIC
Certificate II in Arts (Interactive Multimedia)2203AGB

Child Studies Department
Diploma of Community Services (Children’s Services)CHC50399
Certificate IV in Community Services (Children’s Services)CHC40399
Certificate III in Community Services (Children’s Services)CHC30399
Advanced Diploma in Community Services (Children’s Services)CHC60399

Health Services Unit
Certificate IV in Health (Nursing)2407ADC
Certificate IV in Pathology Collection2407ALC

Library Studies Unit
Diploma in Library and Information ServicesCUL50199
Certificate III in Library and Information ServicesCUL30199

Social and Community Studies Department
Diploma of Community Services (Welfare Studies)2507ABC
Diploma of Social Science (Justice)2504ACC
Certificate IV of Social Science (Justice)2404AIC
Diploma of Community Services (Community Work)CHC50699
Diploma of Community Services (Youth Work)CHC50999
Diploma of Business (Community Services and Health Management)2504AIC
Diploma of Community Services (Disability Work)CHC50799
Diploma of Community Services (Alcohol and Other Drugs Work)CHC50299
Certificate III in Community Services (Disability Work)CHC30799
Certificate IV in Community Services (Disability Work)CHC40799
Certificate II in Community Services (Community Work)CHC20499
Certificate III in Community Services (Community Work)CHC30699
Certificate IV in Community Services (Aged Care Work)CHC40199

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Diploma in Counselling 3113GWD40

**Sport and Recreation Department**

Graduate Certificate in Career Counselling for Elite Performers (Dance/Music/Sport) [contact Department for details]
Certificate III in Fitness SRF30201 [contact Department for details]
Certificate II in Sport and Recreation SRO20199
Certificate III in Sport and Recreation SRO30199
Certificate IV in Sport and Recreation SRO40199
Certificate IV in Sport (Development) SRS40399
Certificate IV of Sports Science (Golf) 3113SRG35
Diploma of Sports Science (Golf) 3113SRG36
Diploma of Sport and Recreation SRO50199
Certificate III in Racing (Greyhound) – Kennelhand level 2 RGR30598

**School of Hospitality and Personal Services**

**Personal Services Department**
Certificate II in Modelling 2211ARC
Certificate II in Nail Technology WRB20199
Certificate III in Beauty WRB30199
Certificate IV in Beauty Therapy WRB40199
Diploma of Beauty Therapy WRB50199
Certificate II in Retail Cosmetic Assistant WRB20399
Diploma of Entertainment (Makeup) CUE50798
Certificate III in Health Science (Therapeutic Massage) 3113BT001
Certificate IV in Health Science (Remedial Massage) 3113BT002
Diploma of Health Science (Massage) WAO350
Certificate II in Hairdressing WRH20100
Certificate III in Hairdressing WRH30100
Certificate IV in Hairdressing WRH40100
Certificate I in Retail Operations WRR10197
Certificate II in Retail Operations WRR20197
Certificate III in Retail Operations WRR30197
Certificate IV in Retail Management WRR40197
Diploma of Retail Management WRR50197

**Hospitality and Tourism Department**
Certificate I in Hospitality (Kitchen Operations) THH11197
Certificate I in Hospitality (Operations) THH11097
Certificate II in Hospitality (Operations) THH21897 [Food and Beverage Services]
Certificate II in Hospitality (Operations) THH21897 [Housekeeping/Front Office]
Certificate III in Hospitality (Commercial Cookery) THH21297
Certificate III in Hospitality (Commercial Cookery) THT31597
Certificate III in Hospitality (Accommodation Services) THH32897
Certificate IV in Hospitality (Food and Beverage Supervision) THH42397
Diploma of Hospitality (Management) THH51297
Advanced Diploma of Hospitality (Management) THH60297
Certificate IV in Tourism (Team Leading) THT40298
Certificate IV in Tourism (Sales and Marketing) THT40198
Certificate III in Tourism (Visitor Information Services) THT30698
Certificate III in Tourism (Tour Operations) THT30498
Certificate III in Tourism (Retail Travel Sales) THT30298
Diploma of Tourism (Marketing and Product Development) THT50198
Advanced Diploma of Tourism Management THT60198 [Marketing and Product Development]
Diploma of Tourism (Operations Management) THT50398
Advanced Diploma of Tourism Management THT60198 [Operations Management]