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How to use this book

Welcome to the Faculty of Human Development Handbook 2004. 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 Student Centre information line on (03) 9688 4478 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, Malaysia, Thailand, Vietnam and the People's Republic of China.

The Faculty has four schools; Education (Footscray Park, Melton and at Sunbury Campuses), Health Sciences (St Albans, City Flinders Lane and City King campuses), Nursing and Midwifery (St Albans Campus) and Human Movement, Recreation and Performance (City Flinders Lane, Footscray Park, Melton and Sunbury campuses) and an emerging Graduate School. All have a similar objective the 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 seeks to 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, industry partnerships 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 inter disciplinary 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 human development and ageing across the lifespan and these are utilised by all the units of the Faculty, further encouraging interdisciplinary work.

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. A dedicated research centre, centre for Rehabilitation, Exercise and Sports Science (CRESS), provides a focus for postgraduate research students and also an opportunity for undergraduate students to be involved in the investigation and extension of knowledge. The Alma Unit for Research on Ageing (AURA) across the lifespan provides a focus for postgraduate students engaged in studies on aged services management. All of these units provide opportunities for staff and students to develop skills and practice the techniques of their professions.

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 or a Professional Doctorate 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 disciplines to bring a variety of perspectives to the project.

The Faculty is particularly active in flexible modes of delivery utilising web-based and print media.
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 Traditional 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 inclusive 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 endeavors 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 an integrated research and teaching unit concerned with all areas of ageing focusing on the lives and health of women and men over the age of 65 years. This unit brings together a core team of multidisciplinary researchers and educators and has a particular interest in interdisciplinary programs and activities including: aged care management services; ageing well; gerontic nursing; health and well-being; 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 counseling during and at the end of the semester.

FORMAL PROCESS

Faculty 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 examining 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; and
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:
- lodge a submission in writing to the Academic Progress Committee which details why their progress was not satisfactory, and
- 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, educator, 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; or
- permit the student to continue in the course subject to specified conditions; or
- recommend to the Academic Board that the student be:
  (i) excluded from the course; or
  (ii) suspended from the course for a specified period.
- grant a period of leave of absence up to one year; or
- 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) A deferral is granted it will be for a period of up to two semesters.

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.

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 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, Deferral 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 mandatory. Attendance at work integrated learning sites (Project Partnerships, clinical placements, fieldwork) is mandatory.

School of Health Science
School of Nursing and Midwifery

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 2004 International prospectus for further details.
Staff

University Officers

Visitor
His Excellency Mr John Landy AC, MBE
Governor of Victoria

Chancellor
The Hon Justice Frank Vincent QC

Deputy Chancellor
Dianne Fogg DipTching, DipPhysEd, GradDipMulticultEdMelb

Distinguished Visitor and Chair of the University Foundation
The Rt Hon Sir Zelman Cowen AK, GCMG, GCVO, DCL,Oxy, QC

Distinguished Professorial Fellow
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Principal Officers of the University

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Deputy Vice-Chancellor
Vacant

Deputy Vice-Chancellor
Professor Michael Hamerston BA, MEdMelb, MALond, ATEA, AUSTAFE

Deputy Vice-Chancellor and Director of TAFE
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Pro-Vice-Chancellor (Research and Development)
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Executive Director (Finance)

Staff of the Faculty of Human Development

Office of the Dean
Dean
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Claudette Butler

Administrative Officers—Faculty Office
Angela Tassone

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Cathy Oliva BBusMonash

Faculty Courses Officer
Christine Cartledge

International Operations Officer
Leonie Grouios AssDipBusStudSecWestMetroTAFE

Faculty Project Officer
Jan King BScMonash

Faculty Research—Administrator
Grace Schimpar DipBus(Admin) VicMelb

Ethics Officer
Erika Moreno BSc(Psy)VicMelbGradDipAppPsyVicMelb

Faculty Timetabler
Ann Proctor

Faculty Student Centre Network

Footscray Park Campus
Head of Centre
Nadia Foster BSWiltshire, GradDipCrimMelb, GradDipAppPsychVicMelb

Administrative Officer—Academic Progress
Grace Pulls AssDipSecStudsVicMelb

Administrative Officer—Admissions
Philomena Fernandes.
PhD Professor Rohenna Jocelyn Angus
Anne McMillan
Tony Marichal
Health Club Supervisor
Wendy
Administrative Officer
George
Dry Program Coordinator
Operations Manager
Victoria University Aquatic and Fitness Centre
Age Care Services Coordinator
Vacant
Administrative Officer-AURA
Senior Lecturer
Aik-Lee Wee
Institute for Youth, Education & Community (YECE)
Vacant
The Alma Unit for Research on Ageing (AURA)
Senior Lecturer
Susan Foxman Feldman BA(Hons),MA
Administrative Officer-AURA
Vacant
Age Care Services Coordinator
Jocelyn Angus RN, BA(Psych) DipGerontology PhDLaT
Victoria University Aquatic and Fitness Centre
Operations Manager
Richard Wood BSc(Hons) (DMS)
Dry Program Coordinator
George Munro
Administrative Officer
Wendy Munro
Rohemna Young BAppSc VicMemb
Health Club Supervisor
Tony Marichal
School of Education
Head of School
Brenda Cherednichenko
TPTC Torrak, DipArtsDoakins, BEdTorrak, MSc(Ed)Roch, PhDMelb, MACE
Personal Assistant to Head of School
Melissa Nankervis
School Administrator
Linda Tuddenham
Administrative Officer-School Officer
Vacant
Partnership Officer
Natalie Vernuccio
BEdMelb DipTV&Med, DipLib&InfoMelb, MAPS
Professor:
Maureen Ryan
TPTC Torrak, BA(Melb), MEdMonash, PhDMelb,
Associate Professor
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PhDMelb
Lecturers
Robyn Broadbent
BSc(Hons), GradDipSecEd/TV&Med, MARMIT
Marcelle Cacciatiolo
BLaT, DipEdLaT, PhDMonash
Cathryn Carpenter
BEdMelb, GradDipPhys, MAClifford
Anne Davies
DipTV(Prim), BEdLaT, MEdLaT
Bill Eckersley
DipTchPrim, BEd, GradDipEdAdminMecphee,
GradDipSpEdMelb, MScOregon, PhDOregon
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David Jones
BScMelb, DipEd, BEdLaT
Loy Lichtman
BEdLaT, TTTGSCVH, MEdMelb, DipArtand
DesignCT, GradDipArtVCA
Lawrence Mahon
DipT, BEd, GradDipEdLaT
Margaret Malloch
BA, BEd, Melb, PhDMonash
John Martino
BArtT, DipEd, PhDLaT
Mary-Rose McLaren
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Intensive School of English, LTCD(Leaping)TrinityCollege
Sara Mulkearns
DipT-ACT, GradDipSportsScience, Doakins
Rosemary Mulaney
BEdHons, BEdMelb, GradDipSpecEdUniv of
Canberra, MEdUniv of Canberra, MACE, PhDMelb
Christine Riddell
BA, DipEd, MEd, MTESOLMonash
Jill Sanguinetti
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Vijay Thalalothi
BSc, GradDipCompSciWollumbun, MSc, MEd, PhDLaT
Peter Thomas
BA(Hons)Melb, DipEdMelb, GradDipEdCompMonash
Colleen Vale
BEdMelb, DipEdMelb, PhDLaT
Anthony Watt
BEd(Hons)UniWaPhD'78
Adult Literacy and Numeracy Australian Research Consortium (ALNARC)
National Office Director
Christine Riddell
BA, DipEd, MEd, MTESOLMonash
Researcher
Loz Suda
BAct, DipEdMelb
Victorian Industry Education Partnerships (VIEP)
Chair
Professor Maureen Ryan
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MAPS
Executive Officer
Wende Moss
CertIV Workplace Assessment and TrainingMelb,
CertAdultLearningMelb, DipT(TAFE)Clifford, GradDipBusDoakins,
MEdTV&Med
STAFF—FACULTY OF HUMAN DEVELOPMENT

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

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

School of Health Sciences

Head of School
Vacant

Associate Professor
Peter Gibbons MB, BSlov, DOBIO, DM-SMedSci-Applh, FRSH

Personal Assistant to Head of School
Suzanne Brand

School Administrators
Ann Caras
Lucy Price

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

Anatomy Laboratory Manager
Jim Johnson CertMelbLabTech SAInstrTech

Clinical Laboratory Manager
Vacant

Clinical Laboratory Technicians
Jan Carter SEN
Sal Salanitri

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

Osteopathic Sciences

Lecturers
Melanie Cameron BabAppSc(Osteos)RMIT, MHSc
Annie Carter BA (Hons)Melb, GradDipOsteHealthMonash, MBBSMelb, GradDipTerExEdVicMelb
Gary Fryer BabAppScOut
Cameron Gosling BabAppScRMIT, GradDipExresRehab, MAppScVicMelb
Jenny Hynes BabAppScLincolnInst
Jim Kiatos MBBS-Albem, ND
Patrick Mclaughlin BabAppScFIT, MAppScVicMelb
Brian Nicholls DOUK, MACantab

Paramedic Sciences

Lecturers
Auston Balon-Rotheram CertFilmTV, CertAppSc, DipT, DipAc, GradCertMgt, MEd
Steve Burgess ADip, HthScCert, MICAcert., BHlthSc, MPH.
Kat Crozier BSAnatomy MScReproductiveBiologyOtago NUNZ
Brett Williams BabAppScTas, AssDipHScMonash, AdvDipMonash, ParamedCertCharlesStuart, BHSc/VicMelb, BAVEdTas, GradCertIntensiveCareParamedVicMelb,

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Senior Lecturers
Shelley Beer BA(Monash),GradDipWomensHlthMelb, GradDipChineseHerbalMed-AICOM, AdvCertClinicClinicalStudNanjingTCM, GradCertChineseMedPracBeijingCollegTCM
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Sue Rodger-Withers BScMelb, DipAc-ACA, DipChineseherbalMedNanjingTCM, GradDipHnmpACH
GradDipChineseHerbalMed-AICOM, PhDMelb
Deyuan (David) Wang BMelbChina, MHCptVicMelb
Vivienne Williams DipAc, CertOrientalMassage, CertHerbalMedLA-IC, AdvDipTransRNB98, BHScVicMelb, GradDipHealthCounsellingVicMelb, CertAccuClinicInternBeijing
Hong Xu BMelbChina

School of Human Movement, Recreation and Performance

Head of School
Professor Terence Roberts BPHE, MPEWindoors, PhDMinn

Personal Assistant to Head of School
Dominique Rechichi

School Administrator
Flo Reay

School Courses Officer
Anna Calidonna BBus (Mgt) V & Melb

Technical Officer
Ian Fairweather CertElectMYC
Rob Stokes BEngTCAE

Associate Professors
Mark Anderson BACalifornia, MScSanDiego, PhD-Arizona
Preccilla Choi BS(Hons) EastLndon, PhDLndon
Denis Coleman BEdStud (Hons)QldGradDipCompEd (Brisbane CAE, MA Recreation, Maryland, PhDGriffith
Michael McKenna BSoc(Hons), DipEd, MSc, PhDMelb
Mark Minchinton BA(Monash, PhDMelb
Bob Stewart BSc, MA, MBAMonash, PhDLaT

Senior Lecturers
Richard Baka BA, BPEMMe, MAWOut, PhD-Alla
Rezaul Begg BSc, MSc, PhD-Abderen
Russell Best BA, BSc(Hons), MScSelf, PhDSelf
Annie Binkley BA, MScFlorida State RedIndia, Elizabeth Dempster BACANZ
Chris Hallinan DipTeach Mitchell, BSci-Albama, MEd, PhDTaylor
Dennis Humphill BA(Monash), MWAOut, PhDTennessee
Peter Kalmund BEd, MEDLaT, GradDipAdolDevSwansea, DipYouthWork
Daryl Marchant BabAppSc(PE)VicMelb, DipEdRusden, MA-Alberta, PhDVicMelb
Steve Selig BSc(Hons), DipPhysEdMelb, PhDMonash
John Tower BABMelb, MEDF/Aust
Judith Walton TeachCertHull, GradDipMovement&DanceMelb

Lecturers
Christine Babinskias GradDipEd Hawthorn, DipDramaicArtsVCA, MA/Vic, Melb
Anne Browne BabAppSc, DipEdMelb, MEDStudMonash
Michael Burke BabAppSc(PE), MA/VicMelb, PHD V & Melb
Melinda Craike BArt(LeisureMgmt)Hons(Monash) Griffiths
Angela Dressler BEDrassenden
Roger Funk BabAppSc(Physio)RMIT, GradDipEdHawthorn
Clare Hanlon BEDivan poop, Dip Ed AUC, MWAppSc(SportsAdmin)Ballarat
Rob Hess BA(Hons)Monash, DipEdLaT, MA-Alberta, PhD V & Melb
Con Hysomalladis BabAppSc(PE), MAppSc, PhDVicMelb
Matthew Nicholson BA(Hons)Melb, PhDMelb
Harriet Speed BSc(Hons)(Psych)W/F/Aust, PhDW/Aust

15
School of Nursing and Midwifery

Head of School
Vacant

Personal Assistant to Head of School
Vi Kacevska

School Administrator
Anna Matkowsky

Assistant Clinical Coordinator
Cora Smith

Laboratory Technician
Mary Ann Cracker

Professor
Helen Baker RN Div1, PhD, BNSg(Hons), GradCertInfCtrl & Steril, GradCertQ.A., FCNA, FCN(NSW), SIGMA THETA TAU
Colin Torrance DipLifeScience Nursing, Queen Margaret College, Edinburgh (Dip LScN) BSc (Hon) Physiology King's College London PhDEdinburgh

Associate Professors
Terence McCann PhDNow, MANav, Sociology(Research) BA Open, UK. Social Science & Research RNT Lester registered Nurse tutor. Dip Nurs
Valerie MacKinnon RN Div1, DipAppScComHealthNsgPreston, BAppScAdvNsgEdPhillipIT, MEdMeb, FRCNA

Senior Lecturers
Patricia Burton RNDiv1, DipAppSc, BAppScPhillipIT, BSc, MEadMeb, FRCNA
Jenny Cheung RNDiv1, Midwifery, DipNephro-urological Nsg, IntensCareCertUK, DipNsgEd, BAppScAdvNsgEdLincolnInst, MEadStud, PhDMonash, FRCNA
Daniel Chew RNDiv1, ClinicalTeachCertUK, DipEdUK, BEd, MEadLaT, PhDLaT

Lecturers
Cally Berryman RNDiv1, SipCHNsg, BAppSc, MEad, PhDMeb.
Mary-Anne Bro RNDiv1, Midwifery, BADundun, PhDLaT.
Elvira Brown RNDiv1, Midwifery, BAppScAdvNsgEdPhillipIT, MRCNA
Diane Cheung RNDiv1, RM, PaedNsgCert, PaedInstensCareCert, BAppScAdvNsgPhillipIT, MEadStudMonash
Lee Chiu RNDiv1, Midwifery, MRCNA, ONG(Hons), BAppScAdvNsgEdPhillipIT, MNSStudLaT
Joan Deegan RNDiv1, IDCert, BEd, GradDEdStud, MEadMeb
Finbar Hopkins RNDiv1, Midwifery, BAppScE.Cowen, GradDEdWomensHealthMeb, WMMensStudies
Mary Huynh RNDiv1, BAppScAdvNsgEdPhillipIT, MEadLaT
Gina Krugler RN, Certified Midwife (UK), GradDipClin Nurse Prae & Mgr (AdvMid) (RMIT), FPC,MIN
Meng Lim RNDiv1, BScN, BAFinal, BNsgSACA, MNRMIT
Leonie Murphy RNDiv1, Midwifery, BALat, BAppScAdvNsgEdPhillipIT, MEadStudMonash, MRCNA
Geraldine Rebeiro RNDiv1, Midwifery, BAppScLaT, BEdStudMeb, MEadStudMeb
Julie Watts RNDiv1, CertNeuroMedSurgNsg, BAppScAdvNsgEdLincolnInst, GradDipHealthServMgbRMIT, MBusRMIT
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.

The Bachelor of Arts – Early Childhood enables Diploma qualified childcare workers to articulate to a Bachelor of Arts Early childhood Education. 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 — Early Childhood Education also articulates from TAFE qualification.

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

Course Offerings

In 2004 the School of Education will offer the following undergraduate courses:

Bachelor of Arts
- Computer Mediated Art
- Computer Mediated Art & Multimedia (Honours)
- Early Childhood Education
- Youth Studies

Bachelor of Education
- Pre-Service Program P-12
- Post-Registration (Year 4)

Bachelor of Education (Nyerra Studies) Program
- incorporating:
  - Bachelor of Arts (Nyerra Studies)
  - Diploma of Community Services
  - Youth Work
  - Associate Diploma of Arts
  - Recreation/Fitness Leadership
  - Certificate in Occupational Studies
  - Social and Community Services

Bachelor of Arts - Computer Mediated Art

Course Code: ABXC

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>Semester One</th>
<th>Credit</th>
<th>Hours/week</th>
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</thead>
<tbody>
<tr>
<td></td>
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<td>HFC1002</td>
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</tbody>
</table>
Semester Two

ACF1006 Cyberculture Studies 15 3
AFC1003 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
HFC2004 Experimental Art 15 4
Elective 15 3

Semester Two

AFC2002 Aesthetics and Art Criticism 15 3
HFC2005 Introduction to 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
HFC3004 Installation Art 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 1,040

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.

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 to six 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 Community Services (Children's Services); 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 Subjects (Part time mode)

Year One

Semester One

HEB1610 General Studies: Current Research in Early Childhood Education 15 3
HEB1620 General Studies: Development Studies 1 15 3
**Undergraduate Studies**

**Semester Two**

HEB2010 Mathematics & Numeracy Education 15 3

HEB1020 Language, Education and Culture 15 3

**Year Two**

**Semester One**

HEB3010 Science, Technology & Numeracy 15 3

HEB3020 Curriculum Theory 15 3

**Semester Two**

HEB1630 General Studies: Development Studies 2 15 3

HEB2020 Arts and Literacy Education 15 3

**Year Three**

**Semester One**

HEB1640 General Studies: Administration and Management 15 3

HEB4010 Physical Education, Health and Community 15 3

**Semester Two**

HEB3040 Inclusive Education 15 3

HEB1650 General Studies: Policy and Practice in Early Childhood Education 15 3

Course Total: 180

Course Hours (including partnership) 1,236

* = Number of Project Partnerships Days

**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 inter-professional collaboration in supporting young people; and
- practice interagency/inter-professional collaboration through involvement in community based projects.

**Admission Requirements**

To qualify for admission to the course applicants must normally possess a Diploma of Community Services (Youth Work), 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>Semester One</th>
<th>Credit Points</th>
<th>Hours/week</th>
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<tbody>
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<table>
<thead>
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<table>
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<th>Semester Three</th>
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</table>

Course Total: 180

**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 degree, for example a Bachelor of Arts or a Bachelor of Applied Science.
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>
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<tbody>
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<td>Elective General Studies Subjects 30</td>
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<td>Hours (including Partnership days) 468</td>
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<table>
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<th>Year Two</th>
<th>Credit Points</th>
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<td>Total Year Two: Credit Points 120</td>
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</table>

Credit Points Hours (including Partnership days)

Year Three

| Semester One | HEB3010 Science, Technology & Numeracy 15 4 | 11(23*) |  |
| HEB3020 Curriculum Theory 15 2 |  |  |
| Elective General Studies Subjects 30 6 |  |  |
| Semester Two | HEB3030 SOSE and Literacy Education 15 4 | 11(22*) |  |
| HEB3040 Inclusive Education 15 2 |  |  |
| Elective General Studies Subjects 30 6 |  |  |
| Total Year Three: Credit Points 120 | Hours (including Partnership days) 442 |  |  |

Year Four

| Semester One | HEB4010 Physical Education Health and Community 15 4 | 7(15*) |  |
| HEB4020 Mentoring Literacy and Numeracy 15 3 |  |  |
| HEB4030 Change in Education 15 2 |  |  |
| HEB4040 Education Studies 15 2 |  |  |
| Semester Two | HEB4050 Planning in Education 10 2 |  |  |
| HEB4060 Systems and Issues 10 2 |  |  |
| HEB4070 Partnerships and Practice 30 0 |  |  |
| Total Year Four: Credit Points 120 | Hours (including Partnerships days) 533 |  |  |
| Course Total credit points: 480 | Course Total hours 1,911 |  |  |

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.

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.
Social Inquiry
HEB0060 Professional Collaboration 15 4
HEB0061 Working with Aboriginal Young People 15 3
HEB0062 Studies of Society and Culture 15 3
HEB0063 Policy and Crises Education 15 3
HEB0064 Social Inquiry, Theory & Research 15 3
HEE2190 Youth and Community Studies 2 15 3

Visual Arts
HEB0030 Introduction to the Visual Arts 1 15 4
HEB0031 Introduction to the Visual Arts 2 15 4
HEB0032 Studio Practice 15 4
HEB0033 Computer Aided Art 15 4
HEB0034 Special Project 15 4
HEB0035 Action Research – Art 15 4

Drama
HPE4600 Drama 2A: Scripted Production 15 4
HPE4610 Drama Composition 15 4
HPE4630 Drama 2B: Drama in the Community 15 4
HPE4640 Contemporary Performing Arts 15 3
HPE3810 Drama 1A 15 3
HPE3820 Production Minor Project 15 3
HPE38280 Style and Structure of Theatre 15 3

Mathematics
SCM1611 Applied Statistics 1 15 3
SCM1612 Applied Statistics 2 15 3
SCM1711 Mathematical Foundations 1 15 4
SCM1712 Mathematical Foundations 2 15 4
SCM2713 Modelling for Decision Making 15 4
SCM2911 Linear Programming 15 4
SCM3712 Coding, Cryptography and Computer Security 15 4

Information and Communication Technology
HEB0070 Introduction to Information and Communication Technologies 15 3
HEB0071 Knowledge Management 15 3
HEB0072 Electronic Communities 15 3
HEB0073 Interactive Multimedia 15 3
HEB0074 Human Communication Technologies 15 3
HEB0075 Interface Design 15 3
HEB0076 System Planning and Support 15 3
HEB0077 Advanced Multimedia 15 3

Language and Literary Studies
HEB0040 Language Functions and Analysis 1 15 3
HEB0041 Language Functions and Analysis 2 15 3
HEB0042 Applied Linguistics 1 15 3
HEB0043 Applied Linguistics 2 15 3
HEB0044 Literature in Context 1 15 3
HEB0045 Literature in Context 2 15 3
HEB0046 Approaches to Writing 1 15 3
HEB0047 Approaches to Writing 2 15 3

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 Literacy Studies or Information and Communication Technology (see above). Students completing the Contemporary Communication and Technology sequence will complete studies in Language and Literacy Studies and Information and Communication Technology (see above).

Outdoor Education
HEB0050 Introduction to Outdoor Education 15 3
HEB0051 Safety in the Outdoors 10 2
HEB0052 Environmental Inquiry 15 2
HEB0053 Leadership in the Outdoors 15 3

HEB0054 Integration in Outdoor Education 10 3
HEB0055 Environmental Appreciation 15 3
HEB0056 Philosophy of Outdoor Education 10 2
HPE7010 Canoeing and Kayaking 10 3
HPE7030 Rock Climbing 10 3
HPE7050 Cross Country Skiing 10 3
HPE7080 Sailing 10 3
HPE7090 Adventure Activity 10 3
HPE7092 Adventure Leadership 10 3
HPE7100 Bushwalking 10 3
HPE7102 Advanced Bushwalking 10 3
HPE7105 Ski Touring and Snow Camping 10 3
HPE7115 Expeditioning 10 3

Physical Education (for Primary teaching)
HPD1110 Introduction to Physical Education 15 3
HPD2100 Paediatric Exercise Science 15 3
HPD2110 Physical Activity for Young Children 15 3
HPD2200 Motor Skill Acquisition in Children 15 3
HPD2210 Physical Activity for Late Childhood 15 3
HPD3100 Physical Activity for Adolescence 15 3
HPD3200 Contemporary Issues in Teaching Physical Education 15 3
HPE1126 Social Basis of Health 15 3
HPE3124 Growth and Development 15 3
HPL3022 First Aid 15 3
HPL3025 Aquatic Activity A 15 3

Sunbury Campus
The following major sequences in Elective General Studies are offered at the Sunbury Campus. Students enrolled in the Bachelor of Education –Creativity and The Arts (P-12) will be able to take elective general studies in Language and Literary Studies, Information and Communication Technology Studies (listed above), Music Studies (depending on previous qualifications and experience). They will also be able to access Drama studies at Footscray and Visual Arts studies at St Albans campus.

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.
Provides a community and school-based approach to teacher education with substantial opportunities for students to pursue their general education.

Course Structure
Compulsory studies in primary and secondary education, curriculum and teaching practice in each year.

Elective
General Studies which enable students to develop major sequences of study for Teaching in at least two of the following:

- information and communication technology;
- language and literary studies;
- music (depending on qualifications and experience, visual arts (normally taught in studios at St Albans); and
- drama (normally taught at Footscray Park).

Practical experience
A minimum of eighty days supervised teaching practice during the course

21
Bachelor of Education (Post-Registration) (Year 4)

Course Code: HBEP

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

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<th>Semester One</th>
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<th>Hours/week</th>
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<tr>
<td>HEB4170 Action Research in Education 1</td>
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<td>4</td>
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<tr>
<td>HEB4180 Curriculum Policy and Practice 1</td>
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<tr>
<td>HEB4190 Curriculum in the Primary School 1</td>
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<tr>
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<tr>
<td>HEB4260 School Experience 8</td>
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<td>HEB4270 Action Research in Education 2</td>
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<td>HEB4280 Curriculum Policy and Practice 2</td>
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<tr>
<td>HEB4290 Curriculum in the Primary School 2</td>
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<td>Course Total</td>
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*# = Number of days at 6 hours per day.

Bachelor of Education (Nyerna Studies)

Course Code: HXNS

Incorporating —

Bachelor of Education (Nyerna Studies)

Course Code: HBAN

Bachelor of Arts (Nyerna Studies)

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

Course Code: HBEP

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.

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<td>HEB4180 Curriculum Policy and Practice 1</td>
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<td>HEB4190 Curriculum in the Primary School 1</td>
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<td>604</td>
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</tbody>
</table>

*# = Number of days at 6 hours per day.

Bachelor of Education (Nyerna Studies)

Course Code: HXNS

Incorporating —

Bachelor of Education (Nyerna Studies)

Course Code: HBAN

Bachelor of Arts (Nyerna Studies)
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 (Nyerna 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

<table>
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<th>Course Title</th>
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<td>Learning &amp; Communication (inc. 10 days Community Partnerships)</td>
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<td>Youth and Community Studies 1</td>
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<td>HPL1115</td>
<td>Introduction to Recreation &amp; Fitness</td>
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<td>Water Safety &amp; Lifesaving or Swimming</td>
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<td>HPL3095</td>
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<td>HEE1181</td>
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<td>HEE1191</td>
<td>Community Development &amp; Young People</td>
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<td>HPL1121</td>
<td>Physical Growth &amp; Development</td>
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<td>HPS1170</td>
<td>Physical Activity Programs</td>
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| Total Year One | Credit Points | Community Partnerships Days: 20 |

### 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>Course Code</th>
<th>Course Title</th>
<th>Credit Points</th>
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<tr>
<td>AXS2913</td>
<td>Koori Culture and Knowledge 3</td>
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<td>HEE2180</td>
<td>Mathematics Learning (inc. 15 days Community Partnerships)</td>
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<tr>
<td>HEE2190</td>
<td>Youth and Community Studies 2</td>
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<tr>
<td>HEE2191</td>
<td>Case Management and Group Work</td>
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<td>HEE2192</td>
<td>Policy Development</td>
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<tr>
<td>HEE2193</td>
<td>Managing an Agancy 1</td>
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<td>HEE2181</td>
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<tr>
<td>HEE2194</td>
<td>Youth &amp; Community Studies 3</td>
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### Pathway Two: Sport and Recreation Studies

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<td>HPE7000</td>
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<td>HPR0121</td>
<td>Disability Awareness</td>
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<td>HPS1140</td>
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<td>HEE2181</td>
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<td>HPR0311</td>
<td>Financial Management in Recreation</td>
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| Total Year Two | Credit Points | Community Partnerships Days: 30 |

<table>
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<td>HEE3180</td>
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<td>Program Development (inc. 20 days Community Partnerships)</td>
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<td>HEB4181</td>
<td>Youth Policy and Practice 1</td>
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| Total Year Three | Credit Points | Community Partnerships Days: 40 |

### Pathway Three: Physical Education Studies

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<td>HHD2200</td>
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| Total Year Three | Credit Points | Community Partnerships Days: 40 |

### Pathway Four: Sport and Recreation Studies

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<thead>
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<td>HEE3181</td>
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Semester Two

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<td>(inc. 20 days Community Partnerships)</td>
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<tr>
<td>HPD3200</td>
<td>Contemporary Issues in Teaching Physical Education</td>
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Total Year Three (Pathway 3):  120 312
Total Community Partnerships days:  40

Year Four (Common Program for all students)

Semester One

<table>
<thead>
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<th>Code</th>
<th>Course Description</th>
<th>Credit</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>HEE4180</td>
<td>Collaborative Action Research 1</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>(inc. 10 days Community Partnerships)</td>
<td></td>
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</tr>
<tr>
<td>HEE4181</td>
<td>Educational Organisation 1</td>
<td>20</td>
<td>4</td>
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<tr>
<td>HEE4182</td>
<td>Curriculum and Planning 1</td>
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Semester Two

<table>
<thead>
<tr>
<th>Code</th>
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<tr>
<td>HEE4183</td>
<td>Collaborative Action Research 2</td>
<td>20</td>
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<tr>
<td></td>
<td>(inc. 50 days Community Partnerships)</td>
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<tr>
<td>HEE4184</td>
<td>Educational Organisation 2</td>
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<tr>
<td>HEE4185</td>
<td>Curriculum and Planning 2</td>
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Total Year Four:  120 286
Total Community Partnerships days:  40

*Suggested Activity Subjects for Pathway Two, Year Two

<table>
<thead>
<tr>
<th>Code</th>
<th>Course Description</th>
<th>Credit</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>HPE5100</td>
<td>Netball</td>
<td>10</td>
<td>3</td>
</tr>
<tr>
<td>HPE5110</td>
<td>Basketball</td>
<td>10</td>
<td>3</td>
</tr>
<tr>
<td>HPE5140</td>
<td>Soccer</td>
<td>10</td>
<td>3</td>
</tr>
<tr>
<td>HPE5170</td>
<td>Cricket</td>
<td>10</td>
<td>3</td>
</tr>
<tr>
<td>HPE6130</td>
<td>Track &amp; Field</td>
<td>10</td>
<td>3</td>
</tr>
<tr>
<td>HPE6270</td>
<td>Tennis</td>
<td>10</td>
<td>3</td>
</tr>
<tr>
<td>HPE7010</td>
<td>Canoeing and Kayaking</td>
<td>10</td>
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<tr>
<td>HPE7070</td>
<td>Snow Skiing</td>
<td>10</td>
<td>3</td>
</tr>
<tr>
<td>HPE7080</td>
<td>Sailing</td>
<td>10</td>
<td>3</td>
</tr>
<tr>
<td>HPE7092</td>
<td>Adventure Leadership</td>
<td>10</td>
<td>3</td>
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<tr>
<td>HPE7100</td>
<td>Bushwalking</td>
<td>10</td>
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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: 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 2004 the School of Health Sciences 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>
</thead>
<tbody>
<tr>
<td>Non Award Courses</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>First Aid in the Workplace – Certificates Level 1 &amp; 2</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>– Certificate in Advanced Life Support</td>
<td>C</td>
<td>O</td>
<td>Y</td>
</tr>
<tr>
<td>– Certificate in Semi Automatic External Defibrillation</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Award Courses</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bachelor of Health Science – Clinical Dermal Therapies</td>
<td>J</td>
<td>n/a</td>
<td>Y</td>
</tr>
<tr>
<td>– Natural Medicine</td>
<td>S</td>
<td>I</td>
<td>Y</td>
</tr>
<tr>
<td>– Paramedic (3yr pre-service)</td>
<td>S</td>
<td>I</td>
<td>Y</td>
</tr>
<tr>
<td>– Paramedic (1yr conversion)</td>
<td>I, H</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>– Chinese Medicine</td>
<td>S</td>
<td>Y</td>
<td>n/a</td>
</tr>
<tr>
<td>Bachelor of Science – Clinical Sciences (Osteopathy)</td>
<td>C</td>
<td>Y</td>
<td>n/a</td>
</tr>
</tbody>
</table>

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

Course Regulations

Students must attend all sessions and complete all required assessments. Students who do not achieve this will not be eligible to receive the Certificate(s).

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 to further develop advanced airway management skills 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:

- an ambulance officer or paramedic;
- a registered medical practitioner;
- a registered nurse (Division 1);
- a graduate of a health science or science degree program who can demonstrate the need to undertake the certificate; or
- 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>
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</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 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 to:

- 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

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>HFC1101</td>
<td>Venepuncture and Cannulation</td>
<td>6</td>
</tr>
<tr>
<td>HFC1102</td>
<td>Emergency Intravenous Therapy</td>
<td>7</td>
</tr>
<tr>
<td>HFC1103</td>
<td>Integration of Emergency IV Therapy</td>
<td>13</td>
</tr>
<tr>
<td></td>
<td><strong>Total Hours:</strong></td>
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</tr>
</tbody>
</table>

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

Course Objectives
The aims of the course are to:

- 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

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>HFC1101</td>
<td>Venepuncture and Cannulation</td>
<td>6</td>
</tr>
<tr>
<td>HFC1102</td>
<td>Emergency Intravenous Therapy</td>
<td>7</td>
</tr>
<tr>
<td>HFC1103</td>
<td>Integration of Emergency IV Therapy</td>
<td>13</td>
</tr>
<tr>
<td></td>
<td><strong>Total Hours:</strong></td>
<td><strong>26</strong></td>
</tr>
</tbody>
</table>

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:

- hold an Associate Diploma or Diploma in Paramedics; and
- have a minimum of one years’ experience as a qualified paramedic; and
- be currently employed in the area of pre-hospital emergency care.

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

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

Course Structure

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
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</thead>
<tbody>
<tr>
<td>HFC1113</td>
<td>Science of Life Support</td>
<td>6</td>
</tr>
<tr>
<td>HFC1114</td>
<td>Advanced Life Support</td>
<td>7</td>
</tr>
<tr>
<td>HFC1115</td>
<td>Integration of Life Support</td>
<td>13</td>
</tr>
<tr>
<td></td>
<td><strong>Total Hours:</strong></td>
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</tr>
</tbody>
</table>

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 re-accreditation.

The aim of this course is to provide students with the understanding and skills to use a Semi Automatic External Defibrillator in the cardiac arrest situation.

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 HFC1110 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 year’s 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.

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
Semester Two

HHN0021 Counseling Skills for Natural Medicine Practitioners 15 3
HHN0022 Professional Writing in Natural Medicine 20 9
HHN0023 Research Project 25 11
Total Semester Two: 60 299
Course Total: 120 598

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 (3yr Pre-service)

Course Code: HXPA; HBNO (New Zealand)

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.

Course Structure

<table>
<thead>
<tr>
<th>Semester One</th>
<th>Credit points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HFB101</td>
<td>Fundamentals of Paramedicine 1</td>
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<tr>
<td>HFB102</td>
<td>Paramedic Sciences 1</td>
<td>15</td>
</tr>
<tr>
<td>HFB1801</td>
<td>Out of Hospital Practice</td>
<td>15</td>
</tr>
<tr>
<td>HFB1802</td>
<td>Prehospital Clinical</td>
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<table>
<thead>
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<th>Hours/week</th>
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<tbody>
<tr>
<td>HFB1203</td>
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<tr>
<td>HFB1204</td>
<td>Paramedic Clinical 1</td>
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</tr>
<tr>
<td>HFB1205</td>
<td>Fundamentals of Paramedicine 2</td>
<td>15</td>
</tr>
<tr>
<td>HFB1206</td>
<td>Paramedic Sciences 2</td>
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<table>
<thead>
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<th>Semester One</th>
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<th>Hours/week</th>
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<tbody>
<tr>
<td>HFB2100</td>
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<td>Paramedic Clinical 2</td>
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<td>HFB2102</td>
<td>Fundamentals of Paramedicine 3</td>
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<td>HFB2103</td>
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<th>Hours/week</th>
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<tr>
<td>HFB311</td>
<td>Professional Basis of Paramedic Practice 1</td>
<td>15</td>
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<tr>
<td>HFB3301</td>
<td>Issues in Prehospital Health Service Delivery</td>
<td>15</td>
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</tr>
<tr>
<td>HFB3401</td>
<td>Prehospital Ethical and Legal Issues</td>
<td>20</td>
<td>39</td>
</tr>
<tr>
<td>Elective A</td>
<td></td>
<td>10</td>
<td>39</td>
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<thead>
<tr>
<th>Year Three</th>
<th>Semester One</th>
<th>Credit points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HFB3112</td>
<td>Professional Basis of Paramedic Practice 2</td>
<td>15</td>
<td>52</td>
</tr>
<tr>
<td>HFB3211</td>
<td>Integration of Paramedic Practice 1</td>
<td>15</td>
<td>52</td>
</tr>
<tr>
<td>HFB3501</td>
<td>Research in Paramedic Practice</td>
<td>20</td>
<td>39</td>
</tr>
<tr>
<td>Elective B</td>
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<td>39</td>
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<table>
<thead>
<tr>
<th>Year Total</th>
<th>Credit points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
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<table>
<thead>
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<th>Credit points</th>
<th>Hours/week</th>
</tr>
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<tbody>
<tr>
<td>HFB3111</td>
<td>Professional basis of Paramedic Practice 1</td>
<td>15</td>
</tr>
<tr>
<td>HFB3301</td>
<td>Issues in Prehospital Health Service Delivery</td>
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<table>
<thead>
<tr>
<th>Year Total:</th>
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<tbody>
<tr>
<td>Year Total:</td>
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<td>195</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.

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:

- have an Associate Diploma of Health Science (Ambulance Officer), Diploma of Health Science (Paramedic), or equivalent; and/or
- be eligible for registration as a paramedic by the relevant body within the applicants state or country of residence; and
- 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></th>
<th>Credit points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Full-time Mode</strong></td>
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Course Regulations
The following should be read in conjunction with the Faculty Regulations detailed earlier in this Handbook, and the University Statutes and Regulations.

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 full-time, or seven years part-time.

Bachelor of Health Science - Chinese Medicine - Clinical Science

(Single Major – For students commencing 2001 onwards)

Course Code: HBCM Common Year
            HBAT Acupuncture Stream
            HBHE Chinese Herbal Medicine Stream

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

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.
### Year One

#### Semester One

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tr>
<td>HHT1001</td>
<td>Introduction to Chinese Medical Literacy</td>
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<tr>
<td>HHT1002</td>
<td>Fundamentals of Chinese Medicine</td>
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<tr>
<td>HHT1004</td>
<td>University Skills for Chinese Medicine Studies</td>
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<tr>
<td>HHT1010</td>
<td>Introduction to Yang Sheng</td>
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<tr>
<td>SBM1515</td>
<td>Anatomy and Physiology</td>
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#### Semester Two

<table>
<thead>
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<td>HHT1005</td>
<td>Chinese Medical Diagnosis and Pathogenesis 1</td>
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<td>HHT1006</td>
<td>Acupuncture Point Location</td>
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<td>HHT1007</td>
<td>Chinese Pharmacopea</td>
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<td>HHT1008</td>
<td>Introduction to Clinical Practice</td>
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<td>Introduction to Plant Science</td>
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**Total Year One:** 120 credit hours

### Year Two

#### Semester One

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<td>HHT2002</td>
<td>Acupuncture Point Dynamics and Jing Luo Theory</td>
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<td>HHT2003</td>
<td>Chinese Medical Diagnosis and Pathogenesis 2</td>
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<td>HHT2004</td>
<td>Tai Na and Chinese Medical Bodywork Techniques</td>
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<td>SBM2515</td>
<td>Surface Anatomy</td>
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<td>SBM2575</td>
<td>Phytopharmaceutics</td>
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#### Plus one of the following streams:

**Acupuncture Stream**

- APT2050 Psychology for Chinese Medicine Practitioners | 6 | 3 |
- HHK2010 Chinese Medicine Clinical Practice – Acupuncture Major 1 | 10 | 4 |

**Chinese Herbal Medicine Stream**

- HHI2001 Advanced Formulas and Strategies | 6 | 3 |
- HHI2010 Chinese Medicine Clinical Practice – Herb Major 1 | 10 | 4 |

#### Semester Two

<table>
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<td>Chinese Medicine Asepsis and Sterilization</td>
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<tr>
<td>HHT2001</td>
<td>Fundamental Herbal Formulas</td>
<td>10</td>
<td>4</td>
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<tr>
<td>HHT2006</td>
<td>Acupuncture Needling</td>
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<td>HHT2004</td>
<td>Tai Na and Chinese Medical Bodywork Techniques</td>
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<td>2</td>
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<tr>
<td>SBM2515</td>
<td>Surface Anatomy</td>
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<tr>
<td>SBM2575</td>
<td>Phytopharmaceutics</td>
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</table>

#### Plus one of the following streams:

**Acupuncture Stream**

- HHK2002 Acupuncture Theory | 8 | 3 |
- HHK2003 Musculo-Skeletal Assessment Skills for Acupuncture | 6 | 3 |
- HHK2020 Chinese Medicine Clinical Practice – Acupuncture Major 2 | 8 | 4 |

**Chinese Herbal Medicine Stream**

- HHI2001 Advanced Formulas and Strategies | 6 | 3 |
- HHI2003 History of Chinese Medical Science | 8 | 3 |
- HHI2004 Chinese Medicine Clinical Practice – Herb Major 2 | 8 | 4 |

**Total Year Two:** 120 credit hours

### Year Three

#### Semester One

<table>
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<tr>
<td>HHT3002</td>
<td>Major Classics - Nei Jing</td>
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<tr>
<td>SBM3515</td>
<td>Clinical Pharmacology and Pathophysiology</td>
<td>8</td>
<td>6</td>
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</table>

#### Plus one of the following streams:

**Acupuncture Stream**

- HHK3001 Chinese Medicine Micro-Systems | 6 | 2 |
- HHK3002 Acupuncture Therapeutic Applications | 8 | 3 |
- HHK3010 Chinese Medicine Clinical Practice – Acupuncture Major 3 | 10 | 6 |

**Chinese Herbal Medicine Stream**

- HH3011 Chinese Herbal Medicine Workshop | 10 | 3 |
- HH3010 Chinese Medicine Clinical Practice – Herb Major 3 | 14 | 6 |

#### Semester Two

<table>
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<tr>
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<td>Counselling Skills for Chinese Medicine Practice</td>
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<td>Clinical Pharmacology for Chinese Medical Practice</td>
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</table>

#### Plus one of the following streams:

**Acupuncture Stream**

- HHK3002 Acupuncture Therapeutic Applications | 8 | 3 |
- HHK3020 Chinese Medicine Clinical Practice – Acupuncture Major 4 | 10 | 6 |

**Chinese Herbal Medicine Stream**

- HH3011 Chinese Herbal Medicine Workshop | 8 | 3 |
- HH3020 Chinese Medicine Clinical Practice – Herb Major 4 | 10 | 6 |

**Total Year Three:**
- Acupuncture: 120 credit hours
- Chinese Herbal Medicine: 120 credit hours

### Year Four

#### Semester One

<table>
<thead>
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<td>HHT4002</td>
<td>Research Methods for Chinese Medicine</td>
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<tr>
<td>HHT4003</td>
<td>Chinese Medical Specialties</td>
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#### Plus one of the following streams:

**Acupuncture Stream**

- HHK4001 Treatment of Musculo-Skeletal Disorders | 8 | 3 |
- HHK4002 Chinese Medical Specialties: Acupuncture | 10 | 3 |
- HHK4010 Chinese Medicine Clinical Internship 1 – Acupuncture Major | 20 | 104* |

**Chinese Herbal Medicine Stream**

- HHI4001 Major Classics: Shang Han Lun and Wen Bing | 5 | 2 |
- HHI4002 Chinese Medical Gynecology – Herbal Medicine | 8 | 3 |
- HHI4003 Chinese Medical Pediatrics and Dermatology: Herbal Medicine | 5 | 2 |
- HHI4010 Chinese Medicine Clinical Internship 1 – Herb Major | 20 | 104* |

#### Semester Two

<table>
<thead>
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<td>Professional Issues for Chinese Medical Practice</td>
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<td>Chinese Medicine Acute Interventions</td>
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#### Plus one of the following streams:

**Acupuncture Stream**

- HHK4004 Schools of Thought in Acupuncture | 8 | 20* |
- HHK4020 Chinese Medicine Clinical Internship 2 – Acupuncture Major | 30 | 208* |

**Chinese Herbal Medicine Stream**

- HHI4005 Schools of Thought in Chinese Herbal Medicine | 8 | 30* |
- HHI4006 Chinese Medicine Clinical Internship 2 – Herb Major | 30 | 208* |

**Total Year Four:**
- Acupuncture: 120 credit hours
- Chinese Herbal Medicine: 120 credit hours

**Course Total:**
- Acupuncture: 480 credit hours
- Chinese Herbal Medicine: 480 credit hours

*Total Semester Hours for Subject
Bachelor of Health Science - Chinese Medicine - Clinical Science

(Double Major)

Course Code: HBDH Chinese Herb specific (years 3.4.5)
HBCU: Acupuncture stream specific (years 3.4.5)

Students must enroll in and complete the first two years of the single major to eligible for entry to the double major.

Students articulate from the single major complete one of the following structures, depending on their initial choice of specialisation.

### Students Articulating from Herbal Medicine Specialisation

**HBDH Chinese Herbal Medicine Year 3,4,5:**

#### Semester One

**Common Subjects**
- SBM3515 Clinical Pharmacology and Pathophysiology 8 78
- HHT3003 Internal Medicine 12 78

**Year 3 Herb Stream specific subjects**
- HHI3010 Chinese Medicine Clinical Practice Herb Major 3 14 78

**Year 2 Acupuncture stream specific subjects**
- APT2050 Psychology for Chinese Medicine Practitioners 6 39
- HKH2010 Chinese Medicine Clinical Practice Major 1 10 26
- Total: 60 338

#### Semester Two

**Common Subjects**
- HHT3003 Counselling skills for Chinese Medical Practice 8 52
- SBM3525 Clinical Pathophysiology 8 52
- HHT3003 Internal Medicine 12 78
- HHT3004 Clinical Pharmacology for Chinese Medical Practice 6 39

**Year 3 Herb stream specific subjects**
- HHI3011 Chinese Herbal Medicine Workshop 6 39
- HHI3020 Chinese Medicine Clinical Practice Herb Major 4 8 78

**Year Two Acupuncture stream specific subjects**
- HKH2003 Acupuncture theory 8 39
- HKH2020 Chinese Medicine Clinical Practice Acupuncture Major 2 4 26
- Total: 60 403

#### Year Four

**Semester One**

**Common Subject**
- HHT4003 Chinese medical specialties 8 39

**Year 4 Herb stream specific subject**
- HHI4001 Major Classics-Shang Han Lun & Wen Bing 5 26
- HHI4002 Chinese Medical Gynaecology & Dermatology Herbal Medicine 8 39
- HHI4003 Chinese Medical Paediatrics & Dermatology Herbal Medicine 5 26
- HHI4010 Chinese Medicine Clinical Internship 1 – Herb Major 12 104

**Year Three Acupuncture stream specific subjects**
- HKH3001 Chinese Medicine Micro-system 6 26
- HKH3002 Acupuncture Therapeutic applications 8 39
- HKH3010 Chinese Medicine Clinical practice Acupuncture Major 3 8 39
- Total: 60 348

**Semester Two**

**Common subjects**
- HHT3003 Counselling skills for Chinese Medical Practice 8 52
- SBM3525 Clinical Pathophysiology 8 52
- HHT3003 Internal Medicine 12 78
- HHT3004 Clinical Pharmacology for Chinese Medical Practice 6 40

**Year Two Acupuncture stream specific subjects**
- HKH3001 Chinese Medicine Micro-system 6 26
- HKH3002 Acupuncture Therapeutic applications 8 39
- HKH3010 Chinese Medicine clinical practice Acupuncture Major 3 10 78
- Total: 60 364

### Students Articulating from Acupuncture specialisation.

**HBCU – Acupuncture Year 3,4,5**

#### Year Three

**Semester One**

**Common Subjects**
- SBM3515 Clinical pharmacology & pathophysiology 8 78
- HHT3003 Internal Medicine 12 78

**Year Three Acupuncture Micro-system**
- HKH3001 Chinese Medicine Micro-system 6 26
- HKH3002 Acupuncture Therapeutic applications 8 39
- HKH3010 Chinese Medicine clinical practice Acupuncture Major 3 10 78
- Total: 60 364

**Semester Two**

**Common subjects**
- HHT3003 Counselling skills for Chinese Medical Practice 8 52
- SBM3525 Clinical Pathophysiology 8 52
- HHT3003 Internal Medicine 12 78
- HHT3004 Clinical Pharmacology for Chinese Medical Practice 6 39

**Year Three Acupuncture stream specific subjects**
- HKH3002 Acupuncture Therapeutic applications 6 39
- HKH3020 Chinese medicine clinical practice Acupuncture major 4 8 78
Bachelor of Health Science - Chinese Medicine with Honours

To graduate with honours a student must:
(a) maintain grades of distinction ‘D’ or above in all graded subjects throughout 2nd, 3rd and 4th year of the program; and
(b) have satisfactory reports from all clinical teachers and supervisors throughout the four years of the program.

Articulation Pathways

Successful completion of the Bachelor of Health Science – Chinese Medicine allows direct articulation to various Graduate Diplomas and the Master of Health Science. Further articulation is then possible to the Doctor of Philosophy in Chinese Medicine.

Bachelor of Health Science - Traditional Chinese Medicine

(Acupuncture)

Course Code: HBAU

(For continuing students only)

Course Structure

<table>
<thead>
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<th>Credit points</th>
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<td>HHR4114 A &amp; M Clinical Medicine 3</td>
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<td>HHR4124 TCM Health Enhancement</td>
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<td>HHT4114 Emergency Medicine</td>
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<td>HHA4175 A &amp; M Clinical Internship 2</td>
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Bachelor of Health Science - Traditional Chinese Medicine

(Chinese Herbal Medicine)

Course Code: HBCH

(For continuing students only)

Course Structure

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<td>HHC2128 Pharmacy &amp; Clinical Practice (CM) 2</td>
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<td>HHH2138 Formulas and Strategies</td>
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<td>HHH2148 Chinese Massage</td>
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<td>HHH2154 Chinese Medical Pathology and Diagnosis 2</td>
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<td>SBM2570 Phytopharmaceutics</td>
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<td>SBM2721 Human Biomedicine 3</td>
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<td>HHC2128 Pharmacy and Clinical Practice (CM) 2</td>
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Professional Recognition

It is expected that graduates will meet the requirements of the Chinese Medicine Registration Board of Victoria and be eligible for membership of the major professional associations.
### 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, Units 3 and 4 in Chemistry and one of Physics or Mathematics (any), with a study score of at least 20 in English. 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 but are still required to meet the prerequisite study hurdles.

### Course Structure

<table>
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<th>Semester One</th>
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<td>3</td>
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<table>
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| Year Total | 120 | 598 |

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| Year Total | 120 | 838 |

| Total Course | 480 | 2,432 |

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| Year Total | 120 | 838 |

| Total Course | 480 | 2,432 |

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**Course Total:** 480 | 2,432
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

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

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

Course Offerings

In 2004 the School of Human Movement, Recreation and Performance will offer the following undergraduate courses:

### Bachelor of Exercise Science and Human Movement

*(subject to approval)*

Course code: HBEM

**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**

- **Exercise and Sport Science Stream**
  - **Year One**
    - **Semester One**
      - **SBM1518** Human Physiology 15 3
      - **HPE1101** Structural Kinesiology 15 3
      - **HPR1102** Career and Professional Development I 15 3
      - **HPE1103** Philosophy of Exercise Science and Human Movement 15 3
    - **Semester Two**
      - **HPE1202** Biomechanics 15 3
      - **HPR1203** Social Dimensions of Sport & Exercise 15 3
      - **HPE2104** Exercise Physiology 15 3
      - **HPE1206** Sport Psychology 15 3
    - **Total** 120 288

*Campus = Sunbury F = Footscray Park M = Melton

^ = Continuing Education Courses * = Continuing students only
### Year Two

#### Semester One
- HPE2100 Exercise Psychology 15 4
- HPE2101 Sport Physiology 15 4
- HPE2102 Sport Biomechanics 15 4
- HPE2103 Growth Development and Ageing 15 4

#### Semester Two
- HPE2200 Motor Control 15 4
- HPE2201 Exercise Prescription 15 4
- HPE2202 Functional Kinesiology 15 4
- Elective 15 3
- Total: 120 372

### Year Three

#### Semester One
- HPE3100 Advanced Exercise Physiology 15 4
- HPE3101 Advanced Biomechanics 15 4
- HPE3102 Career & Professional Development 7.5 3
- HPE3103 Research in Exercise Science 7.5 2
- Elective 15 3

#### Semester Two
- HPE3200 Professional Ethics 15 4
- HPE3102 Career & Professional Development (exercise science) 7.5 3
- HPE3202 Research in Exercise Science 7.5 2
- Elective 15 3
- Total: 120 300
- Total Course: 360 960 hrs

### Human Movement Stream

#### Year One

- SBM1518 Human Physiology 15 3
- HPE1101 Structural Kinesiology 15 3
- HPE1102 Career & Professional Development 15 3
- HPE1103 Philosophy of Exercise Science & Human Movement 15 3

#### Semester Two
- HPE1202 Biomechanics 15 3
- HPE1203 Social Dimensions of Sport & Exercise 15 3
- HPE2104 Exercise Physiology 15 3
- HPE1206 Sport Psychology 15 3
- Total: 120 288

#### Year Two

#### Semester One
- HPE2100 Exercise Psychology 15 4
- HPE2112 History of Sport 15 4
- Elective 15 3

#### Semester Two
- HPE2213 Career & Professional Development 2 15 3
- HPE2214 Sport & Fitness Delivery System 15 3
- Elective 15 3
- Total: 120 312

#### Year Three

#### Semester One
- HPE3117 Sport & Social Analysis 15 3
- HPE3118 Career & Professional Development 3 15 3
- Elective 15 3

#### Semester Two
- HPE3201 Measurement and Evaluation 11 3
- HPE2121 Introduction to Biomechanics of Human Movement 11 4
- HPE2122 Introduction to Exercise Physiology 11 4
- HPE2128 Sport and Australian Society 9 3
- Elective 12 3

#### Semester Three
- HPE3124 Growth and Development 12 3
- HPE3129 International Physical Education and Sport 12 3

#### Electives

Bachelor of Applied Science - Human Movement

(continuing students only)

Course Code: HBBHU

### Year Two

#### Semester One
- HPE1201 Measurement and Evaluation 11 3
- HPE2121 Introduction to Biomechanics of Human Movement 8 2

#### Semester Two
- HPE2134 Sports Biomechanics 11 4
- Electives 36 9
- Total Year Two: 120 442

### Year Three

#### Semester One
- HPE3124 Growth and Development 12 3
- HPE3129 International Physical Education and Sport 12 3

#### Semester Two
- HPE3131 Career and Professional Development Seminar 3: Programming, Planning and Management 3 1
- HPE3132 Career and Professional Development Placement 2: Programming, Planning and Management 11 4
- Electives 36 9
- Total Year Three: 120 416
- Course Total: 360 1,365

### 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.
Bachelor of Exercise Science and Human Movement/ Bachelor of Psychology

(subject to approval)

Course Code: HBMP

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.

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Bachelor of Applied Science-Human Movement/ Bachelor of Psychology

Course Code: HBHP

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Year Four

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HPE3124 Growth and Development 10 3
HPE3129 International Physical Education and Sport 10 3
One Psychology Unit from the list below 15 5
Arts Elective 14 3
Semester Two
HPE3131 Career and Professional Development Seminar 3: Programming, Planning and Management 6 1
HPE3132 Career and Professional Development Placement 2: Programming, Planning and Management 12 4
HPE3133 Graduating Project 12 3
Two Psychology Units from the list below 30 10
Total Year Four: 120 455
Course Total 480 1,828

Psychology Units available in Year 4:
APP3015 Counselling Theory and Practice
APP3016 Group Behaviour
APP3017 Introduction to Neuropsychology
APP3018 Organisations and Work
APP3019 Psychobiology
APP3020 Psychoanalysis
APP3021 Psychology of Adjustment
APP3022 Stress, Crisis and Trauma
APP3023 Psychological Issues in the Workplace
APP3024 Aboriginal People and Psychology

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
(new course structure 2004)

<table>
<thead>
<tr>
<th>Year One</th>
<th>Semester One</th>
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<tbody>
<tr>
<td>SBM1518</td>
<td>Human Physiology 1</td>
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<tr>
<td>HPE1101</td>
<td>Structural Kinesiology</td>
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<td>HPE1102</td>
<td>Career &amp; Professional Development 1</td>
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<td>HPE2112</td>
<td>History of Sport</td>
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<table>
<thead>
<tr>
<th>Year Two</th>
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<tbody>
<tr>
<td>HPE1202</td>
<td>Biomechanics</td>
</tr>
<tr>
<td>HPE1203</td>
<td>Social Dimensions of Sport &amp; Exercise</td>
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<tr>
<td>HPE2104</td>
<td>Exercise Physiology</td>
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<td>HPE1132</td>
<td>Sport Psychology</td>
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Year Two (continuing students only)

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<thead>
<tr>
<th>Year Three</th>
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<tbody>
<tr>
<td>HPE3111</td>
<td>Sport and Social Analysis</td>
</tr>
<tr>
<td>HPE1127</td>
<td>Aquatics</td>
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<td>Elective</td>
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<table>
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<tr>
<td>HPE2101</td>
<td>Measurement and Evaluation</td>
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<tr>
<td>HPE2121</td>
<td>Introduction to Biomechanics of Human Movement</td>
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<td>HPE2122</td>
<td>Introduction to Exercise Physiology</td>
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<td>HPE2128</td>
<td>Sport and Australian Society</td>
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<td>HPE3122</td>
<td>Human Movement, Sport and Ethics</td>
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<td>HPE1127</td>
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<td>HPE2136</td>
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<tr>
<td>Electives</td>
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**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**

<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>
<td>HPW1000 Intro. to Technology 1: Lighting</td>
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<td>Semester Two</td>
<td>HPW1170 Movement &amp; Voice 1</td>
<td>13</td>
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<tr>
<td>Semester Two</td>
<td>HPW1190 Foundation Performance</td>
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<td>Semester Two</td>
<td>HPW3190 Psychoanalysis &amp; Phenomenology or HPW3260 The Body and Representation</td>
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<thead>
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<th>Credit points</th>
<th>Hours/week</th>
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</thead>
<tbody>
<tr>
<td>Semester One</td>
<td>HPW2130 Performance Composition 1</td>
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<td>Semester Two</td>
<td>HPW2180 Performance Project 2</td>
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<tr>
<td>Semester Two</td>
<td>HPW2240 Technique B or HPW2150 Performance Histories</td>
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<tr>
<td>Semester Two</td>
<td>HPW3230 The Body and Representation</td>
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<td>Semester One</td>
<td>HPW3140 Technique C</td>
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<td>Semester One</td>
<td>HPW3170 Research for Performance</td>
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<tr>
<td>Semester One</td>
<td>HPW3180 Performance Project 4</td>
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<tr>
<td>Semester One</td>
<td>HPW3190 Psychoanalysis &amp; Phenomenology or HPW3250 Performance &amp; Identity</td>
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</table>
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 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 Semester One</th>
<th>Credit Points</th>
<th>Hours/week</th>
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<tbody>
<tr>
<td>ACM1001 Multimedia 1A</td>
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<tr>
<td>ACM1004 Design for Multimedia</td>
<td>15</td>
<td>4</td>
</tr>
<tr>
<td>HPW1170 Movement &amp; Voice 1</td>
<td>15</td>
<td>4</td>
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<tr>
<td>HPW1190 Foundation Performance</td>
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<td>8</td>
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<td>Semester Two</td>
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<tr>
<td>ACM1002 Multimedia B</td>
<td>15</td>
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<td>ACM1003 Animation for Multimedia</td>
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<tr>
<td>HPW1270 Movement &amp; Voice 2</td>
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<tr>
<td>HPW1110 Structures of Performance or</td>
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<td>HPW2150 Performance Histories</td>
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<td>Total Year One:</td>
<td>120</td>
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Bachelor of Arts - Recreation Leadership

Course Code: HBRL

(continuing students only)

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

Year Two

<table>
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<th>Semester One</th>
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<td>HPL3700</td>
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<td>HPL2010</td>
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<td>HPL2011</td>
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<td>HPR2003</td>
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<td>HPR2004</td>
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<td>HPR2006</td>
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Year Three

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<tbody>
<tr>
<td>HPL3230</td>
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<td>HPL3235</td>
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<td>3</td>
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<td>HPR3003</td>
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<td>3</td>
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<tr>
<td>Specialist Core Subject</td>
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<td>3</td>
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<tr>
<td>Elective Subjects</td>
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<td>3</td>
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</tr>
<tr>
<td>Course Total:</td>
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<td>360 1,396</td>
</tr>
</tbody>
</table>

Electives may be taken from any higher education courses offered by the University, as approved by the Course Co-ordinator.

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:

- HPL3010 Recreational Drama and Dance 7 2
- HPL3011 Aquatic Leisure 7 2
- HPL3029 Team Activity A 7 2
- HPL3061 Halls Activities 7 2
- HPR0403 Related Art and Craft 7 2

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:

- HPL3900 Outdoor Recreation 11 3
- HPL3901 Issues and Trends in Recreation for Specific Populations 11 3
- HPL3902 Recreation Services for Children and Youth 11 3
- HPR0420 Leisure and Ageing 11 4
- HPL3904 Corporate Recreation Services 11 3

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 studies, 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: HBMR
(for continuing students)

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.

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 studies, 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.
### Bachelor of Recreation Management

**Course code:** HBML  

**Course Objectives**  

- produce competent recreation professional who have practical recreation management and leadership skills and thus can be employed in a variety of positions in various sectors of the recreation industry;  
- develop underlying understandings and commitment that will enhance their contribution to the recreation industry and the community;  
- produce graduates who will promote life long recreation participation for all sections of the community.  

**Professional Recognition**  

Professional bodies, that graduates of this course will be eligible for membership:  
(a) Park and Leisure Australia (PLA)  
(b) Australian Council for Health Physical Education and Recreation (ACHPER)  

**Admission Requirements**  

To qualify for admission to the course applicants must have successfully completed the Victoria Certificate of Education (VCE) with a pass in Unit 3 & 4 English. Applicants who do not meet this criteria may be eligible to apply under the Alternative Category Entry Scheme.  

**Course duration**  

3 years full-time or part-time equivalent.

**Course structure**

<table>
<thead>
<tr>
<th>Year One</th>
<th>Credit points</th>
<th>Hours/week</th>
</tr>
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<tbody>
<tr>
<td>Semester 1</td>
<td>HPR1101 Introduction to Recreation</td>
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<td>HPR1102 Leadership in Recreation</td>
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<td>HPR1103 Recreation Activities</td>
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<td>HPR1104 Communication Skills</td>
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<td>HPR1105 Society and Leisure</td>
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<td>Semester 2</td>
<td>HPR1201 Recreation Management</td>
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<td>HPR1202 Recreation Programming</td>
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<td>HPR1203 Computers in Recreation</td>
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<td>HPR1204 Disability Awareness &amp; Recreation</td>
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<td>HPR1205 Recreation Career Development</td>
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<table>
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<th>Hours/week</th>
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<tbody>
<tr>
<td>Semester 1</td>
<td>HPR2301 Recreation Services Marketing</td>
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<td>HPR2302 Recreation Career Development</td>
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<td>HPR2303 Outdoor Recreation</td>
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<td>HPR2304 Recreation Event Management</td>
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<td>HPR2305 Social Psychology of Recreation</td>
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<td>Semester 2</td>
<td>HPR2401 Recreation &amp; Evaluation in Recreation</td>
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<td>HPR2402 Human Resources Management in Recreation</td>
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<td>HPR2403 Recreation for Children &amp; Youth</td>
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<th>Hours/week</th>
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<tr>
<td>Semester 1</td>
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<td>HPR3502 Recreation Planning &amp; Policy</td>
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<td>HPR3503 Leisure and Ageing</td>
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<td>HPR3504 Recreation Financial Management</td>
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<th>Hours/week</th>
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<td>HPR3601 Graduating Project</td>
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<td></td>
<td>HPR3602 Recreation Career Development</td>
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</tbody>
</table>
Bachelor of Arts - Recreation Management/ Bachelor of Business - Tourism Management

Course Code: HBRT

For continuing students only

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.

Year One

Year Two

Year Three

Year Four

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

(for continuing students only)
Bachelor of Exercise Science & Human Movement/ Bachelor of Arts (Sport Administration)  
(subject to approval)
Course Code: HBSH

Course Objectives:
This course aims to produce graduates who have the following attributes:
• a sound knowledge of the structure and practices of the Australian sports industry.
• an understanding and appreciation of human movement as it is influenced by a variety of political, social, economic, cultural, biological and technological factors.
• a broad range of vocational skills that can be used to manage a variety of sport organisations and meet the needs of members, players, staff sponsors and other significant stakeholders.
• Specific skills that will lead to employment in the fields of exercise science and human movement, such as sport science, sport psychology, sport coaching and the fitness industry.
• an ability to work independently, ethically and professionally in sporting clubs, state and national sporting bodies, leisure centre, sport stadium and major events facilities, community service organisations and sport management consultancies.
• an ability to adapt to the changing needs of industry, commerce and community, as well as the ability to take a leadership role in promoting institutional and social change with social justice initiatives.

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 & 4 English, or equivalent.

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

Year One
Semester One
HPS1111 Sport and Social Analysis 15 3
SBM1172 Human Physiology 15 3
HPE1103 Philosophy of Exercise Science & Human Movement 15 3
HPE1101 Structural Kinesiology 15 3
Semester Two
HPE1202 Biomechanics 15 3
HPE1132 Sport Psychology 15 3
HPE1204 Exercise Physiology 15 3
HPE2213 Career & Professional Development 2 15 3

Year Two
Semester One
HPE3112 Career & Professional Development 3 15 3
HPE2100 Exercise Psychology 15 3
Elective 15 3
Elective 15 3
Semester Two
HPR3200 Professional Ethics 15 3
HPE2200 Motor Control 15 3
Elective 15 3
Elective 15 3

Career Opportunities
Students will attain the skills necessary for employment in sporting clubs, state and national sporting bodies, sport league, major venues and facilities, event management organisations, sports marketing consultancies, player agent organisations, and government agencies with a sport focus. Students will also attain the skills necessary for employment in careers related to the field of Exercise and Sport Science, including rehabilitation, coaching community health and fitness leadership.

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
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

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Year Two (continuing students only)

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Semester Two

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Year Three

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Students will undertake 7 electives, 6 from the vocational elective 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>
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<td>ACA2009: Sport Magazine Production</td>
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<td>HPS7040: Politics of Sport Organisations</td>
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<td>HPS7050: Sport and Globalisation</td>
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<tr>
<td>HPS7051: Managing Sport Futures</td>
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Staff and Athlete Management Stream

BLO2207: Employment Law                              | 12            | 3          |
BLO9311: Sport, Commerce and the Law                 | 12            | 3          |
BMO3323: Employee Relations Management                | 12            | 3          |
HPF7111: Sport Evaluation Strategies                 | 12            | 3          |
HPS7052: Sport Tours and Team Itinerary Planning     | 12            | 3          |
HPS7053: Crisis Management in Sport                   | 12            | 3          |
HPS7113: Social Issues in Sport Administration        | 12            | 3          |

General Electives

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

HPS7054: Sport Gaming and Gambling                    | 12            | 3          |
HPS7055: Comparative Studies in Sport and Public Policy | 12            | 3          |
HPS7056: Player Management in Sport                    | 12            | 3          |
HPS7057: Sport Industry Research Project              | 12            | 3          |
HPS7058: Sport Industry Development Program            | 12            | 3          |
HPS7059: Sport Governance                              | 12            | 3          |
HPE7090: Adventure Activity                           | 12            | 3          |
HPS7071: Administration of Aquatic Programs            | 12            | 3          |
HPS7114: Football Studies                             | 12            | 3          |
HPX1010: Olympic Studies                              | 12            | 3          |

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 (new structure 2004 – subject to approval)

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<th>Hours/week</th>
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| Total:       | 120           | 288        |

Year Two

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<tr>
<td>BMO3327</td>
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### Semester Two

- **BCO1141** Information Technology Management 11 3
- **BMO3324** Consulting and Counselling** or**
- **BMO3328** Health and Safety Management** or**
- **BMO2354** Conferences and Meetings Management** or**
- **BMO3420** Human Resource Information Systems** or**
- **HPS7045** Sport and the Media 13 3

**Vocational Elective in Sport Administration**
- **HPS3113** Ethics and Social Policy in Sport 11 3
- **Vocational Elective in Sport Administration** 4 11 3
- **HPS7059** Sport Governance 11
- **HPS7058** Sport Industry Development Program 11
- **HPS7057** Sport Industry Research Project 11
- **HPS7056** Player Management in Sport 11
- **HPS7055** Comparative Studies in Sport and Public Policy 11
- **HPS7054** Sport Gaming and Gambling 11
- **HPS7053** Crisis Management in Sport
- **HPS7052** Sport Tours and Team Itinerary Planning
- **HPS7051** Managing Sport Futures

**General Electives**
- **HPS7045** Sport and the Media 13 3
- **Vocational Elective in Sport Administration** 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
- **General Elective** 11 3

**Semester Two**
- **BMO3325** Human Resource Management Evaluation** or**
- **BMO3421** Managing the Service Organisation** or**
- **BMO3327** Organisation Change & Development 11 3
- **HPS0312** Sport Career Development: Placement 3 34 280#
- **HPS0311** Sport Career Development: Seminar 3 5 1

**Total Year Four:** 120 566

Course Total: 480 1,898

*# = Total placement hours for the semester.

### Vocational Electives

**Communication and Media Management Stream**
- **ACA2007** Electronic Publishing and Editing
- **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
- **HPS7052** Sport Tours and Team Itinerary Planning
- **HPS7053** Crisis Management in Sport
- **HPS7113** Social Issues in Sport Administration

### General Electives

- **HPS7045** Sport Gaming and Gambling 11
- **HPS7055** Comparative Studies in Sport and Public Policy 11
- **HPS7056** Player Management in Sport 11
- **HPS7057** Sport Industry Research Project 11
- **HPS7058** Sport Industry Development Program 11
- **HPS7059** Sport Governance 11
- **HPE7100** 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 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

**Year One (new structure 2004 – subject to approval)**

#### Semester One

- **HPS1111** Sport History and Culture 15 3
- **BLO1105** Business Law 15 3
- **HPS1116** Sport Administration Foundations 1 15 3
- **BHO1171** Introduction to Marketing 15 3

#### Semester Two

- **BAO1101** Accounting for decision Making 15 3
- **HPS1218** Sport Administration Foundation 2 15 3
- **BCO1102** Information Systems for Business 15 3
- **HPS1221** Sport Career development 1 15 3

**Total:** 120 288

47
YEAR TWO

Semester One

- BEO2186 Distribution Management 15 3
- HPS7045 Sport and the Media 15 3
- BHO2285 Marketing Research 15 3
- BEO1103 Microeconomic Principles 15 3

Semester Two

- HPS2111 Sport Sponsorship 15 3
- HPS1117 Sport Politics & Society 15 3
- BMO1102 Management & Organisation 15 3
- HPS7058 Sport Industry development Program 15 3

Total: 120 288

YEAR THREE

Semester One

- Sport Elective 1 15 3
- HPS3112 Sport Venue & Stadium Administration 15 3
- BEO1106 Business Statistics 15 3
- BEO1104 Macroeconomic Principles 15 3

Semester Two

- BEO2254 Statistics for Business & Marketing 15 3
- BHO2434 Consumer Behaviour 15 3
- HPS3113 Ethics & Social Policy of Sport 15 3

Total: 120 288

YEAR FOUR

Semester One

- BHO2251 Product & Pricing Strategy 15 3
- BHO2250 Advertising & Public Relations 15 3
- BHO3254 Advanced Marketing Research 15 3
- HPS3111 Sport Event Administration 15 3

Semester Two

- HPS7057 Sport Industry Research Project 15 3
- BHO3435 Marketing Planning & Strategy 15 3
- HPS3213 Sport Career Development 2 30 1

Total: 120 287

Total Course: 480 1,151

YEAR TWO (continuing student only)

Semester One

- BAO1110 Accounting for Decision Making 11 3
- BHO2251 Product & Pricing Strategy 11 3
- BHO2285 Marketing Research 11 3
- BHO2434 Consumer Behaviour 11 3

Semester Two

- ACA1001 Introduction to Writing 10 3
- BLO9211 Sport, Law and the Athlete 11 3
- BHO3432 Services Marketing 11 3
- BMO3220 Human Resource Management 11 3
- HPS0111 Sport Career Development Seminar 1 3

Semester Three

- HPS0112 Sport Career Development Placement 1 8 70

Total Year Two: 120 473

Semester Two

- BCO1141 Information Technology Management 11 3
- BEO2186 Distribution Management 11 3
- HPS3113 Ethics and Social Policy in Sport 11 3

Semester Three

- Sport Career Development Placement 2 17 105

Total Year Three: 120 469

YEAR FOUR

Semester One

- BHO3435 Marketing Planning & Strategy 11 3
- HPS3111 Sport Event Administration 13 3

Semester Two

- Vocational Elective in Sport Administration 12 3
- Vocational Elective in Sport Administration 12 3
- Vocational Elective in Sport Administration 12 3

Total Year Four: 120 566

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 Arts (Sport Administration)/ Bachelor of Business (Event Management)

Course Code: HBSE

Course Objective
This course aims to provide students with both a sound knowledge and critical appreciation of the structure and practice of the Australian sport industry. The course is directed to employment in sporting club, state and national sporting bodies, leisure centre, sport stadia and major events facilities, community service organizations, and sport management consultancies. The course aims to provide students with the necessary skills to work in the event sector in addition to developing a sound business education.

Admission Requirements
To qualify for admission to the course applicants must have successfully completed the Victoria Certificate of Education (VCE) with a pass in Unit 3 & 4 English with a study score 20. Applicants who do not meet this criteria may be eligible to apply under the Alternative Category.

Course Duration
4 years full-time or part-time equivalent.

Course Structure (new structure 2004 – subject to approval)

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<td>HPS1221 Sport Career Development 1</td>
<td>15</td>
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<tr>
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<table>
<thead>
<tr>
<th>Year Two</th>
<th>Credit Points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>Semester One</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BMO1102 Management &amp; Organisation Behaviour</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HPS7045 Sport &amp; the Media</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>BHO2254 Tourism &amp; Hospitality Marketing</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>BEO1103 Microeconomic Principles</td>
<td>15</td>
<td>3</td>
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<tr>
<td>Semester Two</td>
<td></td>
<td></td>
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<tr>
<td>HPS2111 Sport Sponsorship</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HPS1117 Sport Politics &amp; Society</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>BHO3494 Meetings Conventions &amp; Events</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HPS7058 Sport Industry Development Program</td>
<td>15</td>
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Year Three

<table>
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<tr>
<th>Semester One</th>
<th>Credit Points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sport Elective 1</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HPS3112 Sport Venue &amp; Stadium Administration</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>BEO1106 Business Statistics</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>BEO1104 Macroeconomic Principles</td>
<td>15</td>
<td>3</td>
</tr>
</tbody>
</table>

Semester Two

| Sport Elective 2              | 15            | 3          |
| BMO23454 Conferences & Meetings Management | 15            | 3          |
| BHO3473 Human Relations       | 15            | 3          |
| HPS3113 Ethics & Social Policy of Sport | 15            | 3          |
| Total:                         | 120           | 288        |

Year Four

<table>
<thead>
<tr>
<th>Semester One</th>
<th>Credit Points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>BMO3422 Strategic Management</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>BHO2250 Advertising &amp; Public Relations</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>BMO3405 Live Performance Management</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HPS3111 Sport Event Administration</td>
<td>15</td>
<td>3</td>
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</table>

Semester Two

| HPS7075 Sport Industry Research Project | 15            | 3          |
| BMO3421 Managing the Service Organisation | 15            | 3          |
| HPS3213 Sport Career Development 2 | 30            | 1          |
| Total:                         | 120           | 287        |

Total Course: 480/1151

Note: PS3213 Sport Career Development 2, consists of one hour of contact time per week, and a work industry placement of 200 hours.

Career Opportunities:
Students will attain the skills necessary for employment in sporting clubs, state and national sporting bodies, leisure centres, sport stadium and major event facilities.

Bachelor of Applied Science (Honours) - Human Movement

Course Code: HHHM

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

Semester One
HPH0421 Honours Thesis (Full Time) 60 15

Semester Two
HPH0421 Honours Thesis (Full Time) 60 15

Course Total: 120 390

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: HHPW

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

Course Structure

<table>
<thead>
<tr>
<th>Semester</th>
<th>Credit Points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HHPW4021</td>
<td>Honours Project (full-time)</td>
<td>60</td>
</tr>
</tbody>
</table>

Course Total: 120 390

Students approved to undertake the Honours year on a part-time basis will normally be required to enrol in the subject HPPW4022 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.

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) – Performance Studies students must pass the project and provide two copies of appropriate documentation 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</th>
<th>Credit Points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HPR0431</td>
<td>Honours Thesis (full-time)</td>
<td>60</td>
</tr>
</tbody>
</table>

Course Total: 120 390

Students approved to undertake the Honours year on a part-time basis will normally 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.

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) Sport Administration
(subject to approval)
Course code: HHS0

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

Admission Requirement
To qualify for admission to the course applicants must have successfully completed the University’s Bachelor of Arts (Sport Administration) or Bachelor of Arts (Sport Administration)/Bachelor of Business (Management) or Bachelor of Arts (Sport Administration)/Bachelor of Business (Marketing) or Bachelor of Arts (Sport Administration)/Bachelor of Business (Event Management) or equivalent. An applicant will usually have attained a Distinction (D) average throughout their undergraduate degree in order to qualify for admission to the course.

Applicants are required to submit a 500-word honours thesis proposal to a member of the Sport Management and Policy Division within the School of Human Movement, Recreation and Performance to be considered for admission to the course. The proposal must contain a brief synopsis of the proposed thesis, a statement of methodology, a timeline and a reference list that includes the key primary and secondary sources.

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

Course Structure

<table>
<thead>
<tr>
<th>Year One (full-time option)</th>
<th>Credit points</th>
<th>Hours/ week</th>
</tr>
</thead>
<tbody>
<tr>
<td>Semester One</td>
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<td></td>
</tr>
<tr>
<td>HPS0431 Honours Thesis</td>
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<td>15</td>
</tr>
<tr>
<td>HPS0441 Reading Unit</td>
<td>10</td>
<td>5</td>
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<tr>
<td>Semester Two</td>
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<td></td>
</tr>
<tr>
<td>HPS0431 Honours Thesis</td>
<td>50</td>
<td>15</td>
</tr>
<tr>
<td>HPS0441 Reading Unit</td>
<td>10</td>
<td>5</td>
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<td>Total</td>
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</tbody>
</table>

Year One (part-time option)

<table>
<thead>
<tr>
<th>Semester One</th>
<th>Credit points</th>
<th>Hours/ week</th>
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<tbody>
<tr>
<td>HPS0432 Honour Thesis</td>
<td>25</td>
<td>7.5</td>
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<td>HPS0441 Reading Unit</td>
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<td>Semester Two</td>
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<td></td>
</tr>
<tr>
<td>HPS0432 Honour Thesis</td>
<td>25</td>
<td>7.5</td>
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<tr>
<td>HPS0441 Reading Unit</td>
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<tr>
<td>Year Two</td>
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<td></td>
</tr>
<tr>
<td>Semester One</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HPS0432 Honour Thesis</td>
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<td>7.5</td>
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<tr>
<td>Semester Two</td>
<td></td>
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<tr>
<td>HPS0432 Honour Thesis</td>
<td>25</td>
<td>7.5</td>
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<tr>
<td>Total</td>
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<td>40</td>
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</tbody>
</table>

Course Regulations
The following should be read in conjunction with the Faculty Regulations detailed earlier in the Handbook, and the University Statutes 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 or the Reading Unit will be deemed to have failed the course.

Graduation Requirements
In order to be awarded a Bachelor of Arts (Honours) Sport Administration students must pass the Reading Unit and 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 Coordinator.
The Bachelor of Nursing (post registration) is offered to Division 2 nurses available to students registered as Division 2 nurses. A comprehensive clinical program, providing students with exposure to contemporary nursing practice. Articulation pathways 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.

The aims of the course are to:

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

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.

Course Offerings
In 2004 the School of Nursing and Midwifery will offer the following undergraduate courses:

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

Bachelor of Nursing (Pre-Registration)
Course Code: HBUN

Course Objectives
The aims of the course are to:

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

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.
### 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 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.

#### 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 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.

<table>
<thead>
<tr>
<th>Year Two (Continuing Students Only)</th>
<th>Credit</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Semester One</strong></td>
<td></td>
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</tr>
<tr>
<td>APT2330 Psychosocial Aspect of Health and Illness</td>
<td>8</td>
<td>33</td>
</tr>
<tr>
<td>HNB2111 Acute Care Nursing 1</td>
<td>14</td>
<td>77</td>
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<tr>
<td>HNB2121 Nursing and Cultural Diversity</td>
<td>7</td>
<td>22</td>
</tr>
<tr>
<td>HNB2123 Integrating Nursing Knowledge 2</td>
<td>7</td>
<td>22</td>
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<tr>
<td><strong>Semester Two</strong></td>
<td></td>
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<tr>
<td>HNB2211 Acute Care Nursing 2</td>
<td>10</td>
<td>55</td>
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<tr>
<td>HNB2212 Psychiatric Nursing Care 1</td>
<td>10</td>
<td>55</td>
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<tr>
<td>HNB2223 Ethics and Legal Studies</td>
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<tr>
<td>HNB2224 Integrating Nursing Knowledge 3</td>
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<td>HNB2231 Clinical Practice 4: Acute Care Nursing 2</td>
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<tr>
<td>HNB2232 Clinical Practice 5: Psychiatric Nursing Care 1</td>
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<tr>
<td>SBM2526 Human Bioscience 4 (Nursing)</td>
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<td><strong>Total Year Two</strong></td>
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<table>
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<tr>
<th>Year Three</th>
<th>Semester One</th>
<th>Year Three</th>
<th>Semester One</th>
</tr>
</thead>
<tbody>
<tr>
<td>HNB3111 Health Care of the Family</td>
<td>8</td>
<td>40</td>
<td></td>
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<tr>
<td>HNB3122 Research in Health Care</td>
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<td>39</td>
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<tr>
<td>HNB3114 Primary Health</td>
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<td>General Elective</td>
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<tr>
<td><strong>Plus one of the following Practice Electives:</strong></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>HNB3211 Palliative Care</td>
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<td>40</td>
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</tr>
<tr>
<td>HNB3212 Rural Health</td>
<td>10</td>
<td>40</td>
<td></td>
</tr>
<tr>
<td>HNB3213 Psychiatric Nursing Care 2</td>
<td>10</td>
<td>40</td>
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<tr>
<td>HNB3214 Critical Care Nursing</td>
<td>10</td>
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<tr>
<td><strong>Plus one of the following subjects:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HNB3132 Clinical Practice 7a: Primary Health Care</td>
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<td>96</td>
<td></td>
</tr>
<tr>
<td>HNB3133 Clinical Practice 7b: Health Care of the Family</td>
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<td>96</td>
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</tr>
<tr>
<td><strong>Plus one of the following Practice Clinical 8:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HNB3231 Clinical Practice 8a: Palliative Care</td>
<td>10</td>
<td>64</td>
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<tr>
<td>HNB3232 Clinical Practice 8b: Rural Health</td>
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</tr>
<tr>
<td>HNB3233 Clinical Practice 8c: Psychiatric Nursing Care 2</td>
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</tr>
<tr>
<td>HNB3234 Clinical Practice 8d: Critical Care Nursing</td>
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<tr>
<td><strong>Year Three</strong></td>
<td>120</td>
<td>714</td>
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<tr>
<td><strong>Total Course:</strong></td>
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<td><strong>Elective</strong></td>
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<tr>
<td>HHE1684 Emergency Nursing Care in the Community</td>
<td>10</td>
<td>39</td>
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</tbody>
</table>

### Career Prospects

Career opportunities for Division 1 Registered Nurses are available in clinical practice, clinical management, education and research areas. Nurses are able to practice 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.
Bachelor of Health Science - Nursing (Post-Registration)

(for continuing students only)

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-diplomat 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>Title</th>
<th>Credit Points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HBF1113</td>
<td>Foundation Studies 1</td>
<td>15</td>
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</tr>
<tr>
<td>HBF1123</td>
<td>Foundation Studies 2 Issues and Trends in Health</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HBF1133</td>
<td>Foundation Studies 3 Knowledge &amp; Nursing Knowledge</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HBF1143</td>
<td>Research for Health Care Professionals</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HHR1243</td>
<td>Nursing Studies 3 Clinical Project</td>
<td>30</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td>Nursing Studies 1 Elective</td>
<td>15</td>
<td>3</td>
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<td></td>
<td>Nursing Studies 2 Cognate Studies: Elective</td>
<td>15</td>
<td>4</td>
</tr>
<tr>
<td>Course Total:</td>
<td></td>
<td>120</td>
<td>325</td>
</tr>
</tbody>
</table>

Bachelor - Nursing (Post-Registration)

Course Code: HBPN

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-diplomat applicants who have completed a degree preparation course, for example Learning Options or similar bridging course.

Course Structure

<table>
<thead>
<tr>
<th>Semester One</th>
<th>Course Code</th>
<th>Title</th>
<th>Credit Points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HNB1234</td>
<td>Professional Nursing 2</td>
<td>15</td>
<td>40</td>
<td></td>
</tr>
<tr>
<td>HNB124</td>
<td>Issues and trends in Health</td>
<td>15</td>
<td>39</td>
<td></td>
</tr>
<tr>
<td>HNB3237</td>
<td>Research for Practice</td>
<td>15</td>
<td>40</td>
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<tr>
<td>Nursing Studies (2) electives</td>
<td>15</td>
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<table>
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<th>Title</th>
<th>Credit Points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HNB125</td>
<td>Knowledge and Nursing Knowledge</td>
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<tr>
<td>Nursing Studies (1) elective</td>
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</tr>
<tr>
<td>HNB1243</td>
<td>Nursing Studies (3) Clinical Project</td>
<td>30</td>
<td>78</td>
<td></td>
</tr>
<tr>
<td>Total:</td>
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</table>

Electives

<table>
<thead>
<tr>
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<th>Course Code</th>
<th>Title</th>
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<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HNB3236</td>
<td>Transition to Professional Practice</td>
<td>15</td>
<td>40</td>
<td></td>
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<tr>
<td>(Nursing studies 2 elective)</td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Semester Two</td>
<td>Course Code</td>
<td>Title</td>
<td>Credit Points</td>
<td>Hours/week</td>
</tr>
<tr>
<td>HNB1235</td>
<td>Evidence Based Health Care</td>
<td>15</td>
<td>40</td>
<td></td>
</tr>
<tr>
<td>(Nursing Studies 1 elective)</td>
<td></td>
<td></td>
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</table>

Electives to be offered offshore only

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Title</th>
<th>Credit Points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HHE1673</td>
<td>Health Assessment</td>
<td>15</td>
<td>39</td>
</tr>
<tr>
<td>HHE0001</td>
<td>Introduction to Nursing Management</td>
<td>15</td>
<td>39</td>
</tr>
<tr>
<td>HHE0002</td>
<td>Teaching and Learning in Nursing Education</td>
<td>15</td>
<td>39</td>
</tr>
</tbody>
</table>

55
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:

- have satisfactorily completed a bachelor degree in nursing with a grade average of Credit (C) or higher throughout the course; and
- 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:

- satisfactory completion of a one-year post-registration degree in nursing with a grade average of Credit (C) or higher throughout the course; and
- eligibility for registration as a Division 1 or Division 3 nurse with the Nurses Board of Victoria; or
- 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
- 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>Course Code</th>
<th>Course Title</th>
<th>Semester</th>
<th>Credit Points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HHM6000</td>
<td>Nursing Enquiry and Knowledge</td>
<td>One</td>
<td>20</td>
<td>39</td>
</tr>
<tr>
<td>HNH4312</td>
<td>Minor Thesis A</td>
<td>Two</td>
<td>20</td>
<td>39 or 39</td>
</tr>
<tr>
<td>HNH4314</td>
<td>Minor Thesis B (full-time)</td>
<td>Two</td>
<td>78 or 78</td>
<td>39 or 39</td>
</tr>
<tr>
<td>HNH4313</td>
<td>Minor Thesis B (part-time)</td>
<td>One</td>
<td>40</td>
<td>39 &amp; 39</td>
</tr>
<tr>
<td>HFR0001</td>
<td>Advanced Qualitative Research Methods</td>
<td>One</td>
<td>20</td>
<td>39</td>
</tr>
<tr>
<td>HFR0002</td>
<td>Advanced Qualitative Research Methods</td>
<td>Two</td>
<td>39</td>
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<tr>
<td>Course Total</td>
<td></td>
<td></td>
<td>120</td>
<td>312</td>
</tr>
</tbody>
</table>

Bachelor of Midwifery

Course Code: HBMI

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, according to the ACMI Competency Standards for Midwives (1998);
- 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 at least two of the following: Biology, Chemistry, Health Education, Psychology, Human Development, 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 Regulations
The following should be read in conjunction with the faculty regulations detailed earlier in this Handbook, and the University Statutes and Regulations.

Practical 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 immunization status to satisfy the requirements of the hospital/agency at which they will be place.

Students progress towards competency is gauged against the expected minimum competency rating for each semester of the course. Absence from practice placement may affect a student's ability to demonstrate the expected level of competency; students who have been absent from practice experience during semester, are required to provide appropriate documentation (e.g. medical certificate or a statutory declaration) to account for their absence.

At the discretion of the School additional midwifery practice may be negotiated within a maximum stated time frame to attain competency. Students who do not provide documentary evidence or do not attend the arranged additional practice hours will incur a 'fail' grade and will be required to repeat the relevant Midwifery 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 full-time basis).

Note: Each sequential stage of the course must be completed before progression to a subsequent stage.

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

<table>
<thead>
<tr>
<th>Year One</th>
<th>Semester One</th>
<th>Credit Points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>APT1310</td>
<td>Psychology 1</td>
<td>15</td>
<td>5</td>
</tr>
<tr>
<td>HNM7000</td>
<td>With Childbearing Women</td>
<td>20</td>
<td>6</td>
</tr>
<tr>
<td>HNM7012</td>
<td>Beginning the Journey</td>
<td>12</td>
<td></td>
</tr>
<tr>
<td>SBM1515</td>
<td>Anatomy &amp; Physiology</td>
<td>10</td>
<td>4</td>
</tr>
<tr>
<td>HNM1020</td>
<td>Making Practice Connections</td>
<td>20</td>
<td>208*</td>
</tr>
<tr>
<td>HNM7001</td>
<td>The Childbearing Journey</td>
<td>20</td>
<td>5</td>
</tr>
<tr>
<td>HNM7002</td>
<td>Politics of Maternity Services</td>
<td>10</td>
<td>4</td>
</tr>
<tr>
<td>SBM1525</td>
<td>Anatomy &amp; Physiology 2</td>
<td>10</td>
<td>4</td>
</tr>
<tr>
<td>ASE1310</td>
<td>Introduction to Sociology</td>
<td>10</td>
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<td><strong>Total Year One:</strong></td>
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<th>Year Two</th>
<th>Semester One</th>
<th>Credit Points</th>
<th>Hours/week</th>
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<tbody>
<tr>
<td>HNB3122</td>
<td>Research in Health Care</td>
<td>10</td>
<td>4</td>
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<tr>
<td>HNM2010</td>
<td>Practice Allegiances</td>
<td>20</td>
<td>208*</td>
</tr>
<tr>
<td>HNM7003</td>
<td>With Women: Rethinking Pain</td>
<td>20</td>
<td>4</td>
</tr>
<tr>
<td>HNM7004</td>
<td>Unpacking Midwifery Knowledge</td>
<td>10</td>
<td>4</td>
</tr>
<tr>
<td>HNB2223</td>
<td>Ethics and Legal Studies</td>
<td>10</td>
<td>5</td>
</tr>
<tr>
<td>HNM2020</td>
<td>Towards a Midwife Self</td>
<td>20</td>
<td>208*</td>
</tr>
<tr>
<td>HNM7005</td>
<td>Women's Health: Socio-Political Context</td>
<td>20</td>
<td>4</td>
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<tr>
<td>HNM7006</td>
<td>Midwives Working With Diversity</td>
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<th>Year Three</th>
<th>Semester One</th>
<th>Credit Points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HNM3010</td>
<td>Navigating Childbearing Obstacles</td>
<td>20</td>
<td>208*</td>
</tr>
<tr>
<td>HNM3011</td>
<td>Women's Health Practice</td>
<td>15</td>
<td>120*</td>
</tr>
<tr>
<td>HNM7007</td>
<td>Childbearing Obstacles</td>
<td>15</td>
<td>4</td>
</tr>
<tr>
<td>HNM7008</td>
<td>Women's Health: Women's Business</td>
<td>10</td>
<td>4</td>
</tr>
<tr>
<td>HNM3020</td>
<td>Working With Babies</td>
<td>15</td>
<td>208*</td>
</tr>
<tr>
<td>HNM3021</td>
<td>Independent Learning Unit</td>
<td>15</td>
<td>6</td>
</tr>
<tr>
<td>HNM7009</td>
<td>Babies Needing Extra Care</td>
<td>15</td>
<td>4</td>
</tr>
<tr>
<td>HNM7010</td>
<td>Hanging Up a Shingle</td>
<td>15</td>
<td>4</td>
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<tr>
<td><strong>Total Year Three:</strong></td>
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**Course Total:** 360 2,165

*Clinical practice hours.

Professional Recognition

Graduates from this program will be eligible for registration with the Nurses Board of Victoria. Graduates may also apply for membership of the Australian College of Midwives Inc.
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 a particular 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; BCF9220 Database Applications in Sport; or equivalent.

**Content** This subject is designed to 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 press, 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.


**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 further develop 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%.

**ACA3005 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.


**Subject Hours** One-hour lecture and Two-hour tutorial per week. In addition to this it is expected that students devote at least three self-directed hours per week to each subject.

**Assessment** Resource review (20%); on-line participation (20%); essay of 1,500 words (30%); web project and presentation (30%).

**ACF1006 CYBERCULTURE STUDIES**

**Campus** St Albans.

**Prerequisite(s)** ACF1005 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.

**Required Reading**

Berners-Lee, T. (1999), *Weaving the Web: The Past, Present and Future of the World Wide Web*, Orion, London. As this is such a dynamic and ever-changing field, appropriate texts will change frequently. Most assigned readings will be on the web.

**Recommended Reading**


**Suggested Reading**

Such a dynamic and ever-changing field, appropriate texts will change frequently. Most assigned readings will be on the web. 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.

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

**Recommended Reading**


**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  
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**


**Class Contact** Fours hours per week for one semester comprising one one-hour lecture and 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**


**Recommended Reading**


**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 project 40%; critical evaluation of appropriate productions 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 multidimensional aspects of multimedia production and develop an understanding of the role of design in various aspects of production.

**Required Reading**


**Recommended Reading**


**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 Director, 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 one-hour lecture and a three hour workshop.

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

**ACM2002 MULTIMEDIA 2B**

**Campus** St Albans, Malaysia  
**Prerequisite(s)** Normally ACM2001 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 web site with a focus on issues such as file formats and sizes, compression, data transfer rates, sound video and graphic quality and web site production.

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

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

**Assessment** essay 20%, planning documents 10%, production work 70%.
ACM 3001 MULTIMEDIA 3A

Campus St Albans, Malaysia
Prerequisite(s) ACM2002 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 is 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%.

ACM 3002 MULTIMEDIA 3B

Campus St Albans, Malaysia
Prerequisite(s) ACM3001 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 Content Two hours per week for one semester comprising one two-hour workshop.
Assessment is 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%.

AFC1001 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. Artists such as Frida Kahlo, Joy Hester and Judy Chicago will be discussed in order to highlight women's access to the means of artistic production.
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.
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%.

AFC1003 SURVEY OF ART 2

Campus St Albans.
Prerequisite(s) AFC1001 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.
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%.

AFC2001 ART AND TECHNOLOGY

Campus St Albans.
Prerequisite(s) AFC1003 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.
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 art/technology exhibition, 30%.

AFC2002 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, arguments 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.
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.
Recommended Reading Commonwealth Cultural Policy. 1994.
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 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 essay.
Required Reading CTHEORY at www.ctheory.uac.at/ctheory/ctheory.html
Class Contact Four hours per week for one semester comprising one one-hour lecture and one one-hour tutorial.
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) Completion of all 1st year, 2nd year and 3rd year (first semester) subjects.
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.
Class Contact Four hours per week for one semester comprising one four-hour workshop.
Assessment Successful completion of the exhibition, 75%; journal, 25%.

AFC4001 HONOURS SPECIAL STUDY RESEARCH PROJECT
Campus St Albans.
Prerequisite(s) AXH 1012 – Honours program core unit, and HFC 4001 – Honours Individual Creative Project A
Content The specific content of the exegesis will be determined by the student in consultation with his or her theory supervisor. In general, the exegesis should describe the student’s individual creative project and locate it within a contemporary theoretical context.
Class Contact Formal contact with the supervisor is equivalent to one hour per week. The student may also be required to attend an occasional research seminar. In addition the student is expected to devote at least three self-directed hours per week to the subject.
Assessment The subject will be assessed by a essay of 5000 words or equivalent in length.

APP102 PSYCHOLOGY IA
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.
APP2013 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 the 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 and quizzes, 50%. There is a requirement that students attend 80% of laboratory classes. (Subject to change.)

APP2013 PSYCHOLOGY 2A

Campus St. Albans, Werribee.

Prerequisite(s) APP1012 Psychology 1A; APP1013 Psychology 1B and a pass in Design and Analysis assessment or a pass in APP2013 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.

APP2013 PSYCHOLOGY 2B

Campus St. Albans, Werribee.

Prerequisite(s) APP2013 Psychology 2A.

Content This topic begins with a study of various personal and situational determinants 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 the 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.

APP2014 PSYCHOLOGY 3A

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: Development, Health and Wellbeing. 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 small group of personality theories in depth. Theories covered may include the psychoanalytic school, phenomenological and trait approaches, learning and social learning theories. Psychology: Selected aspects of the psychology 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 unequal power relations between groups, the significance of Aboriginal spirituality, deaths in custody and family separation will be discussed amongst others. Students are made aware that questions of psychological practice cannot be meaningfully considered in isolation from the context of colonisation and genocide.

**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.

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### APP3016 COUNSELLING THEORY AND PRACTICE

**Campus** St Albans, Footscray Park

**Prerequisite(s)** Psychology 2A (APP 2013) & 2B (APP 2014)

**Content** An overview of the principles and practices of counselling from a range of paradigms. Specifically Person-Centered, Gestalt, Behavioural, Rational-Emotive, Cognitive Behavioural and strengths from a range of paradigms. Specifically Person-Centered, Gestalt, Behavioural, Rational-Emotive, Cognitive Behavioural and Psychodynamic perspectives are explored in relation to their historical background, theoretical premises, therapeutic techniques and strengths and limitations in clinical practice. Students are also challenged to explore their own understanding of therapeutic change and to interface this personal perspective with the models presented.


**Class Contact** Two hours per week for one semester.

**Assessment** 80% attendance is required as a hurdle requirement. One 1500–2000 word essay.

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### APP3017 INTRODUCTION TO NEUROPSYCHOLOGY

**Campus** St Albans, Footscray Park

**Prerequisite(s)** Psychology 2A (APP 2013) & 2B (APP 2014)

**Content** This subject is focussed on the methods and some of the knowledge base of human neuropsychology. As such it includes examples of clinical neuropsychological disorders, as well as some aspects of normal neuropsychological functioning. Topics included are: elements of neuroscience, neuropsychological syndromes, developmental neuropsychology, learning disabilities, amnesic syndromes, effects of traumatic brain injury, neuropsychology of language, theagnosias, emotion, dementia, recovery of function after brain damage.


**Recommended Reading** Current journal articles and books as recommended by the lecturer.

**Class Contact** Two hour seminar per week for one semester.

**Assessment** Written short answer questions based on the discussions and material presented in the seminars (4 sets during the semester; 4 x 10% = 40%). Multiple choice exam at the end of the semester based on the various topics covered in the seminars (60%).

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### APP3018 ORGANISATIONS AND WORK

**Campus** St Albans, Footscray Park

**Prerequisite(s)** Psychology 2A (APP 2013) & 2B (APP 2014)

**Content** In general the unit examines the relation between organisational members and their organisational context in a bidirectional relation is proposed through the way organisational members are affected by an organisation, and the way an organisation is affected by its members.


**Recommended Reading** Current journal articles and books as recommended by the lecturer.

**Class Contact** Two hours per week for one semester.

**Assessment** One essay (2000-2500 words) (40%). Multiple choice mid-semester test (20%), Multiple choice Exam at end of semester (40%).

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### APP3019 PSYCHOBIOLOGY

**Campus** St Albans, Footscray Park

**Prerequisite(s)** Psychology 2A (APP 2013) & 2B (APP 2014)

**Content** Topics covered in the course include: Anatomy of the brain and nervous system; Neural transmission; Psychobiological research methods; Psychobiology of normal and abnormal eating and drinking behaviour; Neuroendocrine systems (hormones); Sleep, dreaming and circadian rhythms; Drug addiction and reward circuits in the brain; Psychobiology of emotions, stress and mental illness; Evolution, genetics and genetic counselling.


**Class Contact** A one hour lecture each week and a 2-hour laboratory/seminar each second week in one semester.

**Assessment** An essay plan and reference exercise (10%); One 2000 word essay (40%); 50 item multiple choice examination (50%).

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### APP3020 PSYCH OANALYSIS

**Campus** St Albans, Footscray Park

**Prerequisite(s)** Psychology 2A (APP 2013) & 2B (APP 2014)

**Content** Each psychoanalytic concept is illustrated by clinical examples and its use in psychology, psychiatry, cultural and women's studies, philosophy, literary criticism, sociology, anthropology and other disciplines. Key post-Freudian contributions to psychoanalysis, as well as critical evaluations of Freudian theory and practice are discussed.

**Required Reading** Selected readings from *The Pelican Freud Library* – Student to be advised


**Class Contact** Two hours per week for one semester.

**Assessment** An original essay (3000 words).
APP3021 PSYCHOLOGY OF ADJUSTMENT

Campus St Albans, Footscray Park
Prerequisite(s) Psychology 2A (APP 2013) & 2B (APP 2014).

Content The subject discusses the concepts of psychopathology and diagnostic classification and includes a study of anxiety disorders, mood disorders, schizophrenia and substance dependence. This is complemented by a study of adjustment, stress and coping in relation to life events such as loss and grief, migration, and chronic illness.

Required Reading Current Available Abnormal Psychology Text Book – Student to be Advised.

Recommended Reading As advised in class.

Class Contact Two hours per week for one semester.

Assessment Multiple choice exam (50%); Written paper (2000 words) (50%). The written paper will incorporate a case study which may be based on conducting an interview (or experience of personal) or on researching autobiographical writings – as determined by the lecturer from each year.

APP3022 STRESS, CRISIS AND TRAUMA

Campus St Albans, Footscray Park
Prerequisite(s) Psychology 2A (APP 2013) & 2B (APP 2014).

Content This course begins by discussing the experience and handling of stress in every day life, and its relation to anxiety. The use of the unconscious defence mechanisms, conscious problem solving and support through social relationships is explored. The course then examines crisis and trauma and the place of such experiences in psychological development across stages of the life cycle and in emergency situations. A psychodynamic perspective will be emphasised, with reference to cognitive behavioural approaches, and the role of different styles of psychotherapy is reviewed.


Recommended Reading An extensive reading list is provided from which students can select material appropriate to the essay topic they elect to address.

Class Contact Two hours per week for one semester.

Assessment One (2000 word) essay (50%) One hour examination at the end of semester (50%).

APP3023 PSYCHOLOGICAL ISSUES IN THE WORKPLACE

Campus St Albans, Footscray Park
Prerequisite(s) Psychology 2A (APP 2013) & 2B (APP 2014).

Content The course will examine organisational, legal, political, ethical, professional, physical, and psychological issues encountered by employees in the workplace. Concerns pertinent to the particular occupations and workplaces of the class participants will be identified, and considered in relation to other occupational groups. Issues such as, role and task definitions, the extrinsic and intrinsic meaning or value of work to the individual, personality characteristics and work, a recognition of mental health factors in relation to work, and the suitability of an employee for a specific occupation will be discussed. How psychological measures and techniques may be useful in choosing employees, managing change and conflict, dealing with occupational health and safety issues and maintaining employee satisfaction will also be explored.

Required Reading Current Available Text Book – Student to be Advised.

Recommended Reading To be advised by lecturer.

Class Contact Two hours per week for one semester.

Assessment 2500 word essay (50%), Work Application Exercise (35%), Workshop Exercise (15%).
APT2500 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); and applications of psychological theory in the context of health and disease; Traditional Eastern perspectives on mind and consciousness; Contemporary research into mind and consciousness.

Required Reading

Recommended Reading

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

APU3001 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, ageing, 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 recognizing 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 wellbeing of clients.

Required Reading

APT2330 PSYCHOSOCIAL ASPECTS OF HEALTH AND ILLNESS

Campus St Albans.
Prerequisite(s) APT1320 Psychology 2; ASE1410 Sociology of Health and Illness; or equivalent.

Content This subject explores social and psychological aspects of health and illness with the focus ranging from individual experience to the broader sociopolitical context. The psychosocial context of health and health care – the emergence of the modern health care system, the evolution of mental health services, the politics of health care. The experience of illness – body image in health and illness, patients’ experiences of illness and treatment – adults, children and families, chronic illness and disability, loss and grief. Roles and relationships within the health care system – medical authority, health care teams, nurse-patient-doctor interactions. Illness as a social process – the sick role, medicalisation of illness. Issues in health promotion.

Recommended Reading

Assessment One 1500 word essay (50%); Tutorial Work, 20%; Final examination, 40%.
ASE1310 INTRODUCTION TO SOCIOLOGY

Campus St Albans
Prerequisite(s) Nil

Content The aim of this subject is to introduce nursing students to the major concepts in sociology. It aims to develop an awareness of social, cultural and historical contexts in which issues of health and illness impact on the practice of nursing and on the distribution and delivery of health care in Australia. It situates the examination of health care issues within an exploration of critical sociological perspectives. In particular it examines the distribution of the health and illness the nursing profession and the health care system and their relationship to social class gender ethnicity and religion as these categories are articulated in the Australian community. It also offers a sociological critique of the dominant paradigms of medical practice.

Required Reading Gernov, J., Second Opinion, Oxford University Press, Oxford, 1999. (A book of readings prepared for this subject will also form part of the required readings.)


Subject Hours A total of 48 hours over one semester comprising lectures, tutorials, seminars and workshops.

Assessment Continuous assessment through weekly journal entries on set questions requiring research and reflection (80%) Tutorial presentation and written report (20%).

ASE1410 SOCIOLOGY OF HEALTH AND ILLNESS

Campus 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 health area. It examines relations between the social organisations in which health care is found, and the various personnel and their competencies. The subject provides an opportunity to study social problems through an examination of social history and the emergence of public institutions such as hospitals. Further, the contemporary impact of economic rationalism and managerialism on the distribution of the health and illness the nursing profession and the health care system and their relationship to social class gender ethnicity and religion as these categories are articulated in the Australian community. It also offers a sociological critique of the dominant paradigms of medical practice.

Required Reading To be advised by lecturer.

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

Assessment Essay, 60%; seminar paper, 40%.

AXH102 KEY DEBATES IN THE HUMANITIES AND SOCIAL SCIENCES

Campus Footscray Park, St Albans.

Prerequisite(s) Completion of three years of an approved BA course.

Content A review of some of the contemporary theoretical debates informing humanities and social sciences. Students are encouraged to reflect on the discourses and conventions of their disciplinary areas; to critique different epistemological and methodological approaches; to evaluate the application of these debates to their closer research area.

Required Reading To be advised by lecturer.

Class Contact Three hours per week for one semester.

Assessment Review essay, 25%; seminar paper, 25%; essay, 50%.

AXS1013 KOORI KNOWLEDGE AND CULTURE 1

Campus Echuca.

Prerequisite(s) Nil.

Content In the first year, the focus will be upon the theme Making Our Own Histories. Where do Koori people go to learn of their own history? How do we reinterpret the official/colonial histories to make sense of our own past? A social history approach will be used. Important in this is the validating of the importance of the experiences of ordinary as well as extraordinary people and events 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 2

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 on 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/ Moama 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 (Cummeragunja) 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, indigeneous and other critiques. 2. Re seamlessly integrating into the texts.

Recommended Reading

Recommended Reading

Class Contact Two hours per week for one semester.

Assessment Theoretical essay, 25% history skills development assignment, 25% documentation project on language, 50%.

AXS3013 KOORI KNOWLEDGE AND CULTURE 3
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 CD-ROM, film, book or other activity. The intent would be to market this product utilising skills learned in other subjects as well. 2. Re seamlessly integrating into the texts.

Required Reading

Recommended Reading

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 4
Campus Echuca.

Prerequisite(s) Normally AXS2013 Koori Knowledge and Culture 3.

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. Defining Our Culture: As students come to understand how much they do already know and act upon their Koori identities, greater interest is likely to develop in traditional society and cultures and how that can and does inform contemporary lived realities. From first learning from their own traditions through community elders, students will be better positioned to now consciously and specifically examine some non-Aboriginal accounts and explanations. The conflict between Australian and Western ways of knowing that emerge in cases of land use, education and lifestyle can begin to be explored drawing upon what frames of reference are made ‘legitimate’ and otherwise. This investigation will be framed by contemporary social and cultural theory around the constructions of subjectivities and identities. 2. Living Our Land: How did our people live in this place? What can we ourselves do to live here in a style appropriate to today? A focus on land use patterns will link the creation stories of the region (Bunjii) and the more recent biocultural histories with known ecological history of the region (e.g. plant use, hunting, cooking); Community knowledges will be explored through traditional ceremonies of initiation as well as particular skills (such as rain making, canoe construction, burial methods, kopi stones) associated with the traditional communities; Local business ideas can be explored through looking at the business opportunities in our region? What has been the history of successes (and failures) among indigenous entrepreneurs?

Required Reading
setting and model. The aim would be to practically apply learning in Koori Culture and Knowledge in a community and/or business setting.


**Class Contact** Two hours per week for one semester.

**Assessment** Practicum: including report of performance of responsibilities, 40%; documentation of a community development project, 30%; reflective journal, 30%.

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**BAO 1101 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. Note: Any hand-held calculator without text facility may be used in examinations.

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**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.

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**BCO 1101 COMPUTER APPLICATIONS**

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

**Prerequisite(s)** Nil.


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


**Class Contact** 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** Tutorial assignment 8% word processing assignment 8%; spreadsheet assignment 12%; database assignment 12%; final examination 60%.

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**BCO 1111 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 management and strategic nature of information systems. This is achieved by introducing concepts relating to the 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.

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**BEO 1103 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 scarcity, production possibilities, opportunity costs, nature of 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.

**Recommended Reading**

**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 are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BE0104 MACROECONOMIC PRINCIPLES**

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

**Prerequisite(s)** BE0103 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.

**Recommended Reading**

**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.

**BE0106 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.

**Recommended Reading**

**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/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.

**BE0216 DISTRIBUTION MANAGEMENT**

**Campus** Footscray Park St Albans, Werribee.

**Prerequisite(s)** BEO1185 Retail Management Principles or BHO1171 Introduction to Marketing

**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, retailers and other service providers; customer service function in marketing.

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

**Recommended Reading**

**Class Contact** Equivalent to three hours per week comprising two one-hour lecture and one one-hour tutorial/computer workshop for one semester. Examinations, 60%; case studies, 40%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

**BE0254 STATISTICS FOR BUSINESS AND MARKETING**

**Campus** Footscray Park, St Albans.

**Prerequisite(s)** BEO1106 Business Statistics.

**Content** This subject provides an understanding of the use of statistical techniques in analysing marketing and business problems. Topics include: sampling methods and estimation of point and interval estimates; application of classical and non parametric tests; goodness of fit test and introduction to regression and time-series analysis. Use will be made of an appropriate statistical package.

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

**Recommended Reading**

**Class Contact** Equivalent to three hours per week comprising two one-hour lectures and one one-hour tutorial/computer workshop for one semester. Examinations, 60%; case studies, 40%. 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 can be used in examinations.

**BHO1171 INTRODUCTION TO MARKETING**

**Campus** Footscray Park, St Albans, Werribee.

**Prerequisite(s)** Nil.

**Content** Introduction to Marketing is an introductory unit in marketing management with a focus on the marketing of consumer and industrial goods and services in the Australian environment. Students will be introduced to the concepts of marketing strategies, using case studies and tutorial.


Class Contact  Equivalent to one two-hour lecture and one one-hour tutorial per week for one semester. Subject equal to 15 credit points.

Assessment  Two assignments, 25% each; 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.

BHO190 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.

50%. Supplementary assessment will not be available. Students are expected to complete each component of the assessment to gain a pass in the subject.

BHO192 TRAVEL INDUSTRY MANAGEMENT

Campus  Footscray Park.

Prerequisite(s)  BHO1190 Introduction to Tourism.

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 and intersectoral relationships. Particular emphasis is placed on the preparation of travel itineraries and packages.


Class Contact  Three hours per week for one semester. Normally to be delivered as two hours of lectures and one hour of tutorials, workshops or modules; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment  Progressive Assessment 60%, Final Examination 40%.

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.


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.

BHO2251 PRODUCT AND PRICING STRATEGY

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

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 Case study, 10%; report, 30%; 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.

BHO 2245 TOURISM AND HOSPITALITY MARKETING

Campus Footscray Park

Prerequisite(s) BHO1171 Introduction to Marketing

Content The purchase-decision as applied to tourism and hospitality products and services. Factors influencing the decision-making process. The role of information and communications technology in tourism and hospitality marketing. Electronic communication and distribution strategies.


Class Contact Three hours per week for one semester. Normally to be delivered as two hours of lectures and one hour of tutorials; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Progressive Assessment (60%); Final Exam (40%).

BHO 2255 TOURISM ENTERPRISE MANAGEMENT

Campus Footscray Park

Prerequisite(s) BHO1190 Introduction to Tourism.

Content This subject examines the management of tourism enterprises that are destination-based, with particular emphasis on the attractions and accommodation 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.


Class Contact Three hours per week for one semester. Normally to be delivered as two hours of lectures and one hour of tutorials; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Progressive Assessment (60%); Final Exam (40%).

BHO 2285 MARKETING RESEARCH

Campus St Albans, Sunbury.

Prerequisite(s) BEO1106 Business Statistics; BHO1171 Introduction to Marketing.

Content The subject aims to familiarise students with the applications for market research and its importance in making sound business and marketing decisions; and to complete successfully an applied research project. Topics include: introduction; the role of marketing research; research management and design; data acquisition and processing; design of surveys; marketing research and the behavioural sciences; introduction to multivariate techniques; applications of marketing research.

Required Reading To be advised by lecturer.

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

Assessment Case studies and project, 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.

BHO 2286 NATURE-BASED TOURISM

Campus Footscray Park

Prerequisite(s) BHO1190 Introduction to Tourism.

Content This subject examines the concept of nature-based tourism with particular emphasis on adventure tourism and ecotourism. Topics covered include: motivations for nature-based tourism; the markets for adventure tourism and ecotourism; operational issues including accreditation, and the management of visitors in natural areas.


Class Contact Three hours per week for one semester. Normally to be delivered as two hours of lectures and one hour of tutorials; or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Progressive Assessment (60%); Final Exam (40%).

BHO 2291 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.

BHO 2295 TOURISM POLICY AND ENVIRONMENT

Campus Footscray Park.

Prerequisite(s) BHO1190 Introduction to Tourism.

Content This subject is based around the development 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.

BHO 2434 CONSUMER BEHAVIOUR

Campus St Albans, Sunbury, Werribee.

Prerequisite(s) BHO1171 Introduction to Marketing.

Content The aim of the subject is to provide a detailed study, for both consumer and organisational buying behaviour, of purchasing, processes and the factors which influence them. Topics include: characteristics of individuals, groups and organisations and their influence on purchasing behaviour; consumer behaviour; organisational buying behaviour.

Required Reading To be advised by lecturer.

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

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.

BHO 3432 SERVICES MARKETING

Campus Footscray Park, Werribee.

Prerequisite(s) BHO1171 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.


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 Tutorial paper(s), 20%; research project, 20%; 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.

BHO 3435 MARKETING PLANNING AND STRATEGY

Campus Footscray Park, Werribee, St Albans, Sunbury.

Prerequisite(s) BHO1171 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.


Class Contact Equivalent to two hours of lecture 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.

BHO 3437 DESTINATION PLANNING AND DEVELOPMENT

Campus Footscray Park

Prerequisite(s) BHO1190 Introduction to Tourism; BHO2xxx Tourism Enterprise Management.

Content This subject examines tourism planning in relation to the impacts of tourism development and sustainable tourism. Particular emphasis is given to economic / market, physical / environmental, community and integrated approaches to tourism planning. Planning and development issues at national, regional and local levels, and for urban and rural destinations are also examined.


Class Contact Three hours per week for one semester. Normally to be delivered as two hours of lectures and one hour of tutorials, or a delivery mode as approved by the Faculty of Business and Law. Subject equal to 15 credit points.

Assessment Progressive Assessment 60%, Final Exam 40%.

BHO 3473 HUMAN RELATIONS

Campus Footscray Park

Prerequisite(s) Nil.

Content The subject provides students with systematic knowledge about human behaviour in order to improve their personal, job and career effectiveness. It focuses on such issues as communications, cooperation, conflict, power, personal objectives, trust, personal growth and the development of relationships.


Class Contact Three hours per week for one semester, comprising two hours of lectures and one hour of tutorials.

Assessment Assignments, tests and reflective journals, 100%.

BHO 3492 TOURISM PLANNING AND DEVELOPMENT

Campus Footscray Park, Werribee.

Prerequisite(s) BHO1190 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 canvassed.

Required Reading Hall, C.M. 1995, Introduction to Tourism in Australasian Contexts: 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.
BLO 2207 EMPLOYMENT LAW

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%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BHO 3496 TOURISM RESEARCH PROJECT

Campus Footscray Park, Werribee.
Prerequisite(s) BHO1190 Introduction to Tourism, BHO3492 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.

BLO 1105 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 bound; certainty; terms, duress, undue influence and unconscionable contracts; statutory implied terms; discharge of contract; damages and other remedies; revision.
Class Contact Equivalent to three hours per week for one semester comprising two one-hour lectures and one one-hour tutorial.
Assessment Tutorial participation, 15%; assignment, 25%; 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.

BLO 2207 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.
Class Contact Equivalent to three hours per week for one semester comprising two one-hour lectures and one one-hour tutorial.
Assessment Assignments and class work, 35%; final examination, 65%. Students must satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available.

BLO 9211 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 sports law. The students will then be introduced to those laws that have direct and practical application to every day sports administration, particularly as they apply to the athlete. Topics that will be covered include matters relating to the employment of the athlete including employment law, restraint of trade and equal opportunity and anti-discrimination law. The students will also consider issues of injury and compensation and the potential rights and liabilities that may arise for participants as well as sport and recreation administrators. This will involve consideration of the law of assault, negligence, and related matters. The issues of drugs in sport, challenging the decisions of sporting disputes tribunals and alternative dispute resolution will be considered. Finally students will look at how the athlete may protect their reputation through the law of defamation.
Class Contact Three hours per week for one semester comprising two one-hour lectures/seminars and one one-hour tutorial.
Assessment Class presentation, 15%; research assignment, 25%; examination, 60%.

BLO 9311 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 gambling, 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%.

BMO 1102 MANAGEMENT AND ORGANISATION BEHAVIOUR

Campus Footscray Park, Melton, St Albans, Sunbury, Werribee.
Prerequisite(s) Nil.
Content The aims of this subject are to provide students with an understanding of organisational behaviour and management theory;
to assess critically the underlying values of these theories; to assess critically 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, concentrating 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

**Recommended Reading**

- 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.**

**BMO110 MANAGING KNOWLEDGE**

**Campus** Footscray Park, Sunbury.

**Prerequisite(s)** Nil.

**Content** The subject includes the following topics: information and knowledge, sources and forms of knowledge, organizational memory and learning, developing knowledge systems, documenting knowledge, documents in electronic environments, knowledge management tools, aligning knowledge management and business strategy, knowledge enabled customer relationship management and using knowledge for competitive advantage.

**Required Reading**


**Class Contact**: Equivalent to 39 hours per semester.

**Assessment**

- Class assignments (50%); final examination (50%).

**BMO227 ORGANISATIONS**

**Campus** Footscray Park, Werribee.

**Prerequisite(s)** BMO1102 Management and Organisation Behaviour.

**Content** This subject examines the practices and functioning of organisations at micro levels, with an emphasis on how the individual interacts and impinges on such organisational settings. It is designed specifically to provide students with practical skills and a better understanding of themselves as people which will enable them to be more effective managers. The topics covered in this subject include: personality, social perception, group dynamics, motivation and the management of personal behaviour such as stress management, conflict negotiation and career management strategies.

**Required Reading**


**Class Contact**

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

**Assessment**

- Multiple choice questions, 20%; experimental 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.**

**BMO2354 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, ie. seminars, conferences and conventions; planning, conducting, managing and evaluating meetings.

**Required Reading**


**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%; 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.**

**BMO3220 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 development and research in Human Resource Management.

**Required Reading**

To be advised by lecturer.

**Recommended Reading**


**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.
**BMO3320 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.

**BMO3323 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 tutorial 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)** BMO3320 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: 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 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.

**BMO 3328 HEALTH AND SAFETY MANAGEMENT**

**Campus** Footscray Park, City - Flinders Lane  
**Prerequisite(s)** BMO1102 Management & Organisation Behaviour.  
**Class Contact** Thirty-nine hours for one semester, comprising two one-hour lectures and one one-hour tutorial per week.  
**Assessment** Case study analysis 50%; Final examination 50%.

**BMO 3420 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 HRISs; analysis, development, implementation and management of HRISs; 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.

**BMO 3421 MANAGING THE SERVICE ORGANISATION**

**Campus** Footscray Park, City - Flinders Lane  
**Prerequisite(s)** BMO1102 Management & Organisation Behaviour.  
**Content** Introduction to the service industries. Service sector: changes in organisational structure; Service management: service quality; service culture; customer service; Service staff recruitment and selection; leadership and empowerment; staff development; entrepreneurship and careers.  
**Required Reading** To be advised by the lecturer.

**BMO 3422 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.  
**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.

**BMO 3476 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 training and assessment; 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.

**BMO 4422 INNOVATION AND ENTREPRENEURSHIP**

**Campus** Footscray Park, City – Flinders Lane  
**Prerequisite(s)** BMO4420 Organisation Behaviour and Analysis.  
**Content** This subject includes the following topics: opportunity recognition: the innovation, intrapreneurial and entrepreneurial processes, new product; and new venture ideas, opportunity identification and screening; market opportunities: determining the market and how to analyse it, strategically outlining the competitive advantage; human resource issues: the entrepreneurial mind -
intrapreneuring, the new venture team, personal; ethics and the entrepreneur, identifying and marshalling key stakeholders; financial/resource considerations: the innovator and the entrepreneurial approach to acquisition of resources, the business plan, valuing, negotiating and structuring the proposal; and innovators in action: managing an innovative organisation, managing rapid growth and crafting a personal entrepreneurial strategy.

Required Reading
To be advised by the lecturer.

Required Reading

Class Contact
Thirty-nine hours for one semester, comprising one one-hour lecture and one two-hour tutorial.

Assessment
Individual assignment 20%; Sighted Examination 30%; Business plan and presentation 50%.

HEB0030 INTRODUCTION TO THE VISUAL ARTS 1

Campus Footscray Park, Melton.
Prerequisite(s) Nil.
Content The subject is constructed around a number of key themes: thinking about art; art and society; the arts in Australia; the arts in local communities; the history of the visual arts in Australia; the Arts and ethnic cultures; the Arts and Aboriginal society; gender and the Arts; social class and the Arts; conceiving art; experimentation, risk-taking, problem solving, speculation and innovation; the development of an individual symbol system; making art; the development of ideas; the range of practices of the visual arts; printing, print making, construction, the crafts, art and computers; interpretation in the Arts; 'visual' literacy; communicating understanding in the Arts; an introduction to critical theory; the social and political interpretations of art.

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%).

HEB0031 INTRODUCTION TO THE VISUAL ARTS 2

Campus Footscray Park, Melton.
Prerequisite(s) HEB0030 Introduction to the Visual Arts 1; or equivalent.

Content The subject is constructed around a number of key themes: conceiving art; divergent thinking, experimentation, risk-taking, problem solving, speculation and innovation; the extension 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 several 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.

Recommended Reading

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
In the subject relates to each student's development of skill and encourages a personal approach to their own work, 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 aids 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

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.

Assessment
Production of a folio of art work using all computing/software technologies. Folio (75%); class paper (25%).

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 judgements; 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.

Recommended Reading

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 experiences 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 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 language and learning will be introduced. 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%).

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 tutorial.

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

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 literacy development will be linked to learner needs from early childhood to adulthood. Theme and motivation 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 Presentation of a written report (100%).

HEB0047 APPLIED LINGUISTICS 3

Campus Footscray Park, Melton.

Prerequisite(s) HEB0046 Applied Linguistics 2; 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%).

HEB0048 LITERATURE IN CONTEXT 2

Campus Footscray Park, Melton.

Prerequisite(s) HEB0047 Applied Linguistics 3; 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 literacy development will be linked to learner needs from early childhood to adulthood. Theme and motivation 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 Presentation of a written report (100%).

HEB0049 LITERATURE IN CONTEXT 3

Campus Footscray Park, Melton.

Prerequisite(s) HEB0048 Literature in Context 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 literacy development will be linked to learner needs from early childhood to adulthood. Theme and motivation 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 Presentation of a written report (100%).
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.


Subject Hours To be advised by lecturer.

Assessment

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

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.


Subject Hours To be advised by lecturer.

Assessment

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

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.


Subject Hours To be advised by lecturer.

Assessment

- Three hours per week for one semester comprising one one-hour lecture and one two-hour workshop.
- Tutorial paper (40%); essay (50%); attendance and participation (10%).

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 To be advised by lecturer.

Assessment

- Two written assignments (each 50%); and satisfactory participation in Outdoor Education programs.

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.


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 environmental education used by therapeutic and education groups in the outdoors with specific populations; examination and implementation of evaluation techniques.

**Required Reading**


**Recommended Reading**

- In, C. * (Ed.) (1995). *Exploring the Boundaries of Adventure Therapy*. Proceedings of First International Conference; Perth. The Association for Experiential Education. Western Australia: Published COEAWA. 
- Dubuque: Kendall/Hunt Publishing. 
- Hamilton MA: Project Adventure Inc. 

**Assessment**

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

**HEB0054 INTEGRATION IN OUTDOOR EDUCATION**

**Campus** Melbourne.

**Prerequisite(s)**

- HEB0051 Safety in the Outdoors or equivalent.

**Content**

- The subject will include how to design and implement Outdoor Education Programs in diverse locations; the needs and requirements of special populations; nutritional diets appropriate for physical exertion and large group catering; creative approaches to integrated curriculum; evaluation of Outdoor Programs; examination of specific outdoor activities for risk/benefit analysis; the implementation of an integrated four day canvas-based, group catered program.

**Required Reading**


Subject Hours Three hours per week for one semester or equivalent. Assessment Two written assignments (each 50%); and satisfactory participation in outdoor education programs.

HEB0055 ENVIRONMENTAL APPRECIATION

Campus Melbourne.

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 philosophy of Outdoor Education. An exploration 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.


Subject Hours 39 hours for one semester including lectures, workshops, including partnerships with community organisations and Outdoor Education programs.

Assessment Two written assignments (graded, 50% each). Satisfactory participation in Outdoor Education programs (ungraded).

HEB0056 PHILOSOPHY OF OUTDOOR EDUCATION

Campus Melbourne.

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 39 hours for one semester including lectures, workshops, including partnerships with community organisations and Outdoor Education programs.

Assessment Two written assignments (graded, 50% each). Satisfactory participation in Outdoor Education programs (ungraded).
**HEB0060 PROFESSIONAL COLLABORATION**

**Campus** Echuca, Footscray Park, Melton.

**Prerequisite(s)** Nil.

**Content** The subject will expect students to generate the principles of interprofessional collaboration in their own practice. Topics to be investigated will be drawn from team building, problem solving and action research in interprofessional collaboration, focus on professional roles, skills and beliefs, communication across disciplines, professions, cultures, confidentiality and information sharing in interprofessional collaboration, responsibilities in interprofessional collaboration, defining levels of collaboration, input and outcomes in interprofessional collaboration, barriers to and opportunities in interprofessional collaboration and issues of reprofessionalisation or deprofessionalisation in interprofessional collaboration.


**Subject Hours** Four hours per week equivalent for one semester, compromising campus and community based meetings and activities 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.


**Subject Hours** Thirty-nine hours of workshops for one semester or equivalent.

**Assessment** Reports of reading (50%); activities and projects (50%); or equivalent.

**HEB0063 POLICY AND CIVICS EDUCATION**

**Campus** Echuca, Footscray Park, Melton.

**Prerequisite(s)** Nil.

**Content** This 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. The subject will also explore the context, development and implementation of social policy and its relationship to civics education in Australia. It will examine current models of social policy and provide a basis for the development of a framework of civics education for young people. Topics to be examined in relation to youth policy formulation and implementation will include the organisation of government and non-government organisation, and an investigation of many of the current debates surrounding the role of the welfare state.


**Subject Hours** Thirty-nine hours of workshops for one semester or equivalent.

**Assessment** Reports of reading (50%); activities and projects (50%); or equivalent.

**HEB0064 SOCIAL INQUIRY, THEORY AND RESEARCH**

**Campus** Echuca, Footscray Park, Melton.

**Prerequisite(s)** Any two of the subjects registered within Year 1 and Year 2 of the Social Inquiry sequence, or equivalent.

**Content** This subject is concerned with developing understandings of the range and application of modern social theory. This subject...
offers a critique of some of the new perspectives on sociology. It investigates philosophical inquiry as an essential function of critical social inquiry, theory and research. It concentrates on critical theory and the critical theorists. It introduces students to research processes and methods and students undertake and report a social research investigation as a significant component of this subject.


**Subject Hours** Thirty-nine hours of workshops for one semester or equivalent.

**Assessment** Reports of reading (50%); research report (50%); or equivalent.

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## HEB0070 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.


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

**Assessment** Major project: Newsletter design demonstrating desktop publishing skill development (50%); reflective writing (30%); class based tasks (20%).

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## HEB0071 KNOWLEDGE MANAGEMENT

**Campus** Footscray Park, Melton.

**Prerequisite(s)** HEB0070 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.


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

**Assessment** Major project: development and delivery of a multimedia presentation (60%); participation in and contribution to discussion and online forum (40%).

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## HEB0072 ELECTRONIC COMMUNITIES

**Campus** Footscray Park, Melton.

**Prerequisite(s)** VCE Units 3 and 4 Information Technology or HEB0070 and HEB0071 or equivalent.

**Content** The 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.


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

**Assessment** Major project: Networking collaborative project (50%); online forum (50%).

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## HEB0073 INTERACTIVE MULTIMEDIA

**Campus** Footscray Park, Melton.

**Prerequisite(s)** HEB0070 Introduction to Information and Communication Technology, HEB0071 Knowledge Management, or HEB0072 Electronic Communities or equivalent.

**Content** A critical exploration of the concept of digital literacy and the design and management of multimedia. The subject includes evaluation of multimedia software applications, use of hypertext and hypermedia and the use of authoring tools and facilities to develop effective multimedia presentations. Students will have the opportunity to learn digitization techniques for sound, graphics and video. Electronic information environments with a focus on email and the Web based information searches.


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

**Assessment** Major project: Networking collaborative project (50%); online forum (50%).
**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.


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

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

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**HEB0076 SYSTEMS PLANNING AND SUPPORT**

**Campus** Footscray Park, Melton.

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

**Content** This subject will enable students to undertake 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.


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

**Assessment** Log book and Journal (40%); major project (60%).

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**HEB0073 INTERFACE DESIGN**

**Campus** Footscray Park, Melton.

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

**Content** This subject will enable students to critically evaluate common interface design features and to develop educationally valid Internet interface designs, and to demonstrate their developing understandings through practice. Students will become familiar with basic programming techniques using contemporary programming languages. Students will discover the variety of ways in which databases are able to be accessed and manipulated through emerging technologies.


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

**Assessment** Presentation papers (80%); Major Project: Programming Task (20%).

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**HEB0075 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.


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

**Assessment** Minor assignments (40%); major project (60%).

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**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.

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 an understanding of the connections between culture, literacy and education will be key learning outcomes for this subject. Issues such as equity, ethnicity, gender, social and educational outcomes will be investigated as practical philosophical inquiry.


Subject Hours: Four hours per week, or equivalent, of 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.

HEB1100 LITERACY AND LANGUAGE

Campus: Footscray Park, Melton.
Prerequisite(s): Nil.

Content: The 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.


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%).

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.


Subject Hours: Four hours per week, or equivalent, in lectures and workshops. Workshops may include mentored activity with Year 4 students.

Assessment: Essays (70%); class papers (30%).
HEB1500 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.
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%).

HEB1610 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.
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.
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 (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 role, 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**


**Recommended Reading**


**Websites**


**Subject Hours**

Three 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%).

**HEB1650 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.

**Required Reading**


**Recommended Reading**


**Websites**


**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%).
**HEB2020 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.  
**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.

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**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 multi-media 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.

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**HEB3010 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 23 days Project Partnership 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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**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)** HEB3101 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 personal action; development and evaluation of integrated curriculum and inquiry; understanding of the social world, and civics and citizenship education; the use of information technology, especially the Internet, in supporting teaching and learning in the SOSE field; curriculum organisation and evaluation, including the role of the School Charter, in Victorian schools. Students will undertake extended classroom teaching through teaching in the fields of their Elective General Studies and in SOSE and Literacy. Connections between SOSE, Literacy 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 of lectures and workshops, or equivalent, plus 22 days Project Partnership 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.

**HEB3040 INCLUSIVE EDUCATION**

**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** Two hours per week of lectures, or equivalent, for one semester.

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

**HEB4010 PHYSICAL EDUCATION, HEALTH AND COMMUNITY**

**Campus** Melton, Footscray Park.

**Prerequisite(s)** HEB3101 Language, Technology and Education or equivalent.

**Content** Partnership experience will provide the context for an investigation into knowledge required and curriculum for teaching in the area of health and physical education. Topics will be: the need to enhance the health status and physical and outdoor activity levels of young people; educational issues which take into account socio-cultural issues and community health needs and practices; the application of the CSF to authentic teaching practice; and partnerships which focus on programs that can respond to the health needs of the community. The development of school curriculum documents will be considered. Connections between PE and health 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 and fifteen days in 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.

**HEB4020 MENTORING LITERACY AND NUMERACY**

**Campus** Footscray Park, Melton.

**Prerequisite(s)** HEB3101 Science, Technology and Numeracy or HEB3030 SOSE and Literacy Education or equivalent.

**Content** A review of the place of literacy and numeracy in an integrated and inquiry-based curriculum will be undertaken by Year 4 students. The review will provide a context in which Year 4 students will mentor Year 1 students who will be commencing their study of teaching in literacy and mathematics. Mentoring groups will consider approaches to the teaching and learning of mathematics and language and the principles on which particular aspects of mathematics and language can be taught and integrated across the curriculum. Internet materials and references will be compiled to indicate trends and debates around the world regarding mathematics and language education.

**Required Reading**

**Recommended Reading**

**Subject Hours** Three hours per week, or equivalent, of lectures and workshops for one semester, including mentoring workshops with Year 1 students.
Assessment  Design of mathematics/language unit arising from mentoring group (60%); class paper (40%).

HEB4030 CHANGE IN EDUCATION
Campus  Footscray Park, Melton.
Prerequisite(s)  HEB3020 Curriculum Theory or equivalent.
Content  This subject builds on practical curriculum understandings 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, civic 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.
Subject Hours  Three hours per week, or equivalent, in lectures and workshops for one semester.
Assessment  Essay (60%); class paper (40%).

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.
Subject Hours  Two hours per week, or equivalent, of lectures and workshops for one semester.
Assessment  Essay (60%); workshop presentation (40%).

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.
Subject Hours  20 hours in lectures and workshops for one semester.
Assessment  Seminar reports (50%); compilations for teaching portfolio (50%).

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.
Subject Hours  20 hours in lectures and workshops for one semester.
Assessment  Drafts of professional portfolio elements (100%).

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.
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.
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 emphasise 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 Australian Teaching Council (1996). National Competency Framework for Beginning Teachers. Canberra: AGPS.
Subject Hours 20 hours of workshops for one semester.
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 report in university workshops (25%).

HEB4160 SCHOOL EXPERIENCE 7

HEB4260 SCHOOL EXPERIENCE 8
Campus Footscray Park, Melton.
Prerequisite(s) Nil.
Content The subject aims to: recognise 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; 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.

HEB4170 ACTION RESEARCH IN EDUCATION 1

HEB4270 ACTION RESEARCH IN EDUCATION 2
Campus Footscray Park, Melton.
Prerequisite(s) Nil.
Content Teachers enrolling in the course will participate in Action Research teams of about 15 students, although the number of students may vary in each term. Each team will select from a range of research projects which are of current interest and are related to the equity and multicultural policies of the Department of Education. The exact nature of each team's project and the specific content of an individual student's project will be a matter for negotiation between students and the Department of Education. The aims of the subject are to: provide practising teachers with the opportunity to prepare, implement and evaluate a plan for research in a particular curriculum area; introduce students to the discourse, literature and method of the collaborative action research process; develop students' competence in the formal recording of the progress of research in a particular curriculum area; develop students' skills in critical reflection on the progress of the collaborative action research project through the keeping of a personal journal; report the progress, in literary and other formats of collaborative action research in particular curriculum areas to the education and wider communities.
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 plan (40%); journal (30%); graduation seminar (30%). 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.
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

HEB4280 CURRICULUM POLICY AND PRACTICE 2
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.


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 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%).

HEB4190 CURRICULUM IN THE PRIMARY SCHOOL 1

HEB4290 CURRICULUM IN THE PRIMARY SCHOOL 2

Campus Footscray Park, Melton.

Co-requisite(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 enhancement of metacognitive understanding about teaching and learning; promote and publish approaches to curriculum implementation will include: the organisation of government 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%).

HEB4283 PROFESSIONAL PRACTICE

Campus St Albans

Prerequisite(s) HEB0061 Action Research Co-requisite(s) HEB2484 Reflective Practice Seminar

Content This subject aims to strengthen links to workplace learning and in so doing strengthen the Youth Studies course and the ability of students to link theory and practice.

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.

Required Reading

HEE1181 LANGUAGE DEVELOPMENT

Campus Echuca.

Prerequisite(s) HEE1180 Learning and Communication or equivalent.

Content This subject explores definitions and conceptions of ‘language’, and the understanding of the relationship between theory and practice and professional ethics that underpin good practice.

Required Reading

HEE1180 YOUTH AND COMMUNITY STUDIES

Campus Echuca.

Prerequisite(s) Nil.

Content This subject will explore 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 community settings through site based mentors, community mentors, 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.

Required Reading

Recommended Reading

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.
Subject Hours Fifty-two hours for one semester comprising workshops.
Assessment Reports of reading, activities and projects (100%).

**HEE191 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 young people 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%).

**HEE280 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.

**HEE290 YOUTH AND COMMUNITY STUDIES 2**
Campus Echuca.
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.
Subject Hours Thirty-nine hours of workshops for one semester or equivalent.
Assessment Reports of reading (50%); activities and projects (50%); or equivalent.

**HEE291 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.
Subject Hours Thirty-nine hours for one semester comprising workshops.
Assessment
Reports of reading, activities and projects (100%).

**HEE292 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 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.


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

**Assessment** Reports of reading, activities and projects (100%).

**HEE293 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 competing 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.


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

**Assessment** Reports of reading, activities and projects (100%).

**HEE294 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 group. 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.


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

**Assessment** Reports of reading, activities and projects (100%).

**HEE295 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%).

**HEE296 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%).

**HEE297 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%).

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**HEE3180 CURRICULUM KNOWLEDGE 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 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 of workshops plus twenty-six days of 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** Fifty-two hours of workshops plus twenty days Community Partnership for one semester  
**Assessment** Program report and evaluation, 100%; report of satisfactory participation in partnership activities.  

**HEE3182 CURRICULUM KNOWLEDGE 2**  
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 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 SCTP Dimensions of Teaching.  
**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.  

**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.  

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Subject Hours  Fifty-two hours for one semester.

Assessment  Reports of workshop sessions, 25%; a report of findings through a negotiated teaching portfolio, 50%; report of satisfactory participation in partnership activities.

### HEE4B1 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 and 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 Australia’s Schools, NIEF.


**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%.

### HEE4B2 CURRICULUM AND PLANNING 1

**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%).

### HEE4B3 COLLABORATIVE ACTION RESEARCH 2

**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 Australia’s Indigenous cultures, languages and ways of learning are included. Student teachers will work alongside classroom practitioners, identify curriculum questions for investigation, gather and interpret data and draft preliminary research findings for ongoing investigation. Collaborative reflection on the findings provides the basis for consideration of curriculum and educational policy as a vehicle for social and education change and reform. Students work in either primary, secondary or P–12 settings. Special attention to teaching and learning in the graduating teachers areas of expertise will be given.


**Subject Hours**  Twenty-six hours of workshops plus fifty days Education Partnership for one semester.

**Assessment**  Reports of workshop sessions, 25%; a report of findings through a negotiated teaching portfolio, 75%; report of satisfactory participation in partnership activities.

### HEE4B4 EDUCATIONAL ORGANISATION 2

**Campus**  Echuca.

**Prerequisite(s)**  HEE1180 Learning and Communication or equivalent.

**Content**  This subject is partnership-based in schools and includes an extensive study of educational and school structures, procedures and organisation. Major trends that impact upon school curriculum are considered including self-management, unemployment, retention rates, information technology, community health issues, race, gender and social and educational disadvantage. Special emphasis is given to issues concerning Indigenous culture, language and learning. 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 is included. Special attention to teaching and learning in the graduating teachers areas of expertise is given.

**Required Reading**  Caldwell, B. 1993, Decentralising the Management of Australia’s Schools, NIEF.


**Subject Hours**  Fifty-two hours for one semesters comprising workshops or equivalent.

**Assessment**  Reports of workshop sessions, 25%; a report of findings through a negotiated teaching portfolio, 50%
HEE4185 CURRICULUM AND PLANNING 2
Campus Footscray Park.
Prerequisite(s) HEE1180 Learning and Communication or equivalent.
Content This subject is partnership-based. It immerses secondary students in the curriculum and learning of primary and secondary schools. Issues such as setting, comparing student backgrounds and interests, and how to engage students with greater ideas will be studied, together with appropriate methods of monitoring, assessing, and reporting student learning progress. 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 teaching areas of expertise will be given.
Subject Hours Fifty-two hours of workshops or equivalent for one semester.
Assessment Philosophical 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, for inclusion in the teaching portfolio and for discussion during the Graduating Seminar (50%).

HEG1613 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.)
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%.

HEG1614 LOTE (LANGUAGES OTHER THAN ENGLISH) STUDY, P–12
Campus Footscray Park.
Prerequisite(s) As specified by the Standards Council of the Teaching Profession.
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 goals 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 adaptation of resources. The rationale and organisation of different types of LOTE programs; immersion programs and bilingual education.
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%.

HFB101 FUNDAMENTALS OF PARAMEDICINE 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 paramedical 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 these aspects relate to the paramedic practice. Topics studied in this subject may be interchangeable with those in HFB1205 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 Examination (50%) and Portfolio (50%). Normally to obtain a pass in the subject all components of assessment must be passed. To obtain a pass in the subject all components of assessment must be successfully completed. If resubmission of the assignment or a supplementary examination is required for this subject, the total mark available for the task will be a maximum of 50%, and the overall grade for the subject will be no higher than pass.

HFB102 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 paramedical 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 these aspects relate to the paramedic practice. Topics studied in this subject may be interchangeable with those in HFB1205 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 Six hours per week for one semester comprising lectures, tutorials/practical or off campus equivalent.
Assessment Examination (50%) and Portfolio (50%). Normally to obtain a pass in the subject all components of assessment must be passed. To obtain a pass in the subject all components of assessment must be successfully completed. If resubmission of the assignment or a supplementary examination is required for this subject, the total mark available for the task will be a maximum of 50%, and the overall grade for the subject will be no higher than pass.

HFB103 PARAMEDIC PRACTICE 1
Campus St Albans, Off Campus.
Prerequisite(s) HFB1801 Out of Hospital Practice, HFB1802 Prehospital Clinical 1; or equivalent
Content This subject builds on HFB1801 Out of Hospital Practice and continues to develop the students understanding and practice of paramedic emergency management. This subject has been designed
to continue the study of paramedic knowledge using a problem-oriented approach. The introduction of skill development has been specifically integrated to ensure students have an underlying knowledge and are able to apply those skills to a particular situation. The framework of this subject will be based around medical and surgical groups of out of hospital emergencies and will be related to the neurological, respiratory, cardiovascular, and endocrine systems. Students will be introduced to the principles of applied clinical pharmacology in the form of medical guidelines, and drug administration. Basic electrocardiology, basic and introduction to advanced life support procedures including manual defibrillation, intravenous therapy, injections, and advanced airway clearance. 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 HFB2100 Paramedic Practice 2 or HFB2204 Paramedic Practice 3.

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


**Subject Hours** Six hours per week for one semester or off campus equivalent comprising lectures, tutorials, practical sessions and discussion.

**Assessment** Examination (50%), Portfolio (50%). Mastery exams (pass / fail) Normally to obtain a pass in the subject all components of assessment must be passed. To obtain a pass in the subject all components of assessment must be successfully completed. If resubmission of the assignment or a supplementary examination is required for this subject, the total mark available for the task will be a maximum of 50%, and the overall grade for the subject will be no higher than pass.

**HFB1204 PARAMEDIC CLINICAL 1**

**Campus** St Albans, Off Campus.

**Prerequisite(s)** HFB1801 Out of Hospital Practice; or equivalent.

**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. Where possible, students will be notified at the beginning of the semester of the clinical arrangements.

**Assessment** Examination (50%), Portfolio (50%). Mastery exams (pass / fail) Normally to obtain a pass in the subject all components of assessment must be passed. To obtain a pass in the subject all components of assessment must be successfully completed. If resubmission of the assignment or a supplementary examination is required for this subject, the total mark available for the task will be a maximum of 50%, and the overall grade for the subject will be no higher than pass.

**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 interchanged 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** Six hours per week or off campus equivalent for one semester comprising lectures, and practical/tutorials.

**Assessment** Examination (50%) and Portfolio (50%). Normally to obtain a pass in the subject all components of assessment must be passed. To obtain a pass in the subject all components of assessment must be successfully completed. If resubmission of the assignment or a supplementary examination is required for this subject, the total mark available for the task will be a maximum of 50%, and the overall grade for the subject will be no higher than pass.

**HFB2106 PARAMEDICINE 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 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** Four hours per week or off-campus equivalent comprising lectures and tutorials/ laboratory/workbook.

**Assessment** Examination (50%) and Portfolio (50%). Normally to obtain a pass in the subject all components of assessment must be passed. To obtain a pass in the subject all components of assessment must be successfully completed. If resubmission of the assignment or a supplementary examination is required for this subject, the total mark available for the task will be a maximum of 50%, and the overall grade for the subject will be no higher than pass.

**HFB801 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 patients with conditions including Neurological, Psychiatric, Respiratory, Cardiovascular, Gastrointestinal disease, and musculoskeletal problems, environmental effects, substance abuse and acute medical and surgical events. The third area introduces trauma and it’s 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** of patient priorities and care of their families resulting in individualised care is emphasised.

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

**Subject Hours** Six hours per week for one semester or off campus equivalent for one semester comprising lectures, tutorial/laboratory work.
HFB1802 PREHOSPITAL CLINICAL
Campus St Albans, Off Campus.
Prerequisite(s) Nil.
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. Where possible 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 Satisfactory or Unsatisfactory. A Graded Clinical Portfolio. If resubmission of the assignment or a supplementary examination is required for this subject, the total mark available for the task will be a maximum of 50%, and the overall grade for the subject will be no higher than pass.

HFB204 PARAMEDIC PRACTICE 3
Campus St Albans, Off Campus.
Prerequisite(s) HFB2100 Paramedic Practice 2; or equivalent.
Content This subject continues develop the students understanding and practice of paramedical 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 the subject will be based around medical specialties and out of hospital emergencies and will be related to emergency care of the elderly, obstetrics and midwifery, neonatal care, paediatrics, abdominal and reproductive emergencies. Students will be introduced to the principles of applied clinical pharmacology in the form of paramedical 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 HFB1203 Paramedic Practice 1 or HFB2204 Paramedic Practice 3.
Required Reading To be advised by lecturer.
Subject Hours Six hours per week for one semester or off campus equivalent comprising lectures, tutorials, practical sessions and discussion and/or workbooks.
Assessment Examination (50%), Portfolio (50%) and mastery exams (pass/fail). Normally to obtain a pass in the subject all components of assessment must be passed. To obtain a pass in the subject all components of assessment must be successfully completed. If resubmission of the assignment or a supplementary examination is required for this subject, the total mark available for the task will be a maximum of 50%, and the overall grade for the subject will be no higher than pass.
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mark available for the task will be a maximum of 50%, and the overall grade for the subject will be no higher than pass.

HFB2100 PARAMEDIC PRACTICE 2

Campus St Albans, Off Campus.  
Prerequisite(s) HFB1203 Paramedic Practice 1, 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 frame work of this subject will be based around medical specialties and out of hospital emergencies and will be related to trauma management, trauma systems, environmental emergencies, major trauma, introduction to aeromedicine, 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 interchange with HFB1203 Paramedic Practice 1 or HFB2100 Paramedic Practice 2.

Required Reading To be advised by lecturer.  
Subject Hours Six hours per week for one semester or off-campus equivalent, comprising lectures, practical, tutorials/discussions and/or workbooks.  
Assessment Examination (50%), Portfolio (50%) and mastery exam (pass/fail). Normally to obtain a pass in the subject all components of assessment must be passed. To obtain a pass in the subject all components of assessment must be successfully completed. If resubmission of the assignment or a supplementary examination is required for this subject, the total mark available for the task will be a maximum of 50%, and the overall grade for the subject will be no higher than pass.

HFB2205 PARAMEDICAL 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 pre-hospital environment, within acute health setting such as hospitals and medical centres. To further develop student's ethics, paramedic skills and professional behaviour, students will be expected to practice primarily in the ambulance environment with some hospital (and/or local medical centre) placement or in a supervised laboratory setting. Students will practice patient consultations and clinical practice under supervision. Clinical tutorials and case presentation will emphasise and expand upon clinically relevant material obtained during the clinical placement.

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. Where possible, 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 Satisfactory or Unsatisfactory. A Graded Clinical Portfolio. If resubmission of the assignment or a supplementary examination is required for this subject, the total mark available for the task will be a maximum of 50%, and the overall grade for the subject will be no higher than pass.

HFB2206 FUNDAMENTALS OF PARAMEDICINE 4

Campus St Albans, Off Campus.  
Prerequisite(s) HFB1101 Fundamentals of Paramedicine 1; or equivalent.  
Content This subject furthers the understanding of principles and disease introduced in earlier paramedic subjects. These will include topics such as the anatomy and physiology of the special senses, fluids and electrolytes and acid balance, and pregnancy and human development. The basis of the kinetics of trauma on the body will be examined. In pathophysiology, the student will study the impact of trauma on the body systems as well as the basis of pain. The pathophysiology associated with alterations to fluid, electrolytes and acid base balance as well as the basis of shock will also be covered. Finally paediatric care will be examined from the viewpoint of how the child patient fundamentally differs from the adult. Students will study the onset of acute illness in the paediatric patient including cerebral disease, respiratory diseases and conditions that affect the cardiovascular and the other systems of the body. The cause and prevention of paediatric trauma will be introduced and lead to the management of paediatric trauma in a prehospital setting. The emotional affect on parents, paramedics and bystanders will also be discussed. Topics may be interchanged with those in HFB1101 Fundamentals of Paramedicine 1, HFB1204 Fundamentals of Paramedicine 2 and HFB2102 Fundamentals of Paramedicine 3. These topics will be related directly to paramedic care of the emergency patient.  
Required Reading To be advised by lecturer.  
Subject Hours Six hours per week or off campus equivalent comprising lectures, tutorial/laboratory and/or workbooks.  
Assessment Examination (50%) and Portfolio (50%). Normally to obtain a pass in the subject all components of assessment must be passed. To obtain a pass in the subject all components of assessment must be successfully completed. If resubmission of the assignment or a supplementary examination is required for this subject, the total mark available for the task will be a maximum of 50%, and the overall grade for the subject will be no higher than pass.

HFB2207 PARAMEDIC SCIENCES 4

Campus St Albans, Off Campus.  
Prerequisite(s) HFB1102 Paramedic Sciences 1; or equivalent.  
Content This subject is designed to develop the students' knowledge, skills and attitudes towards the specialist care of patients suffering from mental health conditions, trauma, altered fluid, electrolyte and acid base balance, and shock. The pharmacology associated with these areas will also be discussed. Students will study the paramedic's approach to meeting the needs of people with altered mental health status in institutional and community settings. Topical issues in psychiatric care and therapeutic modalities will be introduced. Microbiology will be discussed with reference to the principles of sterilisation and disinfection, infection control and antibiotic treatment of microorganisms, nosocomial infections and issues in public health. Topics studied in this subject may be interchangeable with those in HFB1102 Paramedic Sciences 1, HFB1206 Paramedic Sciences 2 and HFB2103 Paramedic Sciences 3. 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, tutorials/role plays and/or workbook, and may include clinical visits.  
Assessment Examination (50%) and Portfolio (50%). Normally to obtain a pass in the subject all components of assessment must be passed. To obtain a pass in the subject all components of assessment must be successfully completed. If resubmission of the assignment or a supplementary examination is required for this subject, the total mark available for the task will be a maximum of 50%, and the overall grade for the subject will be no higher than pass.
HFB3101 PROFESSIONAL BASIS OF PARAMEDIC PRACTICE

Campus St Albans, Off Campus.
Prerequisite(s) HFB2204 Paramedic Practice 3, HFB2205 Paramedical Internship, HFB2206 Fundamental of Paramedicine 4, HFB2207 Paramedic Sciences 4 or equivalent.
Co-requisite(s) HFB3201 Integration of Paramedic Practice

Content This subject challenges students to analyse their present practice by examining the principles of treatment 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 Fifty two hours per semester comprising lectures, tutorials, class discussions and workshops, or equivalent for off campus students. In addition, students are required to participate in all of the online discussion topics. Each online discussion contribution will be between 500-800 words.

Assessment participation in the required online discussions as described above is mandatory before students are eligible to undertake the assessment tasks which semester one workbook (40%); two-hour examination (20%); essay (20%). Semester two comprise a three-hour examination (50%) and an assignment (50%). To obtain a pass in the subject all of the above components of assessment must be successfully completed. If resubmission of the assignment or a supplementary examination is required for this subject, the total mark available for the task will be a maximum of 50%, and the overall grade for the subject will be no higher than pass.

HFB3102 PROFESSIONAL BASIS OF PARAMEDIC PRACTICE 2

Campus 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 electrophysiology 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.

Required Reading To be advised by lecturer

Recommended Reading To be advised by the subject lecturer.

Subject Hours Fifty two hours per semester comprising lectures, tutorials, class discussions and workshops, or equivalent for off campus students. In addition, students are required to participate in all of the online discussion topics. Each online discussion contribution will be between 500-800 words.

Assessment Participation in the required online discussions as described above is mandatory before students are eligible to undertake the assessment tasks which semester one workbook (40%); two-hour examination (20%); essay (20%). Semester two comprise a three-hour examination (50%) and an assignment (50%). To obtain a pass in the subject all of the above components of assessment must be successfully completed. If resubmission of the assignment or a supplementary examination is required for this subject, the total mark available for the task will be a maximum of 50%, and the overall grade for the subject will be no higher than pass.

HFB3201 INTEGRATION OF PARAMEDIC PRACTICE

Campus St Albans, Off Campus.
Prerequisite(s) HFB2204 Paramedic Practice 3, HFB2205 Paramedical Internship, HFB2206 Fundamental of Paramedicine 4, HFB2207 Paramedic Sciences 4 or equivalent.
Co-requisite(s) HFB3101 Professional Basis of Paramedic Practice

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. Students studying full time will study undertake clinical placement in a health service, ambulance service or other approved placement or laboratory situation. Students employed by an ambulance service will negotiate the content of the course with the course co-ordinator.

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 Semester One: Full time students = following completion of a clinical placement the student will complete a case study. Throughout the semester students will keep a reflective diary and participate in online work groups and discussions; Student employed in an ambulance service – it will be the responsibility of the student to negotiate the content and assessment with the course co-ordinator prior to the commencement of the semester. Semester Two: Full time students = following completion of a clinical placement the student will complete a case study. Throughout the semester students will keep a reflective diary and participate in online work groups and discussions; Student employed in an ambulance service – it will be the responsibility of the student to negotiate the content and assessment with the course co-ordinator prior to the commencement of the semester. Normally, to obtain a pass in the subject all components of assessment must be successfully completed. If resubmission of the assignment or a supplementary examination is required for this subject, the total mark available for the task will be a maximum of 50%, and the overall grade for the subject will be no higher than pass.
HFB3211 INTEGRATION OF PARAMEDIC PRACTICE 1

Campus: 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.
Required Reading: To be advised by lecturer.
Recommended Reading: To be advised by lecturer.
Subject Hours: Fifty-two hours per semester comprising lectures, tutorials, class discussions and workshops, or equivalent for off campus students.
Assessment: Portfolio (100%). To obtain a pass in the subject all components of assessment must be successfully completed. If resubmission of the assignment or a supplementary examination is required for this subject, the total mark available for the task will be a maximum of 50%, and the overall grade for the subject will be no higher than pass.

HFB3222 INTEGRATION OF PARAMEDIC PRACTICE 2

Campus: 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.
Required Reading: To be advised by lecturer.
Recommended Reading: To be advised by the lecturer.
Subject Hours: Fifty-two hours per semester.
Assessment: Portfolio (100%). To obtain a pass in the subject all components of assessment must be successfully completed. If resubmission of the assignment or a supplementary examination is required for this subject, the total mark available for the task will be a maximum of 50%, and the overall grade for the subject will be no higher than pass.

HFB3301 ISSUES IN PREHOSPITAL HEALTH SERVICE DELIVERY

Campus: 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.
Recommended 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.
Assessment: Portfolio (100%). To obtain a pass in the subject all components of assessment must be successfully completed. If resubmission of the assignment or a supplementary examination is required for this subject, the total mark available for the task will be a maximum of 50%, and the overall grade for the subject will be no higher than pass.

HFB3401 PREHOSPITAL ETHICAL AND LEGAL ISSUES

Campus: 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.
Recommended 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.
Assessment: Portfolio (100%). To obtain a pass in the subject all components of assessment must be successfully completed. If resubmission of the assignment or a supplementary examination is required for this subject, the total mark available for the task will be a maximum of 50%, and the overall grade for the subject will be no higher than pass.

HFB3301 RESEARCH IN PARAMEDIC PRACTICE

Campus: 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.
Required Reading: To be advised by lecturers.
Recommended Reading: To be advised by lecturer.
Subject Hours: Thirty nine hours for one semester comprising lectures including six hours of tutorials, or equivalent for off campus students.
Assessment: Portfolio (100%). To obtain a pass in the subject all components of assessment must be successfully completed. If resubmission of the assignment or a supplementary examination is required for this subject, the total mark available for the task will be a maximum of 50%, and the overall grade for the subject will be no higher than pass.

HFB3600 ADVANCED PARAMEDIC RESUSCITATION (ELECTIVE)

Campus: Off Campus.
Prerequisite(s): Nil.
Content: The subject is designed to allow the student to gain a specialist understanding of prehospital advanced life support. Students are expected to examine their present protocols/guidelines, to relate these to the scientific literature, and to critically evaluate the results of their research in relation to clinical practice.
Required Reading: As advised by the lecturer.
Recommended Reading: As advised by the lecturer.
Subject Hours: Thirty nine hours per semester comprising lectures, tutorials, class discussions and workshops, or equivalent for off campus student.
Assessment: Portfolio (100%). To obtain a pass in the subject all components of assessment must be successfully completed. If resubmission of the assignment or a supplementary examination is required for this subject, the total mark available for the task will be a maximum of 50%, and the overall grade for the subject will be no higher than pass.

HFB3700 PARAMEDIC INSTRUCTION AND MENTORING (ELECTIVE)

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.
Required Reading: As advised by the lecturer.
Recommended Reading: As advised by the lecturer.
Subject Hours: Thirty nine hours per semester or off campus equivalent consisting of lectures, tutorials, clinical discussion, clinical observation and written assessment.
Assessment: Portfolio (100%) To obtain a pass in the subject all components of assessment must be successfully completed. If resubmission of the
assignment or a supplementary examination is required for this subject, the total mark available for the task will be maximum of 50%, and the overall grade for the subject will be no higher than pass.

HFB3000 PARAMEDIC PROFESSIONAL WRITING (ELECTIVE)

Campus 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 develop 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.
Required Reading As advised by the lecturer
Recommended Reading As advised by the lecturer
Subject Hours Thirty nine hours per semester or off campus equivalent consisting of tutorials, clinical discussion, and review of written presentation.
Assessment Portfolio (100%). To obtain a pass in the subject all components of assessment must be successfully completed. If resubmission of the assignment or a supplementary examination is required for this subject, the total mark available for the task will be a maximum of 50%, and the overall grade for the subject will be no higher than pass.

HFB3900 EMERGENCY MEDICAL SERVICES MANAGEMENT (ELECTIVE)

Campus 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.
Recommended Reading To be advised by lecturer
Subject Hours Thirty nine hours per semester or off campus equivalent consisting of tutorials, clinical discussion, and review of written presentation.
Assessment Portfolio (100%). To obtain a pass in the subject all components of assessment must be successfully completed. If resubmission of the assignment or a supplementary examination is required for this subject, the total mark available for the task will be a maximum of 50%, and the overall grade for the subject will be no higher than pass.

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. Dabbler 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.
HFC1104 LIFE DRAWING AND PAINTING

Campus St Albans, City Flinders, Off-campus.
Prerequisite(s) Nil.
Content This 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. Students will be expected to take part in tutorials and advanced airway management. The subject is conducted as a class room session over two days.

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.

HFC1103 INTEGRATION OF EMERGENCY IV THERAPY (NON AWARD)

Campus St Albans, City Flinders, Off-campus.
Prerequisite(s) HFC1101 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.

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.

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 activities.

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%.
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 OF ADVANCED 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** The subject is designed to allow the student to develop a basic understanding and application of emergency 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 comprising lectures, tutorials, class discussions and workshops, or equivalent for off-campus students.

**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** The 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 conducted via a number of different flexible learning situations.

**Assessment** One hour written examination, pass/fail; practical examination in basic life support, pass/fail.
HFC115 INTEGRATION OF LIFE SUPPORT (NON AWARD)

Campus St Albans, City Flinders, Off-campus.

Prerequisite(s) HFC1113 Science of Life Support, HFC1114 Advanced Life Support, or equivalent.

Content This subject is conduct in the clinical setting to allows students to consolidate their theory and competency practice and gain actual competency in advanced in advanced life support 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 13 hours in a clinical setting to achieve clinical competency in advanced life support arranged by the student.

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.

HFC1202 CARdio PULMONARY RESUSCITATION (NON AWARD)

Campus St Albans, Off campus.

Prerequisite(s) Nil.

Required Reading 'Emergency First Aid' by John Haines.

Content This subject enables participants to maintain and update their skills when performing Cardiac Pulmonary Resuscitation on an adult, child 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, 7.1.1).


Subject Hours 4 hours in total.

Assessment Practical examination in basic life support, pass/fail.

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 achieve the effectiveness of Advanced Life Support in the paramedic setting.

Required Reading As per Course Workbook.


Subject Hours A minimum of 13 hours in a clinical setting to achieve clinical competency in advanced life support arranged by the student.

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.

**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 (2,000 words) 40%. Normally to obtain a pass in this subject all components of assessment must be completed.

**HFCD202 Paramedic Foundations of Intravenous Therapy (Non Award)**

**Campus** St Albans, City Flinders, Off campus.

**Prerequisite(s)** HFC 1101 Veneropuncture 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. To obtain a pass in this subject all components of assessment must be completed.

**HFCD205 Paramedic Foundations of Airway Management (Non Award)**

**Campus** St Albans, City Flinders, Off campus.

**Prerequisite(s)** HFC1105 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 underlying 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.

**HFCD202 Still Life Drawing and Painting**

**Campus** St Albans.

**Prerequisite(s)** HFCD1004 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 underlaying 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%.

**HFCD204 Experimental Art**

**Campus** St Albans.

**Prerequisite(s)** HFCD202 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 landscape, mark making. 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%.

**HFCD205 Introduction to Video Art**

**Campus** St Albans.

**Prerequisite(s)** HFCD1003 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%).

**HFC3001 THE DIGITAL IMAGE**

**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%).

**HFC3005 INSTALLATION ART**

**Campus** St Albans.

**Prerequisite(s)** Nil.

**Content** This subject locates the student's 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 as 'real time' via video or computer, or on a basis specific to the 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%).
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 terms 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 To be advised by subject lecturer.


Subject Hours Five hours per week for three semesters comprising one hour lecture, one one-hour tutorial/workshop and two hours laboratory sessions or equivalent.

Assessment Per semester – Laboratory exam, 25% written paper, 75% 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. Students study the embryological development of the major systems, visceral anatomy and histology. At the completion of the subject student will understand the embryonic development of all the major systems, gross anatomy of the head, neck, thorax, abdomen and pelvis and histology.

Recommended Reading As for HHA1229 Anatomy 1.

Subject Hours One 1-hour tutorial and one 1-hour laboratory session per week for two semesters.

Assessment Per semester – Laboratory exam 50%. Written exam 50%.

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 and radiographic, 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) HHR4243 A & M Therapeutic Applications; HHR4114 A & M Clinical Medicine 1; HHR4124 A & M Clinical Medicine 2; HHP3234 Counselling Skills for TCM Practitioners; SBM2820 Introduction to Pharmacology; SBM3563 Pathophysiology; 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 or equivalent.

Assessment Requirement 1 Feedback from clinical supervisors, satisfactory/unsatisfactory; Requirement 2 Completion of the required hours of clinical practice, satisfactory/unsatisfactory.

HHA4175 A & M CLINICAL INTERNSHIP 2

Campus St Albans.

Prerequisite(s) HHR4234 A & M Clinical Medicine 3; HHR3234 TCM Health Enhancement; HHA4224 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.
Recommended Reading

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.

HH C2128 PHARMACY AND CLINICAL PRACTICE

(2)

Campus
St Albans, City Metropolitan region and other approved clinical settings.

Prerequisite(s)
HH C 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 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 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.

Required Reading

Recommended Reading

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 – herb room monitoring, ordering stock in consultation with peers, storage & handling of herbs, materia medica substitutions, advanced herbal recognition, ability to work in a team.

Required Reading

Recommended Reading

Subject Hours
Equivalent to 65 hours for one semester. Principally, these hours are done concurrently with theory classes.

Assessment
Practical case report (30%); pract/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.

HH C3164 ADVANCED CLINICAL PRACTICE (CM) 1

Campus
St Albans.

Prerequisite(s)
HH C2128 Pharmacy & Clinical Practice 2; or equivalent.

Co-requisite(s)
HH C H3118 Internal Medicine; or equivalent.

Content
During the first week of semester, students will attend a 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.

Required Reading

Recommended Reading
HHC3258 ADVANCED CLINICAL PRACTICE (CM) 2

Campus St Albans.
Prerequisite(s) HHC 3164 Advanced Clinical Practice (CM) 1; or equivalent.
Co-requisite(s) 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.


Subject Hours Equivalent to 65 hours for one semester. Principally, these hours are done concurrently with theory classes.

Assessment Random consultation assessments (15%); practical case report (20%); prac/oral (40%); satisfactory report from clinical supervisor (25%); completion of required clinical hours. A pass must be gained for each component of the assessment.

HHC3829 BIOMECHANICS 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. Second semester entails the completion of a major assignment using previously published research as a model for replication of a study.


Recommended Reading Individual readings for each topic will be advised at beginning of semester one.

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%.

HHC4164 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 two 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 off-shore 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 117 hours for one semester, 5 hours per week in the clinical setting, including 3 hours per week case conferences, or equivalance. Principally, these hours are done concurrently with theory classes.

Assessment Random consultation assessments (15%); practical case report/s (30%); practical/oral examination (25%); 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.
HHC4284 CLINICAL INTERNSHIP (CM) 2

Campus St Albans. City Metropolitan region and other approved clinical settings.

Prerequisite(s) HHC4184 Clinical Internship (CM) 1, HHT4114 Emergency Medicine; or equivalent.

Co-requisite(s) HHT4224 Professional Issues; or equivalent.

Content During the first week of semester, students will attend a 2 two 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 semester clinical placement as the Intern Practitioner in approved settings. Much of the placement will be undertaken in the on-campus student clinic. This final placement may be undertaken in approved settings overseas. Victoria University of Technology has major links with universities/colleges of TCM teaching hospitals which may be accessed. 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 diagnoses, herbs and main formulas that the prescription could be based upon, define treatment principles.


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.

HHD1729 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 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.

**HHD3002 HEALTH SCIENCE 2**

**Campus** St Albans or City King.

**Prerequisite(s)** HHD3000 Health Science 1; or equivalent.

**Co-requisite(s)** HHD3220 Dermal Techniques 2; or equivalent.

**Content** This subject will build on the knowledge base covered in Health Science 1 by further researching cosmetic dermatology, specifically in the area of dermatological conditions that develop as a result of cosmetic substances put on the skin. This subject will also cover the management of non-infectious dermatological conditions such as dermatitis and eczema. This will lead into related pharmacology and toxicology areas and will include studies of the effects of various drugs, both topical and oral, on the skin. Students will also be expected to investigate the effects on the skin of various cosmetic ingredients and herbal preparations. In addition to this, students will be expected to become familiar with the Therapeutic Goods Act and other legislation relevant to their practical work.


**Subject Hours** Three hours per week for one semester comprising lectures, tutorials and laboratory.

**Assessment** Essay (2000 words), 25%; reading exercises, 20%; class presentation, 25%; final examination, 30%. 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, HHD3000 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 or 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.
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 dermal 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.

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### HHD3100 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** 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.

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### HHD3200 CLINICAL PRACTICE 2

**Campus** City King, St Albans.

**Prerequisite(s)** HHD3100 Clinical Practice 1; or equivalent.

**Content** In this subject students will begin to focus on a specific range of medical and therapeutic procedures with a view to specialisation. Students will be expected to work in a case management context under the supervision of a selected practitioner through a mentoring arrangement.


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### HHD3220 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** 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.

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### HHD3320 DERMAL TECHNIQUES 3

**Campus** St Albans or City King.

**Prerequisite(s)** HHD3220 Dermal Techniques 2; or equivalent.

**Content** This subject builds on techniques covered in HHD3110 and HHD3220 Dermal Techniques 1 and 2 by further developing treatment planning and sequencing as part of case management. This will occur through the on-going 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** 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.


Subject Hours One one-hour lecture, one one-hour tutorial/practical workshop or equivalent for two semesters.

Assessment End of year written exam 60%; end of year practical exam 40%.

HHE 1684 EMERGENCY NURSING CARE IN THE COMMUNITY

Campus St Albans.

Prerequisite(s) Nil.

Content The student will utilise knowledge of human anatomy, physiology and pathophysiology to critically evaluate a situation and safety and effectively administer emergency nursing care to an individual(s) in the community, the student's physical assessment skills will be further developed to include discrimination of clinical signs and symptoms arising from trauma and medical emergencies.


Subject Hours Thirty-nine hours, comprising twenty-seven hours of workshop and twelve hours of fieldwork during one semester.

Assessment Written examination 100% Practical Examination – satisfactory/unsatisfactory idlwork-satisfactory/unsatisfactory. Students must achieve a pass grade in each of the above components to pass the subject.

HHF 1124 ISSUES AND TRENDS IN HEALTH

Campus St Albans.

Prerequisite(s) Nil.

Content Origin and development of the Australian health care system. The development of 19th century tradition of charity in the present 'mixed economy' health care system, the concept of policy, the stage involved in policy development, stakeholders in policy development and implementation, the structure of Australia health care services, political parties and their health care policies.


Subject Hours 39 hours comprising lectures, tutorials, and class participations.

Assessment Seminar presentation and written assignment, 30%; assignment 70%.

HHF 1125 KNOWLEDGE AND NURSING KNOWLEDGE

Campus St Albans.

Prerequisite(s) Nil.

Content This subject encourages 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 analysis of the Relationship between knowledge and social and cultural factors, including theories of discourse and power will be offered. The subject encourages students to generate and apply nursing knowledge through a process of theory analysis and development. In particular, a number of theories and models, for example, those of King, Orem, Levine, Leininger, and Rogers will be analysed and the
potential for nursing innovation explored.

**Required Reading**

**Subject Hours**
39 hours, comprising lectures, tutorials, and informal discussion/study workshops.

**Assessment**
Tutorial presentation 50%; essay 50%. Students must pass all components of the assessment in order to gain a pass in this subject.

### HHG5123 THEORETICAL FOUNDATIONS OF HEALING

**Campus**
City Flinders, St Albrans.

**Prerequisite(s)**
Nil.

**Co-requisite(s)**
HHHG5115 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.

**Recommended Reading**


**HHH2214 CHINESE MEDICAL SCIENCE**

**Campus**
St Albans.

**Prerequisite(s)**
HHHG2154 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 practices; 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 through the Ming and Qing Dynasties; the last Century of Chinese medicine; brief history of TCM outside of China and Australia.

**Required Reading**

**Recommended Reading**

**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.

### HHH2124 FORMULAS AND STRATEGIES

**Campus**
St Albans.

**Prerequisite(s)**
HHHG2124 Chinese Medical Pathology and Diagnosis 2; HHHG2114 Chinese Pharmacopoea 2; or equivalent.

**Co-requisite(s)**
SBM2560 Botanical Pharmaceutics; HHHC2124 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, arunal warming, restraining essence, shen calming, orifice opening, wind managing, dryness managing, qi regulating, blood regulating, damp dispelling, phlegm dispelling, 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.

**Recommended Reading**

**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.
HHH2148 CHINESE MASSAGE

Campus St Albans.
Prerequisite(s) HHH1154 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, workshop/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, Fehnie disease differentiation - six channels complicated patterns, Wen Bing detail combining Zhang 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 equivalent 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; medical applications.


Subject Hours Equivalent to 2 hours a week for one semester, comprising, lectures, workshops/tutorials or equivalent learning activity.

Assessment One written assignment of 1500 words (50%); final theory examination (50%). A pass must be gained for each component of the assessment.

HHH311B INTERNAL MEDICINE

Campus St Albans.
Prerequisite(s) HHH1238 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 mai, ke sou, fei wei, fei yong, xiao zheng, chuan zheng, fei zheng, fei luo, tan yin, zi lan, dao han, xue zheng, jing ji, zheng chong, xiong, bi, xian zheng, wei tong, ye ge, ou tu, e ni, xiie, li, li, luo huan, fu tong, bian bi, zhu chong, xie tong, hang dan, jiu ju, gu zhang, tou tong, xuan yun, zong feng, jing bing, ying lu, ruc ji, shui zhong, lin zheng, nei shang fai re, xu lao, ben turn qi, bu mei, dao mei, jan wang, jie zheng, yu zheng, dian luang. 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.
HHH3214 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.


Subject Hours: Equivalent to 2.5 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.

HHH414 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 applications.


Subject Hours: Equivalent to 2 hours a week for one semester, comprising lectures, tutorials or equivalent learning activity.

Assessment: Assignment of 800 - 1200 words (45%); theory exam (55%). A pass must be gained for each component of the assessment.

HHH4164 CHINESE MEDICAL GYNAECOLOGY

Campus: St Albans.
Prerequisite(s): HHH3118 Internal Medicine, or equivalent.

Content: Survey of TCM Gynaecology; menstruation and its generating mechanisms, gynaecological pathology, aetiology, diagnostics, differentiation and therapeutic treatment principles; menopausal, gynaecological disorders, gestational disorders, post-partum disorders, miscellaneous diseases. Case studies. Selected materia medica.


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%).
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.

HHI 4234 SCHOOLS OF THOUGHT IN TCM
Campus St Albans.
Prerequisite(s) HHH4184 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, Yi Shen School, Yi Shi School, Pathogen attacking School, Dan Xi School, Warming and Reinvigorating School, Warm Disease School, and Blood Stasis School etc. Some other expertise such as WU's Shi Ji's External Medicine and Chen Sheng's Wa 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 (35%). A pass must be gained for each component of the assessment.

HHI 2001 ADVANCED FORMULAS AND STRATEGIES
Campus St Albans.
Prerequisite(s) HHT1007 Chinese Pharmacopa; HHT1005 Chinese Medical Diagnosis and Pathogenesis; or equivalent.
Co-requisite(s) HHT2001 Fundamental Herbal Formulas; HHT2003 Chinese Medical Diagnosis and Pathogenesis 2; S2BM2575 Phytopharmaceutics; or equivalent.
Content Additional major formulas, including modifications, scheduled herbs and supplementary Pharmacopeia 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 formulas; usage of formulas. The categories of the traditional formulary (external dispensing, clear heat, downward evacuating, tonifying, harmonising, internal warming, restraining essence, Shen calming, orifice opening, wind managing, dryness managing, Qi regulating, blood regulating, damp dispelling, phlegm dispelling, enrich yin, moisten dryness, reducing food stagnation, parasite expelling, expelling.)
Subject Hours The equivalent of 3 hours per week for one semester, comprising lectures, seminars and self managed learning.
Assessment Two hour exam (50% each) over the two semesters. A pass must be gained in each component of assessment.

HHI 2003 HISTORY OF CHINESE MEDICAL SCIENCE
Campus St Albans.
Prerequisite(s) HHT1002 Fundamentals of Chinese Medicine; or equivalent.
Content Outline of Chinese history from ancient times to present; History of CM development; Prehistoric medical legends; Early practices - Spiritual/medical practices; 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 through the Ming and Qing Dynasties; The last Century of Chinese medicine; Brief history of CM outside of China and Australia.
Subject Hours The equivalent of 3 hours per week for one semester, comprising lectures and self managed learning.
Assessment Essay of 800 words (40%); one examination (60%). A pass must be gained for each component of the assessment.

HHI 2010 CHINESE MEDICINE CLINICAL PRACTICE - HERB MAJOR 1
Campus St Albans.
Prerequisite(s) HHT1008 Introduction to clinical practice; HHT1005 Introduction to Chinese medical diagnosis and pathogenesis 1; or equivalent.
Content During the first week of each semester, students will attend a 2 two 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 behaviour, 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. Students will also undertake observation and practice in a acupuncture clinical setting.
Subject Hours Equivalent to approximately 4 hours a week for one semester, comprising lectures, tutorials or equivalent learning activity.
Assessment Essay of 800 words (40%); one examination (60%). A pass must be gained for each component of the assessment.
Subject Hours The equivalent of 52 hours for one semester.
Assessment Pao Zhi practical and oral assessment (35%); Practical and Oral exam - covering herbal recognition, precautions, contraindications (35%); Satisfactory report from the clinical supervisor (30%). Threshold Task: Completion of required clinical hours. A pass must be gained for each component of the assessment.

HHI2020 CHINESE MEDICINE CLINICAL PRACTICE - HERB MAJOR 2

Campus St Albans
Prerequisite(s) HHI2101 Chinese Medicine Clinical Practice - Herb Major 1; HHT1007 Chinese pharmaceup; HHT2003 Chinese medical diagnosis and pathogenesis 2; or equivalent.
Corequisite(s) HHI2001 Advanced formulas and strategies; or equivalent.

Content During the first week of each semester, students will attend a 2 two hour seminar to orientate students to this second level of clinical program; revisit expectations of students in the clinic; student ethics and professional behaviour; review of standard operating procedures in the clinical dispensary and system in use for public consultations; introduction of methods of complex preparation 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 herb 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. Students will also undertake observation and practice in a acupuncture clinical setting.

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, Moxibustion and other CM therapeutic skills.


Subject Hours The equivalent of 52 hours for one semester.
Assessment Pao Zhi practical & oral assessment (20%); Practical and Oral exam - covering herbal recognition, following a prescription, safe hygienic handling, storage, materia medica substitutions, cautions, contraindications (50%); Satisfactory report from clinical supervisor (30%). Threshold Task: successful completion of required clinical hours. A pass must be gained for each component of the assessment.

HHI2114 RESEARCH METHODOLOGY FOR TCM PRACTITIONERS

Campus St Albans.
Prerequisite(s) HHI2154 Chinese Medical Pathology and Diagnosis 2; or equivalent.
Content An introduction to TCM research designs and methodologies (quantitative, qualitative and combined); paradigms of research; ways of obtaining TCM knowledge; ethics in research; the application of the scientific method to TCM research; TCM and experimental research design; TCM and non experimental research designs; TCM methodology; the evaluation of research; the computer as a research tool; communicating research, scientific writing and thesis preparation; preparation of the research proposal.


Recommended Reading To be advised by subject lecturer.

Subject Hours Thirty two hours comprising one two hour lecture and one two hour tutorial.
Assessment One written test (50%); one assignment (50%). A pass must be gained for each component of the assessment.

HHI3010 CHINESE MEDICINE CLINICAL PRACTICE - HERB MAJOR 3

Campus St Albans
Prerequisite(s) HHI2101 Advanced formulas and strategies; HHI2020 Chinese Medicine Clinical Practice - Herb Major 2; or equivalent.
Corequisite(s) HHT3001 Internal medicine; or equivalent.

Content During the first week of semester, students will attend a 2 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 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 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 substitutions, advanced herbal recognition, ability to work in a team. Students will also undertake observation and practice in a acupuncture clinical setting.


Subject Hours The equivalent of 78 hours for one semester.
Assessment Practical case report (30%); Pract/Oral examination (40%); Satisfactory reports from clinical supervisor (30%). Threshold Task: successful completion of required clinical hours. A pass must be gained for each component of the assessment.
HHI3011 CHINESE HERBAL MEDICINE WORKSHOP

Campus St Albans
Prerequisite(s) HHI2001 Advanced formulas and strategies; or equivalent.
Corequisite(s) HHT3001 Internal medicine; HHI3010 Chinese medicine clinical practice – Herb Major 3; or equivalent.

Content All types disharmonies will be explored and treatment principles devised.


Subject Hours The equivalent of 3 hours a week for 2 semesters consisting of workshops and self managed learning.

Assessment One assignment/case report of 1200 words (30%); one practical exam (30%); and one final oral/practical exam (40%). A pass must be gained for each component of the assessment.

HHI3020 CHINESE MEDICINE CLINICAL PRACTICE - HERB MAJOR 4

Campus St Albans
Prerequisite(s) HHI3010 Chinese medicine clinical practice – Herb Major 3; HHI2001 Advanced formulas and strategies; or equivalent.
Corequisite(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 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 Health Practice Unit, or up to 50% of the total hours in other approved settings. Students will also undertake observation and practice in a acupuncture clinical setting. Skills required: Advanced dispensary work - herb room monitoring, ordering stock in consultation with supervisor, cost appreciation, prescription accounting. As an acupuncturist, cost appreciation, prescription accounting. As an acupuncturist, working under a qualified Chinese Medicine practitioner, the student practitioner must be able to work in a team.


Assessment The equivalent of 78 hours for one semester.

Assessment Practical case report (30%); Pract/Oral examination (40%); Satisfactory reports from clinical supervisor (30%). Threshold Task: successful completion of required clinical hours. 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: 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, atollization and outburst, differentiation, changes through the systems, treatments, Character writing and pronunciation of Chinese Medical terminology.


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%); and one open book exam (60%). A pass must be gained for each component of the assessment.

HHI4002 CHINESE MEDICAL GYNECOLOGY: HERBAL MEDICINE

Campus St Albans.
Prerequisite(s) HHI3001 Internal Medicine; or equivalent.
Corequisite(s) HHT4003 Chinese medical specialists; or equivalent.

Content This subject extends the generic theory subject 'Chinese medical specialties' with particular reference to the use of Chines 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 One final exam (100%). 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)** HHT 4003 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.

**Required Reading**

**Recommended Reading**

**Subject Hours** The equivalent of 2 hours a week for one semester comprising lectures and self-managed learning.

**Assessment** One final exam (100%). A pass must be gained in all assessment components.

HHI4005 SCHOOLS OF THOUGHT IN CHINESE HERBAL MEDICINE

**Campus** St Albans.

**Prerequisite(s)** HHI 3001 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, which classical schools of thought have influenced the practice of Warming and Reinforcing School, Warm Disease School, Blood Stasis School, Pathogen attacking School, Blood Stasis School, and other influential approaches. The perspectives of Wu Shih's External Medicine and Chen Shigong's Wai Ke will also be introduced.

**Required Reading**

**Recommended Reading**

**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** One class presentation (50%); and one written assignment (50%). A pass must be gained for each component of the assessment.

HHI4100 CHINESE MEDICINE CLINICAL INTERNSHIP 1 - HERB MAJOR

**Campus** St Albans.

**Prerequisite(s)** HHI 4100 Chinese medicine Clinical Practice – Herb Major; or Herb Major 4; HHT 3001 Internal Medicine; or equivalent.

**Content** During the first week of semester, students will attend a 2-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 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 off-shore clinical placements can be approved. *Internship Practitioner*: The student practitioner is expected to conduct themselves in a professional manner, working under the supervision of a qualified Chinese medicine practitioner. Skills required of the intern practitioner: take all case notes, define diagnosis, herbs and main formulas that the prescription could be based upon, define treatment principles and where appropriate apply acupuncture. 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 accessed 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. *Internship Mentor*: Final year students are to work closely with junior students to assist them develop clinical skills. Dispensary supervision: final year students will spend part of their time as supervisor in the dispensary. This will give the Internship practitioner the opportunity to provide mentorship for junior students and assume responsibility for the running of dispensary. While the supervising practitioners have overall authority. The Internship practitioner must liaise with the supervising practitioner for all financial matters and must report discipline issues. During the mentorship process, the Internship practitioner has the authority to ensure HPU policies and procedures are followed.

**Required Reading**

**Recommended Reading**

**Subject Hours** The equivalent of 104 hours for one semester in an approved clinical setting.

**Assessment** Practical case report (35%); Practicum/oral examination (35%); Satisfactory reports from clinical supervisors (35%). Threshold Task: successful completion of required clinical hours. A pass must be gained for each component of the assessment.

HHI4102 CHINESE MEDICINE CLINICAL INTERNSHIP 2 - HERB MAJOR

**Campus** St Albans.

**Prerequisite(s)** HHI 4100 Chinese medicine Clinical Internship 1 – Herb Major; or equivalent.

**Content** During the first week of semester, students will attend a 2-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 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 off-shore clinical placements can be approved. *Internship Practitioner*: The student practitioner is expected to conduct themselves in a professional manner, working under the supervision of a qualified Chinese medicine practitioner. Skills required of the intern practitioner: take all case notes, define diagnosis, herbs and main formulas that the prescription could be based upon, define treatment principles and where appropriate apply acupuncture. 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 accessed 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. *Internship Mentor*: Final year students are to work closely with junior students to assist them develop clinical skills. Dispensary supervision: final year students will spend part of their time as supervisor in the dispensary. This will give the Internship practitioner the opportunity to provide mentorship for junior students and assume responsibility for the running of dispensary. While the supervising practitioners have overall authority. The Internship practitioner must liaise with the supervising practitioner for all financial matters and must report discipline issues. During the mentorship process, the Internship practitioner has the authority to ensure HPU policies and procedures are followed.

**Required Reading**

**Subject Hours** The equivalent of 104 hours for one semester in an approved clinical setting.

**Assessment** Practical case report (35%); Practicum/oral examination (35%); Satisfactory reports from clinical supervisors (35%). Threshold Task: successful completion of required clinical hours. A pass must be gained for each component of the assessment.
based upon, define treatment principles and where appropriate apply acupuncture. 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 accessed 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. Internship Mentor. Final year students are to work closely with junior students to assist them develop clinical skills. Dispensary supervision: Final year students will spend part of their time as supervisor in the dispensary. This will give the Internship practitioner the opportunity to provide mentorship for junior students and assume responsibility for the running of the practice dispensary. While the supervising practitioner has overall authority. The Internship practitioner must liaise with the supervising practitioner for all financial decisions and must report discipline issues. During the mentorship process, the Internship practitioner has the authority to ensure HPU policies and procedures are followed. Internship observer status: Clinical hours may also be obtained if a student ‘observes’ clinical practice with a recognized Herbalist with a minimum of 10 years clinical practice (15–20 minimum recommended). The nature of the ‘observation’ will need to extend to internship status for approval to be granted.

**Required Reading**


**Recommended Reading**

- *How to Write a CM Formulation.* Boulder. Blue Poppy Press.

**Subject Hours**

The equivalent of 208 hours for one semester in an approved clinical setting.

**Assessment**

- Practical case report (25%); Final dispensary practical examination (10%); Final practical/oral (35%); Satisfactory reports from clinical supervisors (30%). Threshold Task: successful completion of required clinical hours. A pass must be gained in each component of assessment.

**HHK2002 ACUPUNCTURE THEORY**

**Campus** St Albans.

**Prerequisite(s)** HHT1002 Fundamentals of Chinese Medicine; HHT2002 Acupuncture Point Dynamics and Jing Luo 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, shokakan, window of heaven), the mating of points, latent disease states, Zhi wu liu zhu, ten rules of point selection and like theories covered broadly in the previous subjects of the program will be further explored.

**Required Reading**


**Recommended Reading**

- *Press Point Therapy.* Northamptonshire.

**HHK2003 MUSCULO-SKELETAL ASSESSMENT SKILLS FOR ACUPUNCTURE**

**Campus** St Albans.

**Prerequisite(s)** SBM1525 Anatomy and Physiology 2, HHT2002 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**


**Subject Hours**

The equivalent of 3 hours a week for one semester consisting of lectures, tutorials and self managed learning. **Assessment**

One examination (60%); and one assignment of 1000 words (40%). A pass must be gained in each component of assessment.
HHK2010 CHINESE MEDICINE CLINICAL PRACTICE -
ACUPUNCTURE MAJOR 1

Campus St Albans

Prerequisite(s) HHT1008 Introduction to clinical practice; HHT1006 Acupuncture point location; HHT1007 Chinese Pharmacopea; HHT110S Chinese medical diagnosis and pathogenesis I; 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 will also undertake observation and practice in a Chinese Herbal clinic setting. Students will 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 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 (satisfactory/unsatisfactory). Threshold Task: successful completion of clinical hours. A student must successfully complete both forms of assessment.

HHK2020 CHINESE MEDICINE CLINICAL PRACTICE -
ACUPUNCTURE MAJOR 2

Campus St Albans

Prerequisite(s) HHK2010 Chinese Medicine Clinical Practice – Acupuncture Major I; HHT2002 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 will also undertake observation and practice in a Chinese Herbal clinic setting. Students will undertake clinical education in a variety of settings both on and off campus. Supervision of this clinical program is provided by acupuncture staff in the on-campus student clinic and by approved acupuncture practitioners in their private clinics.

Required Reading Injection Control Guidelines for Acupuncture (1997), Melbourne. Health Department Victoria.


Students are required to adhere to HPU dress code. Students will also undertake observation and practice in a Chinese Herbal clinic setting. Students will undertake clinical education in a variety of settings both on and off campus. Supervision of this clinical program is provided by acupuncture staff in the on-campus Health Practice unit or other locations in which Victoria University has a clinic located, or with approved acupuncture practitioners in their private clinics.

Required Reading


Recommended Reading


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 (satisfactory/unsatisfactory). Threshold Task: successful completion of clinical hours. A student must successfully complete all forms of assessment.

HHK4001 TREATMENT OF MUSCULOSKELETAL DISORDERS

Campus St Albans.

Prerequisite(s) HHK2003 Musculoskeletal Assessment Skills for Acupuncture; HHK3000 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 musculoskeletal and neurological disorders. The material covered will include the further application of acupuncture in Wai and Bi syndrome; Zhong Feng; the diagnosis and treatment of specific musculoskeletal conditions; the application of external herbal preparations; movement exercises specific to particular musculoskeletal 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 musculoskeletal disorders; the treatment and management of sporting injuries.

Required Reading


Recommended Reading


Subject Hours

The equivalent of 3 hours a week for one semester comprising lectures, seminars and self managed learning.

HHK4002 CHINESE MEDICAL SPECIALTIES: ACUPUNCTURE

Campus St Albans.

Prerequisite(s) HHK3002 Acupuncture and Therapeutic Applications; or equivalent.

Content

In these specialist areas of study, attention will be given to enhancing the student’s theoretical knowledge concerning diagnosis, CM anatomy, treatment principles and management strategies. Ways of selecting acupuncture points, needle techniques and manipulation, application of moxibustion techniques and the role of electro-acupuncture.

Required Reading


Recommended Reading


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.

HHK4003 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 Western Chinese medical literature, other traditional and Western applications. Emphasis will be given to understanding these approaches and their relevance in a contemporary Chinese medical setting. Areas such as Zi wu liu zhu, ling gui ba fa, yuan wu li bei, 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 One class presentation (50%); and one assignment of 1000 words (50%). A pass must be gained in each component of assessment.

HHK4010 CHINESE MEDICINE CLINICAL INTERNSHIP 1 - ACUPUNCTURE MAJOR

Campus St Albans Prerequisite(s) HHK3020 Chinese medicine clinical practice – Acupuncture major 4; HHT3001 Internal medicine; 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 clients 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, and be able to communicate with the client their course of treatment. Liaise and work effectively with clinical teachers and mentor students in the clinic.


Subject Hours Equivalent of 208 clinical hours for one semester in an approved clinical setting. Assessment Assessment and feedback in accordance with the ‘Assessment and criteria for clinical placement’, to be completed by clinical teachers (50%); Final clinical practical/oral exam (50%). Threshold Task: successful completion of the required hours in clinical practice. A pass must be gained for each component of the assessment.
HHL3919 PHARMACOLOGY I (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-inflammatories, 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.

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%.

HHM1419 BIOMETRY 1

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.
Subject Hours Two hours per week for one semester comprising one one-hour lecture and one one-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. Introduction to Qualitative Methods.
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 3

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.
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), 30%.

HHM6000 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.
**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.


**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.

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**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.


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**HHN004 DEVELOPING PHARMACOLOGICAL UNDERSTANDING IN NATURAL MEDICINE**

**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.

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**HHN001 PHILOSOPHICAL CONCEPTS IN NATURAL MEDICINE**

**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.


**Subject Hours** 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.
HHN 0021 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.
Additional reading as directed by the lecturer.
Subject Hours The equivalence of 39 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 assignment (1500 words) (40%); reflective journal (20%). A pass must be gained for each component of the assessment.

HHN 0022 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.
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 One 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.

HHN 0023 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.
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.

HHO 1528 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 articular 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 demonstrate soft tissue and articular 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 articular techniques, surface anatomy and tissue awareness. The palpation component will augment and reinforce anatomy learnt in the subject Anatomy 1.


SUBJECT HOURS SEVEN HOURS PER WEEK OR EQUIVALENT FOR TWO SEMESTERS COMPRISING LECTURES, LABORATORY/PRACTICAL WORKSHOPS AND TUTORIALS. OSTEOPATHIC SCIENCE 1 IS A CLINICALLY ORIENTED SUBJECT AND AS A CONSEQUENCE MATERIAL PRESENTED WITHIN CLINICAL PRACTICUM 1 TUTORIALS WILL NORMALLY AUGMENT AND SUPPORT OSTEOPATHIC SCIENCE 1 COURSE CONTENT.

ASSESSMENT WRITTEN EXAMINATION H&P, PALPATION PRESENTATION & PAPER CRITIQUES, PALPATION & TECHNIQUE. ALL COMPONENTS MUST BE ACHIEVED BEFORE AN OVERALL PASS CAN BE AWARDED.

HHO3569 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 IDENTIFY COMMON MUSCULOSKELETAL CONDITIIONS AND ASSESS AND MANAGE PATIENTS WITHIN A CLINICAL PRACTICAL CONTEXT. THE 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 ACHIEVE A MANDATORY PASS IN ALL CORE ELEMENTS BEFORE AN OVERALL PASS CAN BE AWARDED.

ASSESSMENT WRITTEN EXAMINATION, PRACTICAL ASSESSMENT, A PAPER CRITIQUE. ALL MUST BE ACHIEVED BEFORE AN OVERALL PASS CAN BE AWARDED.

HHO2549 OSTEOPATHIC SCIENCE 2

CAMPUS CITY FLINDERS. PREREQUISITE(S) HHO1529 OSTEOPATHIC SCIENCE 1; OR EQUIVALENT.

CONTENT THE SUBJECT AIMS: TO CONSOLIDATE AND DEVELOP KNOWLEDGE GAINED IN HHO1529 OSTEOPATHIC SCIENCE 1. TO INTRODUCE HIGH VELOCITY, LOW AMPLITUDE THRUST TECHNIQUES FOR VARIOUS JOINTS. TO FURTHER EXPLORATE OSTEOPATHIC HISTORY AND PRINCIPLES. TO INTRODUCE THE STUDENTS TO THE FULL OSTEOPATHIC PHYSICAL EXAMINATION. AT THE COMPLETION OF THE SUBJECT STUDENTS SHOULD HAVE A THOROUGH UNDERSTANDING OF OSTEOPATHIC HISTORY AND PRINCIPLES. THEY SHOULD BE ABLE TO CARRY OUT AN OSTEOPATHIC PHYSICAL EXAMINATION, AND SHOULD BE CAPABLE OF CARRYING OUT THE MAJOR HIGH VELOCITY LOW AMPLITUDE THRUST TECHNIQUES. CONTENT WILL INCLUDE: FURTHER DEVELOPMENT OF OSTEOPATHIC MANUAL SOFT TISSUE SKILLS AND THE USES OF LEVERAGE IN TREATMENT REGIMES. CONTINUED REFINEMENT OF TREATMENT APPROACHES TO EFFECT REFLEX AND STRUCTURAL CHANGES IN MUSCLE. INTRODUCTION TO THE USE OF HIGH VELOCITY THRUST TECHNIQUES APPLICABLE TO THE SPINE. STRESS IS PLACED UPON OBSERVATION PRIOR TO PALPATION AND THE NEED TO RECOGNISE THE ANATOMICAL RELATIONSHIPS OF ONE REGION OF THE BODY TO OTHERS. OSTEOPATHIC PRINCIPLES AND APPLICATION OF FORCES TO ALL SOFT TISSUES AND JOINTS OF THE BODY TO NORMALISE FUNCTION. CONTRAINDICATIONS TO THE USE OF OSTEOPATHIC TECHNIQUES. APPLICATION AND INTERPRETATION OF TESTS AND PROTOCOLS RELATING TO PATIENT SAFETY. FURTHER EXPLORATION OF THE PRINCIPLES AND PRACTICE OF OSTEOPATHIC MEDICINE AS DISTINCT FROM ALLOPATHIC AND OTHER COMPLEMENTARY THERAPIES. THE ROLE OF THE AUTONOMIC NERVOUS SYSTEM IN RELATION TO OSTEOPATHIC PRINCIPLES AND PRACTICE. INTRODUCTION TO THE OSTEOPATHIC CASE HISTORY, EXAMINATION AND TISSUE DIAGNOSIS. JOINT BIOMECHANICS - CLASSIFICATION, STRUCTURE AND FUNCTION, ABNORMALITIES OF FUNCTION, BIOMECHANICS OF INDIVIDUAL JOINTS. THE VERTEbral UNIT & SOMATIC DYSFUNCTION. SPINAL BIOMECHANICS - DEVELOPMENT OF NORMAL CURVES. ASSESSMENT OF POSTURE BOTH STATIC AND DYNAMIC. ASSESSMENT OF OCCUPATIONAL STRESSES. PERIPHERAL JOINT BIOMECHANICS, ASSESSMENT, DIAGNOSIS AND INTEGRATED TREATMENT APPROACH TO PERIPHERAL JOINT DYSFUNCTION. ABNORMAL SPINAL MECHANICS - CONGENITAL, ACQUIRED, DEVELOPMENTAL. CLINICAL ASSESSMENT OF JOINTS OF THE SPINE AND EXTREMITIES. REVIEW OF SURFACE AND REGIONAL ANATOMY. HIGH VELOCITY LOW AMPLITUDE TECHNIQUES TO THE SPINE.


SUBJECT HOURS SIX 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 TUTORIALS WILL NORMALLY AUGMENT AND SUPPORT OSTEOPATHIC SCIENCE 2 SUBJECT CONTENT.

ASSESSMENT WRITTEN EXAMINATION, PRACTICAL ASSESSMENT, A PAPER CRITIQUE. ALL MUST BE ACHIEVED BEFORE AN OVERALL PASS CAN BE AWARDED.
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 per week and one two-hour laboratory/workshop on alternate weeks for two semesters.

**Assessment** Semester 1: End of semester exam, 25%; laboratory reports, 10%; assignment, 10%; multiple choice mid semester exams (x2), 10%. Semester 2: End of semester exam, 20%; laboratory reports, 10%; multiple choice mid semester exams (x2), 10%.

HHP2349 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 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, gastrointestinal 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 week for two semesters.

**Assessment** Semester 1: End of semester exam, 25%; case study tutorial work, 10%; assignment, 10%; multiple choice mid semester exam (x2), 10%. Semester 2: End of semester exam, 25%; case study tutorial work, 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 HHP3369 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 tutorial practical per week in semester one.

**Assessment** Written examination, 80% assignment 20%.

HHP3343 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.


**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.

HHR1243 NURSING STUDIES (3) CLINICAL PROJECT

**Campus** St Albans.

**Prerequisite(s)** Nil.

**Content** This is a culminating subject which aims to provide students with an opportunity to develop and apply their learning acquired in the previous subjects in the course. The main focus will be on the application of knowledge and skills in the provision of health care to clients/patients in a diversity of locations/settings. Students will present a proposal for a project, which forms the basis of their theoretical, field and assessment undertakings. Following acceptance
the project will be drawn up. The clinical project should draw on and/or encompass advanced nursing skills and techniques, problem-solving techniques, organisation and management strategies, the incorporation of appropriate biological and social sciences, relevant research findings, teaching-learning approaches.

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

**Subject Hours** Six hours per week for one semester or equivalent.

**Assessment** Preparation of contract, 20%; written project, 80%.

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**HHR411A & M CLINICAL MEDICINE 3**

**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; HHA3254 Clinical Practice (A&M) 4; or equivalent.

**Content** Using a wide range of case studies, students will undertake a 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.

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**HHR424 TCM HEALTH ENHANCEMENT**

**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; 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).

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**HHS3019 PSYCHOLOGY AND SOCIAL SCIENCES 1**

**Campus** St Albans.

**Prerequisite(s)** Nil.

**Content** The subject aims to introduce students to the different psychological and sociological aspects of healthcare practice. Students study gender, age, ethnicity and socio-economics status and the relevance in healthcare practice. Students examine the needs of individuals with a terminal illness and their carers, and the potential role of the Osteopath. Students develop communication and interviewing skills relevant to Osteopathic practice. Students learn to understand the effects of stress on the patient as well as the healthcare practitioner and how this may be addressed. Students study health compromising behaviours and appropriate intervention as well gain an understanding of psychological issues relating to human development.


**Recommended Reading** To be advised by subject lecturer.

**Subject Hours** One, One hour lecture per week for the first semester. One, one hour tutorial per week for the second semester.

**Assessment** Assignment 70%, written exam 30%.

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**HIT1001 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; introduction to Chinese medical dialogue.


**Subject Hours** Four hours per week for one semester comprising lectures, tutorials and self managed learning.

**Assessment** One open book test (40%), one written exam (40%) and one oral examination (20%). A pass must be gained in each component of assessment.

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**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.


Subject Hours The equivalent of 8 hours per week for one semester comprising lectures, tutorials, workshops and self managed learning.

Assessment One test (25%); a final theory exam (50%), and a final practical test (25%). 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 a 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 One project comprising a number of threshold tasks focusing on material in HHT1002 (satisfactory/unsatisfactory). All components of assessment must be passed.

HHT1005 CHINESE MEDICAL DIAGNOSIS AND PATHOGENESIS 1

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 aciology and manifestation of the energetic patterns of disharmony as they pertain to the jing luo, wu xing, zang fu and fundamental substances; Etiology/pathomechanisms of symptom presentations; Methods of differential diagnosis; Overview of febrile disease differentiation - six channels, four levels, San Jao syndromes; Case Histories and individual symptom differentiation; Materia Medica and Jing-luo system consolidated in relation to diagnostic treatment design.


Subject Hours The equivalent of 6 hours a week for one semester comprising lectures, tutorials, workshops and self managed learning.

Assessment One written test (40%); one practical/oral assessment (30%), and one project (30%). A pass must be gained in each component of assessment.

HHT1006 ACUPUNCTURE POINT LOCATION

Campus St Albans.

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

Content Introduction to jing-luo 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: (satisfactory/unsatisfactory). All components of assessment must be passed.

HHT1007 CHINESE PHARMACOPEIA

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 1; HHT1008 Introduction to Clinical Practice; 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, colours, plant parts, 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, restrain essence, Shen calming, orifice opening, extinguishing wind 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.

**Required Reading**

**Recommended Reading**

**Subject Hours**
The equivalent of 6 hours per week for one semester comprising lectures, tutorials and self managed learning.

**Assessment**
One written assignment of 1200 words (30%) and two final theory examinations (35% each). A pass must be gained for each component of the assessment.

**HHT1008 INTRODUCTION TO CLINICAL PRACTICE**

**Campus** St Albans.

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

**Corequisite(s)**
HHT1006 Acupuncture point location; HHT1007 Chinese Pharmacopaecia; or equivalent.

**Content**
During the first two weeks of semester students will attend four two-hour sessions (two per week) in preparation for commencing the clinical program. For the remainder of the semester topics include: sterilization methods and aseptic requirements for the practice of acupuncture, needle care, the use of disposable needles; clinical record keeping and filing: the role of a clinical assistant, appointments, telephone inquiries, client care, clinic care, dress, assisting the practitioner; clinic equipment, laser, electro-stimulator operation and application; Chinese herbal 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).

**Required Reading**

**Subject Hours**
The equivalent of 52 clinical hours for one semester, consisting of 20 hours in the Chinese Herbal Dispensary, 20 hours in the Acupuncture Clinic and 12 hours as a receptionist in the Health Practice Unit.

**Assessment**
Feedback report from clinical teachers (40%); herbal practical/oral/dispensing and recognition exam (30%); acupuncture practical/oral assignment (30%); the successful completion of all clinical hours. A pass must be gained in each component of assessment.
Subject Hours The equivalent of 4 hours a week for 2 semesters, comprising lectures tutorials and self-managed learning.

Assessment One progressive test (25%); one written assignment of 1000 words (25%); and two exams (totaling 50% over a two-semester). All components of the assessment must be passed to complete the subject.

HHT2002 ACUPUNCTURE POINT DYNAMICS AND JING LUO THEORY

Campus St Albans.
Prerequisite(s) HHT1006 Acupuncture point location; HHT1002 Fundamentals of Chinese medicine; or equivalent.

Content Jing-luo including the muscle-tendino meridians, Luo Mai, divergent meridians, internal pathways and the inter-relationships 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 progressive test (40%); and one examination (60%). 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; HHT1006 Acupuncture Point Location; HHT1007 Chinese Pharmacopea; or equivalent.

Content Further development of four of the ‘four examinations’, including palpation of channels, points and Hara diagnosis; Detail of the Differential Diagnostic process; Disease aetiology illness, Jing luo syndromes, Zangfu mixed syndromes, Fehrile disease differentiation - six channels complicated patterns; Wen Bing detail combining Zang Fu, San Jiao and Latent diseases; Examination of tongue, skin, and teeth; Diagnosis and case histories; Individual symptom differentiation; application of Materia Medica and Jing-hao theory in relation to diagnostic outcomes.


Subject Hours The equivalent of 6 hours a week for one semester comprising lectures, seminars, workshops and self-managed learning.

Assessment One assignment of 1200 words (30%); one final examination (40%); and one practical/oral assessment (30%). A pass must be gained in each component of assessment.

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.


Subject Hours The equivalent of 2 hours a week for two semesters, comprising a workshop/seminar and self-managed learning.

Assessment Two Tui Na practical and oral assessments (total 50%); and two Cupping, Moxibustion, Gua Sha practical and oral assessments (total 50%), over the two semesters. 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.


Subject Hours The equivalent of 3 hours per week for one semester consisting of lectures, laboratory sessions, workshops and self-managed learning.

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) HHT1006 Acupuncture Point Location; HHT2002 Acupuncture Point Dynamics and Jing Luo Theory; or equivalent.
**Co-requisite(s)** HHT2005 Chinese medicine asepsis and sterilization; or equivalent.

**Content** Locating and correctly needling acupuncture points; the notion of intent as it applies in CM practice, needle insertion; obtaining the de Qi sensation; moving Qi; management of needle accidents and contra-indications; Review of cupping in the context of needle techniques; The relationship between acupuncture point selection and ‘reading’ the radial pulse before and after needling will be explored; Introduction to plam blossom needling and three-edge needling techniques.


**Subject Hours** The equivalent of 6 hours a week for two semesters consisting of lectures, tutorials and self managed learning.

**Assessment** One assignment of 1000 words (20%); two theory tests (totalling 30%); one practical exam (15%); and one final written exam (35%) over the two semesters. A pass must be gained for each component of the assessment.

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**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 wuxing 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.

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**HHT3003 COUNSELLING SKILLS FOR CHINESE MEDICAL PRACTICE**

**Campus** St Albans.

**Prerequisite(s)** HHH2001 Chinese medicine clinical practice – Acupuncture major 2; or HHT2001 Chinese medicine clinical practice – Herb Major 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.


**Subject Hours** The equivalent of 4 hours a week for one semester comprising seminars, workshops and self managed learning.

**Assessment** Class participation (25%); reflective journal of 1000 words (25%); one assignment of 1000 words (50%). A pass must be gained for each component of the assessment.
HHT3004 CLINICAL PHARMACOLOGY FOR CHINESE MEDICAL PRACTICE

Campus St Alberns.

Prerequisite(s) SSBM2575 Pharmaceutics; HHT2001 Fundamentals of Herbal Formulas; SSBM3515 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.

Assessment One two-hour examination (50%) and one written assignment of 2000 words (50%). A pass must be gained in each component of assessment.

HHT4001 CASE CONFERENCES AND CLINICAL ISSUES

Campus St Alberns.

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 aspetic procedures, history taking, principles of diagnosis, treatment protocols, interpersonal skills, needing difficult points, point injection therapy, moxibustion, cupping, Gua Sha, acupuncture and prepared Chinese herbs. Case conferencing will require students to present to the class their experiences in treating clients. The subject will also revisit aspects of aseptic procedures, history taking, principles of diagnosis, treatment protocols, interpersonal skills, needing difficult points, point injection therapy, moxibustion, cupping, Gua Sha, acupuncture and prepared Chinese herbs.


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%); two oral/practical assessments (40%); written assignment (40%). A pass must be gained for each component of the assessment.

HHT4002 RESEARCH METHODS FOR CHINESE MEDICINE

Campus St Alberns.

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 3 hours a week for one semester consisting lectures, tutorials and self managed learning.

Assessment One assignment of 1000 words (50%); 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 Alberns.

Prerequisite(s) HHT3001 Internal Medicine; or equivalent.

Content Attention will be given to enhancing the student’s theoretical knowledge of CM diagnosis, aetiology, treatment principles and management strategies with regard to obstetrics, gynaecology, dermatology and paediatrics.


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) HHT3020 Chinese medicine clinical practice – Acupuncture Major 4; OR HHT3020 Chinese medicine clinical practice – Herb Major 4; 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 policies; 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 homeopathy; 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 mid-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 1500 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 A practical/oral first aid exam (50%); and one theory exam (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 HHX3118 Internal Medicine ; HHX3164 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.
HT4124 PROFESSIONAL ISSUES

Campus St Albans.
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 responsibility. TCM organizations; professional accreditation, health funds and indemnity insurance, peer group associations - Australian and international, the current status of TCM; TCM health politics; an up date 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 booklets.
Subject Hours The equivalent 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) HHA1229 Anatomy 1; HHO1529 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 HHU1129 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) HHU1129 Osteopathic Science 1; HHA1229 Anatomy 1; HHP1329 Physiology 1; HHU1129 Clinical Practicum 1; or equivalent.

Co-requisite(s) HHU2549 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 HHU2549 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 HHU1119 Clinical Practicum 1 & HHU1529 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 HHU2549 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. Practical exam in case history taking.

HHU3129 CLINICAL PRACTICUM 3

Campus City Flinders.
Prerequisite(s) HHU3569 Osteopathic Science 3; HHA2249 Anatomy 2; HHP2349 Physiology 2; HDD2749 Clinical Diagnosis and Management 1; HHU2129 Clinical Practicum 2; or equivalent.

Co-requisite(s) HHU3569 Osteopathic Science 3; HHA3269 Anatomy 3; HHP3369 Physiology 3; HDD3759 Clinical Diagnosis and Management 2; or equivalent.

Content The subject aims to further develop clinical skills from HHU1129 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, HHU1529 Osteopathic Science 1 & HHU2549 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. Further 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 HHU3569 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. Practical/viva exam in clinic.

HHY2659 PATHOLOGY 1

Campus City Flinders.
Prerequisite(s) HHA1229 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 reactions 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 HHY3629 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; ischaemia; 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 for one semester comprising one one-hour lecture and one one-hour tutorial/workshop or equivalent.

Assessment Written examination, 100%.

HHY3629 PATHOLOGY 2

Campus City Flinders.

Prerequisite(s) HHY2619 Pathology 1; SPM1738 Cell Structure and Function; or equivalent.

Content The subject aims to further expand and develop concepts taught in HHY2619 Pathology 1. To study specific pathological processes occurring in the named organs or systems. Students will develop an understanding of major pathological processes affecting the musculoskeletal and nervous systems, their clinical presentations, and the body's mechanisms for dealing with these pathologies. Content will include: Expansion of the microbiology covered in cell structure and function and the pathological concepts taught in HHY2619 Pathology 1 to include disease processes within specific named organs or systems. Development of the pathological process through dysfunction to disease; clinical presentation of named pathological processes; treatment and prognosis of named pathology. Conditions affecting the musculoskeletal system will be considered in semester 1, with pathologies of the nervous system and skeletal muscle considered in semester 2.


Subject Hours Two hours per week or equivalent for two semesters comprising lectures and tutorial/lab workshops.

Assessment Semester two: written examination, 100%.

HNB1133 FOUNDATIONS IN NURSING 1

Campus St Allans

Prerequisite (Nil)

Content The aim of this subject is to introduce beginning students to the knowledge, concepts and skills necessary for the development of academic skills and an appreciation of the profession they have chosen as a career.


Subject Hours Equivalent of 40 hours organised according to teaching mode used.

Assessment Achievement of subject objectives will be determined through the use of more than one type of assessment methodology. A combination of the following, or other appropriate methodologies will be used: written assessment, reflective journal, learning folio, oral presentation. Seminar presentation - 40%, Essay – 2000 words, 60%.

HNB1134 FOUNDATIONS IN NURSING 2

Campus St Allans

Content The aim of this subject is to introduce and develop the students' knowledge base required for providing nursing care to persons who need assistance in meeting basic human needs. Knowledge for beginning understanding of the psychosocial dimensions of the health of families, and mental health nursing will also be introduced. The focus of the subject is the practice of fundamental nursing skills, family health, mental health, the scientific basis for nursing practice, and nursing care that meets the special needs of the adult and the older person experiencing compromised health and wellness. The fieldwork component of this subject is designed to enable the student to develop confidence in the practice of problem solving in the provision of fundamental health care for the individual in the community.


Subject Hours Equivalent of 57 hours organised according to teaching mode used.

Assessment One, two hour examination (75%); attendance and
FACULTY OF HUMAN DEVELOPMENT

participation in simulated clinical workshop. Ungraded.
(Satisfactory/Unsatisfactory); Field work assignment (25%)

HN B135 PROFESSIONAL NURSING 1
Campus St Albans
Prerequisite(s) Nil
Content An introduction to the Australian Nursing Council Incorporated (ANC) Competencies, historical and contemporary influences on the development of nursing as a profession and nursing role, and structures within nursing that influence scope of practice and professional boundaries, and culture and diversity of care as components of nursing practice.
Subject Hours Equivalent of 40 hours organised according to teaching mode used.
Assessment Achievement of subject objectives will be determined through the use of more than one type of assessment methodology. A combination of the following, or other appropriate methodologies will be used: written assessment, reflective journal, learning folio, oral presentation. Seminar presentation - 40%, Essay – 2000 words, 60%.

HN B132 NURSING PRACTICE 1: ACUTE CARE
Campus St Albans
Prerequisite(s) HNB113 Foundation in Nursing 1, HNB1134 Foundation in Nursing 2, SBM1519 Human Bioscience 1, APT1311 Psychology Across the Lifespan
Content The aim of this subject is to facilitate students development of the planning, delivery and evaluation of care to patients experiencing problems requiring medical-surgical intervention. Through experiential learning, students will be given opportunities to apply theoretical principles and clinical skills learned in related subjects. A variety of acute care settings will be used.
Subject Hours Equivalent of 40 hours organised according to teaching mode used.
Assessment Critical observation exercise/discussion (50% ). Essay (50%).

HN B123 PROFESSIONAL NURSING 2
Campus St Albans
Pre-requisite(s) HNB1135 Professional Nursing 1
Content This subject aims to introduce students to professional issues in acute care nursing including communication processes as well as funding initiatives and mechanisms that impact on the nursing care of acutely ill patients.
Subject Hours Equivalent of 40 hours organised according to teaching mode used.
Assessment Critical observation exercise/discussion (50% ). Essay (50%).

HN B125 EVIDENCE BASED HEALTH CARE
Campus St Albans
Pre-requisite(s) Nil
Content The aim of this subject is to consider the rationale for evidence based professional practice in nursing and midwifery, the skills that are needed to understand and appraise a systematic review and meta-analysis, and the approaches that can be used to implement research based practice. The focus will be on how to appraise and use research in clinical practice.

Recommended Reading

Subject Hours: equivalent of 32 hours organised according to teaching mode used.

Assessment
Devise and conduct a systematic literature search strategy (not review) on a nominated clinical topic 50%; Appraisal of a systematic review or research paper on the nominated clinical topic 50%; Assessed for and practice critique of a research paper on the nominated clinical topic 50%.

HNB2HI ACUTE CARE NURSING 1

Campus St Alabans.

Prerequisite(s)
HNB1213 Nursing Practice 2; HNB1222 Integrating Nursing Knowledge 1; HNB1231 Clinical Practice 2: Basic Care Skills; SMB1257 Human Bioscience 2; or equivalent.

Co-requisite(s)
HNB1231 Clinical Practice 3: Acute Care Nursing 1; HNB1233 Integrating Nursing Knowledge 2; SMB2516 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 assess 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.

Required Reading

Recommended Reading

Subject Hours
Seven hours per week for 11 weeks of one semester, comprising four hours of lectures, one hour-one tutorial, and one two-hour skills laboratory.

Assessment
A three-hour examination at the end of a 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.

HNB22I INTEGRATING NURSING KNOWLEDGE 2

Campus St Alabans.

Prerequisite(s)
HNB1213 Nursing Practice 2; HNB1222 Integrating Nursing Knowledge 1; HNB1231 Clinical Practice 2: Basic Care Skills; or equivalent.

Content
Integrating Nursing Knowledge 2 is designed to build on and enhance students’ awareness of the broad dimensions of nursing practice. The integrating elements of this subject are presented as a problem based scenario. Based on a person experiencing health problems, the scenario incorporates concepts from nursing and the social and biological sciences. Students are provided with the opportunity to integrate their understanding of the interrelationships between these forms of knowledge through the use of inquiry and processing skills and self-directed learning.

Required Reading

Recommended Reading

Subject Hours
Twelve-two hours for one semester consisting of tutorials and self-directed learning.

Assessment
Tutorial presentation (30%); group case study portfolio (40%); clinical simulation (30%).
Clinical Practicum 1: Acute Care, HNB123

**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 (ANC) competencies, with the support and supervision of clinical teachers and/or preceptors at selected agencies.

**Required Reading**


Recommended Reading


**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.

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Clinical Practicum 2: Acute Care, HNB123

**Content**

The aim of this subject is to facilitate students' development of the planning, implementation and evaluation of care to clients experiencing acute medical/surgical problems. Students will be expected to apply theoretical principles and clinical skills learned in related subjects, with an increasing level of complexity and independence.

**Required Reading**


**Recommended Reading**


**Subject Hours**

Equivalent of 40 hours organised according to teaching mode used.

**Assessment**

Problem based learning (PBL) exercise x 1: 20%
addition, students will be provided with more specific journals or articles under set topic areas).

**Recommended Websites**

**Subject Hours**
Equivalent of 70 hours organised according to teaching mode used.

**Assessment**
In order to be awarded a satisfactory grade for this subject, the student must successfully complete each of the following satisfactory performance of holistic assessment of one client, as demonstrated by care planning documentation; Mastery of selected skills, according to specified criteria, and in line with the ANCI Competencies as defined for a student at this stage of the course; satisfactory participation in reflective practice, as defined by completion of personal learning objectives and reflective journal entries during each week of clinical placement; Demonstration of safe and competent practice according to this stage of the course, and in line with the ANCI Competencies as defined for a student at this stage of the course.

**Final assessment**
Satisfactory/Unsatisfactory

**HNB2315 NURSING PRACTICE 3: HEALTH & ILLNESS IN OLDER ADULTS**

**Campus**
St Albans

**Prerequisite(s)**
HNB1133 Foundations In Nursing 1, HNB1134 Foundations in Nursing 2, SMM1519 Human Bioscience 1, SMM1530 Human Bioscience 2, APT1311 Psychology Across the Lifespan

**Content**
The aim of this subject is to develop student awareness and knowledge about ageing, the promotion of health of an older person and the special health issues older people might experience.

**Required Reading**
Ebersole & Hess 2001, Mosby; St Louis

**Recommended Reading**

**Subject Hours**
Equivalent of 40 hours organised according to teaching mode used.

**Assessment**
Take home examination, short questions format, reflecting common clinical issues experienced by older people – 50%. 2000-2500 word assignment 50%

**R. & Richmond, J. 2000 Living, Dying, Caring. Life and death in a nursing home. Ausmled publications, Melbourne.**

**Subject Hours**
Equivalent of 70 hours organised to teaching mode used.

**Assessment**
In order to be awarded a satisfactory grade for this subject, students must complete a university specific work-book related to their experience, to a standard commensurate with their level in the course.

**Final assessment**
Satisfactory/Unsatisfactory

**HNB2317 ETHICS AND LEGAL STUDIES**

**Campus**
St Albans

**Prerequisite(s)**
Nil

**Content**
The aim of this subject is to introduce nursing and midwifery students to key concepts in ethics and law. The subject aims to develop an understanding of ethical and legal dimensions of practice with the opportunity to examine theory, principles and moral arguments related to professional practice and health care issues.

**Required Reading**

**Recommended Reading**

**Legislation**
- Mental Health Act 1986 (Vic)
- Health Act 1990 (Vic)
- Mental Health (Amendment) Act 1993, Health Services Act 1988 (Vic)
- Freedom of Information Act 1982 (Vic)
- Privacy Act 2000 (Cth)
- Public Record Act 1973 (Vic)
- Drugs, Poisons & Controlled Substances Act 1981 (Vic)
- Poisons, Poisons & Controlled Substances Regulations 1995 (Vic)

**Subject Hours**
Equivalent of 40 hours organised according to teaching mode used.

**Assessment**
Achievement of subject objectives will be determined through the use of more than one type of assessment methodology. A combination of the following, or other appropriate methodologies will be used: written assessment, reflective journal, learning folio, oral presentation.

**HNB221I ACUTE CARE NURSING 2**

**Campus**
St Albans.

**Prerequisite(s)**
HNB2111 Acute Care Nursing 1; HNB2123 Integrating Nursing Knowledge 2; HNB2131 Clinical Practice 3: Acute Care Nursing 1; SMM2516 Human Bioscience 3; or equivalent.

**Co-requisite(s)**
HNB2224 Integrating Nursing Knowledge 3; HNB2231 Clinical Practice 4: Acute Care Nursing 2; SMM2526 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 I, 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.

**Required Reading**

**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.

**HN B2212 PSYCHIATRIC NURSING CARE 1**

**Campus** St Albans.

**Prerequisite(s)**
HNB1212 Communication in Health; APT2330 Psychosocial Aspects of Health and Illness; or equivalent.

**Co-requisite(s)**
HNB2232 Clinical Practice 5 Psychiatric Nursing Care 2; 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; biology 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**

**Required Reading**

**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.

**HN B2213 ETHICS AND LEGAL STUDIES**

**Campus** St Albans.

**Prerequisite(s)**
HNB1122 Nursing as a Profession (Bachelor of Nursing); or equivalent.

**Content**
This subject explores the ethical and legal dimensions of nurses’ practice. Students are provided with the opportunity to examine theory, principles and moral arguments related to bioethical issues such as: brain death and organ transplantation; abortion; reproductive and genetic technology; euthanasia; refusal of treatment; and withholding and withdrawing food, fluids, and medical treatment. The distinction between civil and criminal law; and legal issues related to health care practice, including lawful consent; assault; battery; false imprisonment; negligence; the Coroners Court; and the regulation of nursing are investigated. The relationship between law and ethics is considered from the perspective of nurses’ simultaneous moral and legal accountability.

**Required Reading**

**URLS**
AUSTRALIAN NURSING COUNCIL INCORPORATED: www.anci.org.au.

**Nurses Act 1993**

**Recommended Reading**

**Recommended Reading**

**Subject Hours**
Bachelor of Nursing: Three hours per week for 11 weeks of one semester, comprising two hours of lectures and one one-hour tutorial. Bachelor of Midwifery: Forty-eight hours for one semester, comprised of lectures and tutorials.

**Assessment**
Tutorial presentation, and written paper 50%; examination, 50%. Students are normally required to pass both aspects of assessment.

**HN B2224 INTEGRATING NURSING KNOWLEDGE 3**

**Campus** St Albans.

**Prerequisite(s)**
HNB2111 Acute Care Nursing 1; HNB2123 Integrating Nursing Knowledge 2; HNB2131 Clinical Practice 3: Acute Care Nursing; or equivalent.

**Content**
Building on concepts from nursing, social and biological sciences, law and ethics, the knowledge gained in HNB2123 Integrating Nursing Knowledge 2 is further developed. The integrating elements of...
the subject will be presented as a case scenario which will provide 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.

**Recommended Reading**


**Required Reading**


**Subject Hours**

Twenty-two hours for one semester consisting of tutorials and self-directed learning.

**Assessment**

Tutorial presentation (30%); group case study portfolio (40%); clinical simulation (30%).

### HNB2231 CLINICAL PRACTICE 4: ACUTE CARE NURSING 2

#### Campus

St Albans.

#### Prerequisite(s)

HNB2111 Acute Care Nursing 1; HNB2123 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; HNB2224 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 (ANCI) competencies, with the support and supervision of clinical teachers and/or preceptors at selected agencies.

**Required Reading**


**Recommended Reading**


**Subject Hours**

120 hours for one semester, comprising five 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 the student's assigned clinical venue is compulsory.

### HNB2232 CLINICAL PRACTICE 5: PSYCHIATRIC NURSING CARE 1

#### Campus

St Albans.

#### Prerequisite(s)

HNB2111 Acute Care Nursing 1; HNB1212 Communication in Health; HNB2131 Clinical Practice 3; APT2330 Psychosocial Aspects of Health and Illness; or equivalent.

#### Co-requisite(s)

HNB2212 Psychiatric Nursing Care 1; or equivalent.

#### Content

This clinical practice subject involves the provision, or assistance with the provision of psychiatric nursing care to selected clients/patients in psychiatric hospitals, units within general hospitals and community settings. In the clinical situation students are provided opportunities to practice a range of psychiatric nursing care skills. These skills could include: developing interviewing skills; conducting psychosocial health assessment; utilise a range of therapeutic communication techniques; assisting in therapeutic modalities such as group therapy and pharmacological interventions; developing nursing care plans for persons with psychiatric disorders including schizophrenia and other psychotic states, mood disorders, anxiety related disorders; utilise reflexive skills to evaluate nursing practice.

**Required Reading**


**Recommended Reading**


**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.

### HNB2233 NURSING PRACTICE 4: ACUTE CARE

#### Campus

St Albans.

#### Pre-requisite(s)

HNB2133, HNB2134 Clinical Practicum 2: Acute Care, SBM2517 Human Bioscience 3

#### Content

The aim of this subject is to further develop students’ knowledge and skills to deliver safe nursing care to clients requiring acute medical/surgical nursing, utilising critical thinking and problem solving skills. An integrated approach will be used, with links to Bioscience, Psychology, Sociology and related nursing subjects. This subject builds on knowledge gained in Acute Care Nursing 2 and subject content will be aligned with Foundations of Nursing, Bioscience, Health Sociology Evidenced Based Practice and Professional Nursing to enable students to synthesise and apply knowledge to a range of acute care issues across the life span.

**Required Reading**


#### Subject Hours

120 hours for one semester, comprising five days per week for three weeks.

#### Assessment

Students are expected to demonstrate competence in clinical practice in order to gain an ungraded pass (S) for this subject: (a) Mental State Assessment; and (b) conduct two psychotherapeutic skills.

Recommended Journals

Recommended Websites

Subject Hours
Equivalent of 40 hours organised according to teaching mode used.

Assessment
Problem based learning (PBL) exercise x 1: 20% This exercise will assess the student’s ability to integrate the relevant theoretical concepts and problem based learning skills to a case study of a client requiring acute care intervention. Simulated patient care situation: 20% Utilising the case study client in a simulated setting, the student will be required to demonstrate competence in assessment and physical examination

INTEGRATED LEARNED KNOWLEDGE
Case studies, requiring explanation and prioritisation of client needs, 30% The student’s ability to demonstrate an understanding of knowledge, and to apply it to various clinical situations and problems will be assessed during the course. Students’ comprehension and analytical skills will be assessed through the interpretation of specific case studies, requiring explanation and prioritisation of client management.

HNB2234 PRACTICUM 4: ACUTE CARE

Campus StAlbans
Prerequisite(s) HNB2133 Nursing Practice 2: Acute Care, HNB2134 Clinical Practicum 2: Acute Care, SMR2517 Human Bioscience 2.

Content
The aim of this subject is to facilitate students’ development of the planning, implementation and evaluation of care to clients experiencing acute medical/surgical problems. Students will be expected to apply theoretical principles and clinical skills learned in related subjects, with an increasing level of complexity and independence.

Required Reading

Recommended Reading

Recommended Journals

Recommended Websites

Subject Hours
Equivalent of 70 hours organised according to teaching mode used.

Assessment
In order to be awarded a satisfactory grade for this subject, the student must successfully complete each of the following: Satisfactory performance of holistic assessment of one client, as demonstrated by care planning documentation; Mastery of selected skills, according to specified criteria, and in line with the ANCI Competencies as defined for a student at this stage of the course; Satisfactory participation in reflective practice, as defined by completion of personal learning objectives and reflective journal entries during each week of clinical placement; Demonstration of safe and competent practice according to this stage of the course, and in line with the ANCI Competencies as defined for a student at this stage of the course. Final assessment: Satisfactory/Unsatisfactory.
HNB2235 NURSING PRACTICE 5: MENTAL HEALTH & ILLNESS

Campus St Albans

Pre-requisite(s) HNB1133 Foundations in Nursing 1, HNB1134 Foundations in Nursing 2, APT1311 Psychology Across the Lifespan

Content The aim of this subject is to develop students’ knowledge, skills and attitudes in the promotion of mental health. To meet the needs of people with altered mental health status in institutional and community settings.


HNB2236 CLINICAL PRACTICUM 5: MENTAL HEALTH AND ILLNESS

Campus St Albans

Pre-requisite(s) HNB1133 Foundations in Nursing 1, HNB1134 Foundations in Nursing 2, APT1311 Psychology Across the Lifespan

Content The aim of this subject is to develop students’ knowledge, skills and attitudes in mental health and illness. To promote mental health and to meet the needs of people with altered mental health status in institutional and community settings. Clinical practice involves the provision of, or assistance with, mental health nursing to selected clients in mental health hospitals, mental health units, and community settings, in order to meet the needs of people with altered mental health status in institutional and community settings.


HNB2237 NURSING THERAPEUTICS: APPLIED MEDICATION MANAGEMENT

Campus St Albans

Pre-requisite(s) SBM2517 Human Bioscience 3, HNB2133 Nursing Practice 2, HNB2135 Nursing Practice 3, HNB2233 Nursing Practice 4

Content The aim of this subject is to introduce students to the general principles of pharmacology as they relate to nursing and midwifery practice. The subject aims to assist the students to attain knowledge and understanding of the ways in which individuals respond to medication; medication administration principles and guidelines; legal and ethical principles of drug administration; safety and efficacy issues; principles of quality use of medications; changes in response to medications across the lifespan; sociocultural factors influencing drug therapy; adverse drug reactions and interactions; polypharmacy; and the role of the nurse and midwife in medication therapeutic interventions.


Subject Hours Equivalent of 40 hours organised according to teaching mode used

Assessment Achievement of clinical competencies (Ungraded Pass/Fail)

RECOMMENDED WEBSITES


http://www.healthsc.iutas.edu.au/nursing/college/ Link is to the Australian and New Zealand College of Mental Health Nurses home page. The College is the professional body for mental health nurses and the site provides many useful links, including a newsgroup email subscription (free). www.span.com.au/mhrc/ Mental Health Resource the site provides many useful links, including a newsgroup email subscription (free).


http://www.healthsci.utas.edu.au/nursing/college/ Link is to the complete list of all the branches publications, complete with abstracts. http://www.healthsci.utas.edu.au/nursing/college/ Link is to the complete list of all the branches publications, complete with abstracts. http://www.healthsci.utas.edu.au/nursing/college/ Link is to the complete list of all the branches publications, complete with abstracts. http://www.healthsci.utas.edu.au/nursing/college/ Link is to the complete list of all the branches publications, complete with abstracts. http://www.healthsci.utas.edu.au/nursing/college/ Link is to the complete list of all the branches publications, complete with abstracts. http://www.healthsci.utas.edu.au/nursing/college/ Link is to the complete list of all the branches publications, complete with abstracts. http://www.healthsci.utas.edu.au/nursing/college/ Link is to the complete list of all the branches publications, complete with abstracts. http://www.healthsci.utas.edu.au/nursing/college/ Link is to the complete list of all the branches publications, complete with abstracts.


http://ausmediate.finders.edu.au AUSMed – Australian Early Intervention Network


**HNB3112 RESEARCH IN HEALTH CARE**

*Campus* St Albans.

**Prerequisite(s)** HNB2224 Integrating Nursing Knowledge 3 (Bachelor of Nursing); or equivalent.

**Corequisite(s)** HNM7004 Unpacking Midwifery Knowledge (Bachelor of Midwifery); or equivalent.

**Content**

The subject will provide students with the fundamental knowledge and skills to undertake research. Topics will include: an overview of the research process; the theoretical framework; literature review; research design; quantitative and qualitative approaches; developing proposals; data analysis appropriate to a range of research paradigms.

**Required Reading**


**Recommended Reading**


**Subject Hours**

- Bachelor of Nursing: Three hours per week for one semester, comprising one two-hour lecture and one one-hour tutorial. 
- Bachelor of Midwifery: Forty-eight hours for one semester, comprising of lectures and a midwifery focused tutorial.
HNB331 CLINICAL PRACTICE 6 & AGED CARE

Campus St Albans.
Prerequisite(s) HNB2211 Acute Care Nursing 2; HNB2231 Clinical Practice 4; Acute Care Nursing 2; or equivalent.
Co-requisite(s) HNB3111 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.

HNB332 CLINICAL PRACTICE 7A: PRIMARY HEALTH CARE

Campus St Albans.
Prerequisite(s) HNB2211 Acute Care Nursing 2; HNB2231 Clinical Practice 4; Acute Care Nursing 2; or equivalent.
Co-requisite(s) HNB3114 Primary Health; or equivalent.
Content Students will be required to attend twelve days clinical experience at the completion of the related theory subject, HNB3114 Primary Health. 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.

HNB333 CLINICAL PRACTICE 7B: HEALTH CARE OF THE FAMILY

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 childrearing 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.

HNB334 NURSING PRACTICE 6 & THE HEALTH OF THE COMMUNITY

Campus St Albans.
Requisite(s) HNB 1133 foundation of Nursing 1, HNB1134 Foundation of Nursing 2, HNB 1135 Professional Nursing 1, HNB2124 Professional Nursing 2.
Content The aim of this subject is to provide an important basis for professional nursing in all practice settings as it should enhance students understanding about health outcomes in the Australian population as a whole as well as subsections of that population, including Aboriginal Australians. Strategies aimed at improving the health of aggregates of people will also be examined for their effectiveness. In addition, students will gain an understanding of the approaches commonly used to assess the needs of a geopolitical area.
Subject Hours Equivalent of 40 hours organised according to teaching mode used.
Assessment The students will be required to undertake a group assignment that involves a population/community health concern. A total of 2000 words per student – 100%

HNB335 CLINICAL PRACTICUM & THE HEALTH OF THE COMMUNITY

Campus St Albans.
Requisite(s) HNB3134 Nursing Practice 6 & The Health of the Community.
Content The aim of this subject is to further develop a number of process skills important in nursing as well as life-long learning and consolidate theory from the pre-requisite subject, The Health of Communities. In particular, students should gain a deeper appreciation of the factors that lead to variation in health outcomes by undertaking a community needs analysis.
practice of psychiatric nursing

Australian and New Zealand College of Mental Health Nurses home //hna.ffh.vic.gov.au/acmh/mh/policy_legislation/abstracts provides a numerous interesting and helpful links. http://www.healthsci.utas.edu.au/nursing/college/ Link is to the Campus

Pre-requisite(s) HNB2235 Nursing Practice 5: Mental Health & Illness, HNB22336 Clinical Practicum 5: Mental Health & Illness

Content The aim of this subject is to further enhance students' knowledge, skills and attitudes in mental health and illness. To promote mental health, and to meet the needs of people with altered mental health status in institutional and community settings. To provide culturally appropriate care to individuals from various cultural groups, including Aboriginal and Torres Strait Islanders.

Required Reading

Recommended Reading

Websites http://www.healthsci.utas.edu.au/nursing/college/ Link is to the Campus

Equivalent of 70 hours organised according to teaching mode used.

Subject Hours Equivalent of 70 hours organised according to teaching mode used.

Assessment Seminar presentation 35%, Examination 65%

HN B3137 CLINICAL PRACTICUM 7: MENTAL HEALTH & ILLNESS

Campus St Albans

Pre-requisite(s) HNB2245 Nursing Practice 5: Mental Health & Illness, HNB22336 Clinical Practicum 5: Mental Health & Illness

Content The aim of this subject is to provide students with a broad overview and knowledge of family health from the perspective of a continuum across women's health care and childbearing, formation of the family unit and growth of the child into an adolescent. The
underpinning concept of this subject is to provide students with a framework in which to provide maternity and child health care from a family-centred approach.

Required Reading


Recommended Reading

Subject Hours:
Equivalent of 40 Hours organised according to teaching mode used.

Assessment
One 3-hour written examination 60% one written essay 40%

HN B319 CLINICAL PRACTICUM & CHILD AND FAMILY HEALTH

Campus St Albans

Pre-requisite(s) SBM2527 Human Bioscience 4, HNB2233 Nursing Practice 4: Acute Care, HNB2234 Clinical Practicum 4: Acute Care.

Content
The aim of this subject is to enable the student to provide care across the health continuum to women, their families and the child from birth through to adolescence. Furthermore, the focus of health care provision will be on a framework in which to provide maternity and child health care from a family-centred approach.

Required Reading

Recommended Reading

Subject Hours:
Equivalent of 70 hours organised according to teaching mode used.

Assessment
Achievement of the specified ANCI Competencies (Ungraded: pass/fail) Submission of two reflective journals (one per week)

HN B321 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) HNB3231 Clinical Practice 8a: Palliative Care; or equivalent.

Content
This subject focuses on the principles and practices required for patient comfort, patient autonomy and family support; whilst taking into consideration the cultural, ethical, legal, and spiritual needs of all people involved in the care of the dying person. Students will be given the opportunity to explore community resources and services available for terminally ill people and their families; discuss concepts of palliative care, including symptom control, spiritual and existential dimensions, grief and bereavement; explore personal perspectives on existence and mortality; identify ethical, professional and legal issues confronting patients, families and health care professional in palliative care settings; and gain an understanding of different cultural beliefs and traditions in relation to death and dying.

Required Reading

Recommended Reading

Subject Hours
Eight hours per week for five weeks, comprising three two-hour lectures, and one two-hour tutorial.

Assessment
Case study, 40%; written assignment, 60%.

HN B322 RURAL HEALTH

Campus St Albans

Prerequisite(s) Nil.

Co-requisite(s) HNB3232 Clinical Practice 8b: Rural Health; HNB3314 Primary Health; or equivalent.

Content
Socio-demographic profile of rural and remote Australia; health status; political agendas and party policies; the new public health; community participation; rural health nursing; interdisciplinary teams; indigenous health issues; specific health issues.

Required Reading

Recommended Reading

Required Reading

Recommended Reading

Subject Hours
Eight hours per week for five weeks, comprising three two-hour lectures, and one two-hour tutorial.

Assessment
Case study, 40%; written assignment, 60%.

**Subject Hours** Seven hours per week for six weeks, comprising two hours of lectures, two hours of tutorial and three hours of self directed learning.

**Assessment** A syndicate project, based on a rural or remote community (graded, 100%). An individual project, in preparation for clinical placement (ungraded; hurdle requirement).

**HNB3213 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; care 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.


**Recommended Reading** American Psychiatric Association. 1994, *Diagnostic and Statistical Manual of Mental Disorders*, DSMIV.

**HNB3222 HEALTH CARE AND HEALTH POLICY**
Campus St Albans.

**Prerequisite(s)** HNB2224 Integrating Nursing Knowledge 3; or equivalent.

**Content** This subject aims to provide students with an understanding of how health 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%.

**HNB3223 PROFESSIONAL PROCESSES**
Campus St Albans.

**Prerequisite(s)** HNB2211 Acute Care Nursing 2; HNB2231 Clinical Practice 4: Acute Care Nursing 2; or equivalent.

**Content** The relevant theories and principles of management are explored in the context of health care. Topics include leadership, team building, decision making, performance appraisal, conflict management and time management. The selection of topics is designed to facilitate students' skills 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. The principles and practice of performance management systems, quality improvement, risk management and patient care delivery systems will be reviewed. Strategies to secure employment or deal with difficulties encountered will also be covered.


**Recommended Reading** Extension reading lists will be provided with the subject outline and additional reading may be provided on the lecture outline each week.

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

**Assessment** Group presentation and individual written submission of case study (100%).
HNB3231 CLINICAL PRACTICE 8A: 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) HNB3211 Palliative Care; or equivalent.
Content This subject provides the student 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.
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.

HNB3232 CLINICAL PRACTICE 8B: RURAL HEALTH

Campus St Albans.
Prerequisite(s) Nil.
Co-requisite(s) HNB3212 Rural Health; HNB3114 Primary Health; 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.

HNB3233 CLINICAL PRACTICE 8C: PSYCHIATRIC NURSING CARE 2

Campus 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 an 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.
Subject Hours 64 hours for one semester, (comprised of 8 days x 8 hours per day of 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.

HNB3234 CLINICAL PRACTICE 8D: 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) HNB3214 Critical Care Nursing; or equivalent.
Content This clinical subject provides 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.
Subject Hours Sixty-four hours of clinical experience, comprising of four days per week for two weeks.
Assessment An ungraded pass will be awarded safe nursing practice. Attendance at the student's assigned clinical venue/s is compulsory.

HNB3235 CLINICAL PRACTICE 9: CONSOLIDATION

Campus 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 Students participate in their final preparation for professional practice as Division 1 Registered Nurses through a series of preparatory workshops examining clinical decision making and revising technical skills. This is followed by an intensive four-week clinical experience, in
which the students are required to take on a gradual increase in patient/client load and associated responsibilities, to the level of a Grade 1 Registered Nurse by the completion of the placement.


**Subject Hours**  Ten hours of preparatory workshops and learning laboratory sessions (e.g. conducted as one two-hour laboratory session per week, for five weeks). One hundred and sixty hours of clinical experience, comprising five days per week for four weeks at a clinical venue. Attendance at the student's assigned clinical venue/s is compulsory.

**Assessment**  Prior to commencing their clinical experience, students are expected to be able to demonstrate competence in drug calculations and knowledge of commonly used drugs. An ungraded pass will be awarded upon demonstrated competence in practice, according to the ANCI (2000) core standards, and at the level of commencing Grade 1 Registered Nurse (Division 1 in Victoria). The School of Nursing and Midwifery Skill and Clinical Learning Laboratory Assessment Policy applies to HNB3235.

**HNB3236 TRANSITION TO PROFESSIONAL PRACTICE**

**Campus St Albans**

**Pre-requisite(s)**  Nil

**Content**  The aim of this subject is to provide fundamental knowledge and skills in the research process. The subject builds upon previous knowledge and skills gained in Evidence Based Health Care to develop an understanding of the relationship between nursing research and nursing practice. It aims to provide a broad range of research designs and methodologies that are currently utilised by nurse researchers and to validate and refine existing nursing knowledge in order to improve nursing practice.


**Subject Hours**  Equivalent of 40 hours organised according to teaching mode used.

**Assessment**  Assignment – 1,500 words 40% Critically appraise a specific nursing research article related to the subject aims. Examination – 2 hours 60%. This will be a combination of multiple choice questions and short answer questions.

**HNB3237 RESEARCH PRACTICE**

**Campus St Albans**

**Pre-requisite(s)**  Nil

**Content**  The aim of this subject is to provide fundamental knowledge and skills in the research process. The subject builds upon previous knowledge and skills gained in Evidence Based Health Care to develop an understanding of the relationship between nursing research and nursing practice. It aims to provide a broad range of research designs and methodologies that are currently utilised by nurse researchers and to validate and refine existing nursing knowledge in order to improve nursing practice.


**Subject Hours**  Equivalent of 40 hours organised according to teaching mode used.

**Assessment**  Assignment – 1,500 words 40% Critically appraise a specific nursing research article related to the subject aims. Examination – 2 hours 60%. This will be a combination of multiple choice questions and short answer questions.

**HNB3238 NURSING PRACTICE 9: ELECTIVE (ACUTE CARE)**

**Campus St Albans**

**Pre-requisite(s)**  Nil

**Content**  The aim of this subject is to provide fundamental knowledge and skills in the research process. The subject builds upon previous knowledge and skills gained in Evidence Based Health Care to develop an understanding of the relationship between nursing research and nursing practice. It aims to provide a broad range of research designs and methodologies that are currently utilised by nurse researchers and to validate and refine existing nursing knowledge in order to improve nursing practice.


**Subject Hours**  Equivalent of 40 hours organised according to teaching mode used.

**Assessment**  Assignment – 1,500 words 40% Critically appraise a specific nursing research article related to the subject aims. Examination – 2 hours 60%. This will be a combination of multiple choice questions and short answer questions.
preparation and learning. Examination: 60%. The student's ability to demonstrate an understanding of knowledge, and to apply it to various acute care situations will be assessed. Students' comprehension and analytical skills will be assessed through the interpretation of specific case studies, requiring explanation and prioritisation of client management and with due regard to the role of other health care professionals.

HNB329 NURSING PRACTICE 9: ELECTIVE (MENTAL HEALTH & ILLNESS)

Campus St Albans

Pre-requisite(s) HNB3134 Nursing Practice: Health of the Community, HNB3135 Clinical Practicum 6: Health of the Community, HNB3136 Nursing Practice 7: Mental Health & Illness, HNB3137 Clinical Practicum 7: Mental Health and Illness, HNB3138 Nursing Practice 8: Child and Family Health, HNB3139 Clinical Practicum 8: child and Family Health.

Content The aim of this subject is to develop students' knowledge, skills and attitudes in order to provide mental health and to meet the needs of people with altered mental health status in institutional and community settings. To consolidate previously acquired knowledge in mental health nursing.


Subject Hours Equivalent of 40 hours over one semester comprising of lectures, tutorials and seminars & workshops.

Assessment Case management study, comprising Interview and assessment 40% (1900-2100 words); Case management report 60% (2000-3000 words)
HNH4312 MINOR THESIS A
Campus St Albans
Prerequisite(s) Nil.
Content The aim of this subject is to provide students with the opportunity and plan for successful conduction of research. The major emphasis of this subject will focus on the planning and development of the 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

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 St Albans
Prerequisite(s) HNH4312 Minor Thesis A; or equivalent.

Content The minor thesis is intended to provide students with an opportunity to undertake independent enquiry in 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.

HNH4020 MAKING PRACTICE CONNECTIONS

Campus St Albans
Prerequisite(s) MID1001 With Childbearing Woman.
Corequisite(s) MID1003 The Childbearing Journey.

Content All students will ‘follow through’ in a care capacity within a maternity unit, a minimum of ten women experiencing childbirth. Assessment: Assessment of the woman; Culture & Family; Pain assessment; Fetal assessment; Progress of the birth process; Support structures; Environment. Midwifery care in partnership during birthing women: Comfort; Orientation to environment; Partnership, dignity and respect; Support and position; Mobilisation; Pharmacological methods of pain control; Non pharmacological methods of pain control. Support: Communication; Counselling; Partnership with woman. Hygiene: Showers Bathing, Perineal care, Mouth & hand washing. Nutrition & Elimination: Breastfeeding with emphasis on providing extra support; Fluid balance; Energy; IV Infusion & Infusion Pumps; Urinalysis. Ethico-Legal Issues: Documentation; Informed Consent; Maintenance of Dignity, privacy and respect; Relevant components of the Scope of midwifery practice; Advocacy; Loss. Environment: Technology; Maternity Team. Obstetrical Matters: Induction of labour; Instrumental birth; Multiple births; Epidural Anaesthesia; EpiSiotomy & Repair of perineum; Principles of asepsis.

Required Reading

To be advised by subject lecturer.

Recommended Reading


Subject Hours A practice subject of 208 hours for one semester.

Assessment Practice assessment based on ACMI competency standards; Partnership log, focussing on contact and follow-through of women, Reflective journal.
HNM200 TOWARDS A MIDWIFE SELF

Campus St Albans.
Prerequisite(s) Nil.

Content: All students will ‘follow through’ in a care capacity within a maternity unit, a minimum of ten women experiencing childbirth. Emphasis on reflection on self and the experiences that influence the development of the concept of self; application of skills and techniques for the development of effective interpersonal relationships in midwifery. Continuing to develop personal and professional philosophies and how they influence one’s perception of midwifery as well as the midwives’ role and function; carving a new identity: going from a known world to an unknown world; connecting with the passion of midwifery; exploring strategies for enhancing the vision of midwifery.

In partnership with women work with a variety of women’s transition from pregnancy to parenthood; work with women in a variety of settings and models including as a ‘named’ midwife.

Required Reading: To be advised by subject lecturer.


HNM3010 NAVIGATING CHILDBEARING OBSTACLES

Campus St Albans.
Prerequisite(s) Nil.

Content: All students will ‘follow through’ in a care capacity within a maternity unit, a minimum of five women with obstacles in childbearing, Care and Assessment during pregnancy, labour and birth and after birth: Assessment for malpresentation and malposition; Conduct vaginal examination; Artificial rupture of membranes; Ectopic pregnancy and perineal care; Breastfeeding problems; Dynamap and blood pressure monitoring; Blood sugar monitoring. Use of technology: Ultrasound use; Cardiotograph monitoring; Oestreol monitoring; Central Venous Pressure (CVP) monitoring; Epidural infusions and care; Intravenous therapies; Syntocinon infusion in therapy; Magnesium sulphate infusion; IV antibiotics; IVAC pumps. Collaborative and referral role of the midwife. Assist in Obstetrical intervention; Induction of labour; Forceps birth; Ventouse birth; Caesarian Birth and care. Ethio-legal issues: Informed consent; Rights of the woman; Use of technology. Principles of primary level counselling.

Required Reading: To be advised by subject lecturer.


HNM3011 WOMEN’S HEALTH PRACTICE

Campus St Albans.
Prerequisite(s) Nil.

Content: Within a framework of working with women in partnership, the role of the midwife providing primary and collaborative care for women throughout the reproductive lifespan will be explored under the several subheadings. Undertaking a comprehensive women’s health assessment. Guidelines for practice and skill development. Primary care midwife promoting women’s wellness: strategies for promoting; breast awareness and mammography screening (mammochek program); regular cervical screening; healthy diet, regular weight-bearing exercise, pelvic floor exercises. Midwife providing women’s centres collaborative care in the acute care setting Physical and psychological pre and post operative considerations; Caring for women experiencing diagnostic & therapeutic procedures for reproductive and urinary conditions reflecting the specific care requirements; Caring for women experiencing diagnostic & therapeutic procedures for breast related conditions reflecting the specific care requirements; Caring for women experiencing treatment for cancers of the reproductive or breast related conditions; Consequences of chemotherapy to be taken into consideration when planning care for women.

Required Reading: To be advised by subject lecturer.


Subject Hours: A practice subject of 208 hours for one semester.

Assessment: Practice assessment based on ACMI competency standards. Partnership log, focussing on contact and follow-through of women (80%); Reflective journal (20%).

HNM3020 WORKING WITH BABIES

Campus St Albans.
Prerequisite(s) Nil.

Content: Neonatal Nursery Environment: Cots; Oxygen saturation equipment; Assisted Ventilation Equipment; Monitors; Stress management strategies. Care of the Baby: Gestational, physical & psychosocial assessment; Facilitation of Growth & Development; Stimulation; Rest; Touch; Comfort /pain control; Position; Kangaroo Care; Oxygenation; Resuscitation; Oxygen therapy; CPAP; Suresmart Therapy; Oxygen saturation; Blood gases; Nutrition & Elimination; Breast feeding – expand on previous knowledge; Gastric feeds; IV therapy; Breast milk substitutes; Fluid Balance & electrolytes; Specimen collections; Phototherapy; Immunity; Universal precautions; Hygiene; Temperature; Neutral thermal environment. Care of the family: Support and counselling: Involvement in care and decision making; Education; Transition to parenthood; Transition from hospital to home.

Required Reading: To be advised by subject lecturer.

HIM302 INDEPENDENT LEARNING UNIT

Campus St Aliams.
Prerequisite(s) Nil.
Content: The learning contract of this unit will be negotiated by the student with the academic mentor. It is anticipated that extensive pre-reading relevant to the topic area will be required in order for the student to select an appropriate topic, write objectives and complete a study plan, prior to undertaking the unit.


Recommended Reading To be advised by lecturer.

Subject Hours Seventy-eight hours for one semester.
Assessment: The nature of the assessment methods and criteria that must be met are to be negotiated between the student and their appointed mentor; and detailed in the learning contract.

HIM623 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%.

HN7000 WITH CHILDBEARING WOMAN (CONSORTIUM SUBJECT)

MID1001 WITH CHILDBEARING WOMAN (MONASH)

Campus Distance Education
Prerequisite(s) Nil.
Content: Module One: Setting the Scene - defining the role of the midwife in contemporary practice; exploring the desirable attributes of a midwife. Exploring the philosophical basis underpinning the role of the midwife in contemporary midwifery practice - being with woman; woman centredness; working in partnership; establishing relationships with childbearing women. Module Two: Preparing for the role of the Midwife. Introduction to the principles of basic midwifery care - promoting a safe environment - occupational health and safety; principles of infection control; principles of oral medication administration/Poisons Act; principles of optimal nutrition for the woman and her baby; introduction to care maps. Introduction to the principles of health promotion: facilitating informed decision making; accessing relevant information. Undertaking a health assessment: history taking process; baseline observations; guidelines for undertaking physical health assessment. Introduction to primary health counselling; guidelines for undertaking primary health counselling.


Subject Hours: Forty-eight hours for one semester conducted by flexible delivery.

Assessment: Written Examination 50% Assignment and presentation 50%.

HN7001 THE CHILDBEARING JOURNEY (CONSORTIUM SUBJECT)

MID1003 THE CHILDBEARING JOURNEY (MONASH)

Campus Distance Education
Prerequisite(s) HN7000 With Childbearing Woman. (MID1001 With Childbearing Woman

Content: Module One: The art of midwifery: Relationship; Communication; Boundaries of care; Midwife as primary carer; Midwife’s role in collaborative practice; Establishing a partnership; Exploring the desirable attributes of a midwife. The new midwifery: Science and sensibility in practice. Module Two: Preparing for the role of the Midwife. Introduction to the principles of basic midwifery care - promoting a safe environment - occupational health and safety; principles of infection control; principles of oral medication administration/Poisons Act; principles of optimal nutrition for the woman and her baby; introduction to care maps. Introduction to the principles of health promotion: facilitating informed decision making; accessing relevant information. Undertaking a health assessment: history taking process; baseline observations; guidelines for undertaking physical health assessment. Introduction to primary health counselling; guidelines for undertaking primary health counselling.


**Subject Hours** Forty-eight hours for one semester conducted via flexible delivery.

**Assessment** A combination of the following, or other appropriate methodologies will be used: examination; written assignment; reflective journal; and learning folio.

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**HNM7002 POLITICS OF MATERNITY SERVICES**

**Campus** Distance Education

**Prerequisite(s)** Nil.

**Content** Module One: Historical context; Evolution of the profession of midwifery; Midwifery identity: the uneasy tensions between midwifery and nursing and midwifery and medicine. Module Two: Regulation of midwifery; The role of the Nurses Board (including Code of Practice for Midwives in Victoria) and the role of the Australian College of Midwives (including ACMI Code of Ethics; ACMI Competency Standards For Midwives); Why a midwifery ethics and philosophy; Midwifery and the law; ethical-legal practice. Module Three: The role of the midwife; Models of care; Expanded practice, primary and collaborative practice, multidisciplinary teams; Contemporary issues and trends in midwiferies working with women. Module Four: Politics in present-day midwifery practice; State and Federal constraints; Issues of professional boundaries; Choice, continuity and control, fact or fiction or realizable dream?


**Subject Hours** Thirty-six hours for one semester conducted via flexible delivery.

**Assessment** A combination of the following, or other appropriate methodologies will be used: examination; written assignment; reflective journal; and learning folio.

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**HNM7003 WITH WOMAN: RETHINKING PAIN (CONSORTIUM SUBJECT)**

**NRSG216 WITH WOMAN: RETHINKING PAIN (ACU)**

**Campus** Distance Education

**Prerequisite(s)** Nil.

**Corequisite(s)** HNM2010 Practice: Allogegies; or equivalent.

**Content** Spinal Midwifery: Philosophy; The body systems; Altered states of consciousness; Left brain-right brain; Birth as part of a continuum. Principles of pre and post-operative care. Pain: Pain theory; Working with pain; Sources of pain; The process of loss and grief; Pain assessment; Expression of pain. Factors influencing the pain process: Philosophical; Psychosocial influences; Physiological; Environmental; Spiritual & culture. Pharmacological therapies: Anaesthetics; Narcotics; Analgesies. Non pharmacological therapies: Support; Water; Movement; Position; TENs. Complementary therapies: Aromatherapy; Tactile therapies; Homeopathy. The Baby: Assessment & monitoring: Influence of pain strategies upon the baby.


**Subject Hours** Thirty-six hours for one semester conducted via flexible delivery.

**Assessment** A combination of the following, or other appropriate methodologies will be used: examination; written assignment; reflective journal; and learning folio.

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**HNM7004 UNPACKING MIDWIFERY KNOWLEDGE (CONSORTIUM SUBJECT)**

**NRSG217 UNPACKING MIDWIFERY KNOWLEDGE (ACU)**

**Campus** Distance Education

**Prerequisite(s)** Nil.

**Content** Frameworks and paradigms for knowledge generation and substantiation. Types of knowledge and ways of knowing drawing on contemporary literature. Philosophical views and theories influencing contemporary theorists in midwifery. Current debates in knowledge generation, feminist and postmodern critiques. Evidence informed practice, reflective practice. Overview of research approaches contributing to midwifery knowledge.

**Required Reading** Nil


**Subject Hours** Thirty-six hours for one semester conducted via flexible delivery.

**Assessment** A combination of the following, or other appropriate methodologies will be used: examination; written assignment; reflective journal; and learning folio.

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**HNM7005 WOMEN’S HEALTH: SOCIOPOLITICAL CONTEXT (CONSORTIUM SUBJECT)**

**NRSG219 WOMEN’S HEALTH: SOCIOPOLITICAL CONTEXT (ACU)**

**Campus** Distance Education

**Prerequisite(s)** Nil.

**Content** Opposing theories and ideologies of female sexuality and health. The relationship between gender and health. Sociocultural influences on sexuality and health. The politics of women's health: poverty, social class, ethnicity; body image; sexual orientation; rape, incest, pornography and violence; genital mutilation; fertility treatments.

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Women’s experiences of health care. The new public health, and women’s health care initiatives in Australia.

**Required Reading** Nil


**Subject Hours** Thirty-six hours for one semester, conducted via flexible delivery.

**Assessment** A combination of the following, or other appropriate methodologies will be used: examination; written assignment; reflective journal; and learning folio.

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**HN M7006 MIDWIVES WORKING WITH DIVERSITY**

**Campus** Distance Education.

**Prerequisite(s)** Nil.

**Content** Module One: Framing the subject: Knowing self; Feminist and Humanistic principles in working with diversity; Defining sexuality and its relationship to childbirth. Module Two: Cultural diversity: Cultural safety/sensitivity; Aboriginality; Women from diverse cultural and Humanistic principles in working with diversity; Defining sexuality and its relationship to childbirth. Module Three: Social diversity: Social justice, equity and access; Poverty and maternity; homelessness; physical and sexual abuse; chemical dependency.


**Subject Hours** Thirty-six hours for one semester, conducted via flexible delivery.

**Assessment** A combination of the following, or other appropriate methodologies will be used: examination; written assignment; reflective journal; and learning folio.

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**HN M7007 CHILDBEARING OBSTACLES**

**Campus** Distance Education.

**Prerequisite(s)** Nil.

**Content** Module One: Pregnancy Obstacles: Collaborative role of midwife; Anaemia; Blood disorders; Infections; Miscarriage; Uterine growth restriction; Fetal death in utero; Antepartum haemorrhage; Variations in blood pressure; Diabetes; Chemical dependency; Surgical conditions. Module Two: Midwifery and Obstetric Care: Positions; lie and presentations of the fetus; Preterm labour; Induction and augmentation of labour; Inco-ordinated uterine action; ‘Intervention cascade’; Medical technology; ultrasound; cardiotocography; epidural anaesthesia; forceps & ventouse; caesarean section. Module Three: Unexpected Obstacles During Labour & Birth: Cord presentation and prolapse; Fetal distress; Postpartum haemorrhage; Shoulder dystocia; Maternal shock and collapse. Module Four: Maternal Obstacles in First Weeks After Birth: Breast feeding challenges; Pyrexia; Secondary postpartum haemorrhage; Haematomas; Post-caesarean section: extra care; Mood variation: psychological distress; Implications for woman and midwifery practice.

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


**Subject Hours** Thirty-six hours for one semester, conducted via flexible delivery.

**Assessment** A combination of the following, or other appropriate methodologies will be used: examination; written assignment; reflective journal; and learning folio.

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**HN M7008 WOMEN’S HEALTH: WOMEN’S BUSINESS (CONSORTIUM SUBJECT)**

**Mid 3105 WOMEN’S HEALTH: WOMEN’S BUSINESS (MONASH)**

**Campus** Distance Education.

**Prerequisite(s)** Nil.

**Content** Skill development in woman’s health assessment will be built in a simulated learning environment. The role of the midwife in primary health care will be discussed promoting health and wellness throughout the reproductive lifespan. Content will be explored within three modules representing common health problems experienced by women. Module 1: Women’s health across the lifespan – First impressions: Puberty; Controlling fertility/contraception; Sexually transmitted diseases and infections (non HIV); Menstrual disorders; Eating disorders and body image; Rape, sexual assault, incest and domestic violence. Module 2: Women’s health across the lifespan – Physical problems: Pelvic pain, Endometriosis; Infertility; IVF; HIV & AIDS; Breast health and disease; Women’s cancers; Continence, the pelvic floor, vaginal repair; Hysterectomy; Menopause; Chronic illness; Health in the workplace, working in the home. Module 3: Women’s health across the lifespan – Mental health & addictive disorders: Depression; Alcohol and Chemical dependency; Gambling adduction.

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


**Assessment** A combination of the following, or other appropriate methodologies will be used: examination; written assignment; reflective journal; and learning folio.

**Subject Hours** Thirty-six hours for one semester, conducted via flexible delivery.

**Assessment** A combination of the following, or other appropriate methodologies will be used: examination; written assignment; reflective journal; and learning folio.

**HNM7009 BABIES NEEDING EXTRA CARE (CONSORTIUM SUBJECT)**

**NRSG335 BABIES NEEDING EXTRA CARE (ACU)**

**Campus** Distance Education.

**Prerequisite(s)** Nil.

**Content** Growth and Development. Level two nursery environment: Noise; Equipment; Personnel; Influence upon the wellbeing of the baby; Impact upon the family; Role of the midwife in the team. Circumstances that may require babies to be admitted to a Level Two Nursery; pre-term; Post-term; Congenital anomalies; Metabolic disturbances; Small for gestational age; Chemical dependency; Birth asphyxia; Jaundice; Anaemia. Care of the baby: Gestational assessment; Facilitation of growth and development; Oxygenation; Elimination; Nutrition; Immunology; Temperature. Care of the family: Support and counselling; Involvement in care and decision making; Education; Transition to parenthood. Ethical–Legal Issues: Informed consent; Rights of the baby; Economic challenges; Maintenance of life support. Neonatal Emergency Transport Service: History of the service; Referral, stabilization and retrieval.

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


**Subject Hours** Thirty - six hours for one semester, conducted via flexible delivery.

**Assessment** A combination of the following, or other appropriate methodologies will be used: examination; written assignment; reflective journal; and learning folio.

**HNM7010 HANGING UP A SHINGLE (CONSORTIUM SUBJECT)**

**MID3100 HANGING UP A SHINGLE (MONASH)**

**Campus** Distance Education.

**Prerequisite(s)** Nil.

**Content** Module 1: Professional Issues: Participation in the profession; Professional development; Advanced skill development (prescribing; referral and ordering tests); Visiting rights (accessing hospital services); Sharing knowledge and skill; Care of self and others in the workplace; Professional indemnity insurance; Developing an evidence-informed practice; Quality improvement; Access and maintenance of equipment; Record keeping; Reporting result guidelines for practice. Module 2: Establishing a business: getting started; managing a business as a sole practitioner; changing a fee for service; financial records; taxation; marketing your services; midwives working together in private practice.

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


**Subject Hours** Thirty-six hours for one semester, conducted via flexible delivery.

**Assessment** A combination of the following, or other appropriate methodologies will be used: examination; written assignment; reflective journal; and learning folio.

**HNM 702 BEGINNING THE JOURNEY**

**Campus** St Albans

**Co-requisite(s)** HNM 7000 With Childbearing Woman

**Content** Skill development and application of principles in basic midwifery care: Establishing a safe and therapeutic environment; Principles and practice of infection control techniques; Mobility and ‘no lift policy’; Safe practices in medication: principles and practices of administration of oral and other medications; Assessment, history taking, data collection and recording; Legal and ethical considerations in midwifery practices; Health assessment and physical examination skills; Monitoring: documenting baseline observations such as temperature, pulse, respiration, blood pressure, foetal heart sounds, urinalysis and care of equipment; Engaging in health promotion activities.


**Subject Hours** The equivalent of 24 hours for one semester organised according to the teaching mode used.

**Assessment** Practical Skills Examination Partnership log focussing on contact and follow through of Woman (includes field work and reflective journal).

**HPD1110 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.

Recommended Reading: Physical and Sport Education: Report of the Committee for the Review of Physical Education and Sport Education in Victorian Schools. 1993, Directorate of School Education. Curriculum Standards Framework Health and Physical 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%.

HPD 200 PEDIATRIC EXERCISE SCIENCE

Campus: Footscray, Park, Melton.
Prerequisite(s): Nil.

Content: This subject will provide an understanding of developmental physical activity and the unique responses of younger populations to physical activity in the context of short and long-term stimuli. These will include topics such as the maturation of aerobic and anaerobic fitness, the development of muscular strength and adaptations to thermal stress. In addition, the subject will examine ethical aspects of research with children, and the psychological, social and cultural determinants and consequences of physical activity among younger populations.

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: Project/essay, 30%; progressive assessment, 40%; reflective writing, 30%. All components of assessment must be satisfactorily completed.

HPD 210 PHYSICAL ACTIVITY FOR YOUNG CHILDREN

Campus: Melton.
Prerequisite(s): Nil.

Content: This subject will provide an understanding of the process of motor skill acquisition in childhood. Within the context of the development of children's motor skill acquisition, the subject will encompass exploration of motor learning concepts. It further aims to develop the students' knowledge and understanding of the wide range of factors effecting the process of motor skill acquisition in children. Critical debate will be encouraged on the various approaches available for the development and assessment of motor skills 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.


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, 60%. All components of assessment must be satisfactorily completed.

HPD 220 MOTOR SKILL ACQUISITION IN CHILDREN

Campus: Melton, Echuca.
Prerequisite(s): Nil.

Content: This subject aims to develop the students’ awareness and appreciation of a range of issues surrounding young children’s development and exercise. It will provide an understanding of developmental exercise physiology and the unique responses of younger populations to physical activity in context of short and long-term stimuli. These will include topics such as the maturation of aerobic and anaerobic fitness, the development of muscular strength and adaptations to thermal stress. In addition, the subject will examine ethical aspects of research with children, and the psychological, social and cultural determinants and consequences of physical activity among younger populations.

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: Project/essay, 30%; progressive assessment, 40%; reflective writing, 30%. All components of assessment must be satisfactorily completed.

HPD 221 PHYSICAL ACTIVITY FOR LATE CHILDHOOD

Campus: Melton.
Prerequisite(s): Nil.

Content: This subject aims to develop the students’ awareness and appreciation of a range of issues surrounding physical activity for late childhood. The subject will encompass a number of approaches to the teaching of physical activity for children at this stage of development. Critical debate will be encouraged on the various 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, 60%. 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.

HPD3000 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.

Recommended 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: Echuca.
Prerequisite(s): HPD1110 Introduction to Physical Education, HPE31324 Growth and Development, HPD2100 Pediatric Exercise Science, HPD2220 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.

Recommended Reading: Curriculum Standards Framework (Health and Physical Education, 1994). ACHPER Journal, Quest and JOPERD.


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.

HPE002 SUBJECT TITLE: EXERCISE SCIENCE FOR SPECIFIC POPULATIONS (ELECTIVE)

Campus: Footscray Park, City Flinders
Prerequisite(s): HPE 1204 Exercise Physiology, HPE 1202 Biomechanics, or equivalent

Content: The subject examines exercise and sport science applied to specific clinical populations, and incorporates a multidisciplinary approach, including both physiological and biomechanical perspectives. Patients studied comprise those patients with chronic cardiovascular, respiratory, metabolic or musculoskeletal diseases; and those populations with altered gait, balance and motor control characteristics, including elderly fallers, amputees and cerebral palsy children. The subject examines the acute responses to exercise and any limitations of the cardiorespiratory, neuromuscular, and endocrine systems, in the specific populations with chronic disease. The subject exposes students to the biomechanical factors relating to the analysis of human movement in specific populations such as elderly fallers, amputees, cerebral palsy children. Topics include biomechanical changes that commonly occur in these populations and their relationship to exercise; and the associated laboratory techniques for measurements and assessment. Laboratory experiences will be used to develop an understanding of techniques for exercise and sport science measurement and assessment in patients with chronic disease, or altered gait and motor control characteristics, their ethical and practical considerations, as well as to link, where possible, physiological and biomechanical approaches, to enhance overall understanding. Students are strongly advised to take HPE0003 Exercise Science for Adults and Older Adults. This subject is recommended for those students wishing to progress to further studies in the field of Exercise Rehabilitation.

Required Reading: Specific journal articles to be advised


HPE 0003 EXERCISE SCIENCE FOR ADULTS AND OLDER ADULTS (ELECTIVE)

Campus Footscray Park, City Flinders

Prerequisite(s) HPE 1204 Exercise Physiology, HPE 1202 Biomechanics, or equivalent

Content The subject examines exercise and sport science applied to healthy adults and older adults, and incorporates a multidisciplinary approach, including both physiological and biomechanical perspectives. The specific physiological profiles, exercise capacities of adults and older adults will be studied. These include the specific effects of aging processes on cardiorespiratory, metabolic, musculoskeletal and thermoregulatory responses. The subject examines in detail the effects of muscle mass loss with aging on muscle strength and power, and muscular changes with aging that influence muscle fatigue and physical endurance. The subject also examines appropriate exercise testing and relevant physical activity and training principles for adults and older adults. The subject familiarises students to the biomechanical factors relating to the analysis of human movement in adults and older adults. The subject exposes students to the biomechanical & physiological factors relating to the analysis of human movement in young and older adults. Topics include biomechanical changes that commonly occur in the ageing process and their relationship to exercise and sports performance; ageing effects on gait and balance; foot clearance and trippingfalls; coefficient of friction and slipping falls. Laboratory experiences will be used to develop an understanding of techniques for exercise and sport science measurement and assessment in adults and older adults, their ethical and practical considerations, as well as to link, where possible, physiological and biomechanical approaches, to enhance overall understanding. Students are strongly advised to take HPE2101 Sports Physiology, Sports HPE1202 Biomechanics and HPE2103 Growth, Development and Ageing, HPE3218 Exercise Science for Children and Adolescents.

Required Reading Specific journal articles to be advised


Subject Hours Four hours per week for one semester comprising two one hour lectures and one two hour laboratory class.

Assessment: Final examination, 40%; individual assignment and presentation, 30%; laboratory reports 30%.

HPE 0004 EXERCISE SCIENCE PROJECT (ELECTIVE)

Campus Footscray Park and City Flinders

Prerequisite(s) HPE3101 Advanced Biomechanics (for Sports Science Project in Biomechanics) or HPE 3100 Advanced Exercise Physiology (for Sports Science Project in Exercise Physiology)

Content This subject will provide students with an opportunity to undertake a specific project that will enable the student to acquire, broaden or deepen knowledge and skills in a specific topic area related to either biomechanics or exercise physiology. This can involve a thorough and critical literature review, or a minor research project. Any research project involving human experimentation requires approval from the Human Research Ethics Committee of Victoria University. For this reason, a research project is generally not preferred, unless the project has already received such ethics approval. Each student will be allocated a supervisor and the student and supervisor will then negotiate a project from the area of biomechanics or exercise physiology. The coursework will normally consist of a mini-dissertation and an oral presentation.

Required Reading To be advised by supervisor

Recommended Reading To be advised by supervisor

Subject Hours: Independent study. This subject has a workload equivalent to four hours per week, for one semester. Contact to be arranged by supervisor.

Assessment Contracted educational exercise(s) by negotiation with supervisor, 100%.

HPE 0005 HISTORY OF SPORT IN THE ASIA PACIFIC REGION

Campus Footscray Park

Prerequisite(s) HPE 2112 History of Sport, or HPS 1111 Sport, History and Culture, or equivalent.

Content This subject will first provide a general introduction to the history and politics of the Asia Pacific region. It will then examine the historical role and function of sport in selected nations, with particular reference to the manner in which sport has affected national consciousness, the way in which the symbols, emblems and images of sport reflect national self-image, and assumptions about how gender, race and class impact on sports participation, audience behaviour and sporting culture. This will be achieved by a critical comparative examination of primary source documents, including government policy and legislation, newspaper archives, and other popular and commercial representations of sport. Particular attention will be given to the development of sport in Australia and New Zealand, although historical developments in other nations from the Asia Pacific region, including China, Japan, Indonesia, and the Pacific Islands, will also be examined.


**Subject Hours** Three hours per week for one semester, comprising two one-hour lectures and one one-hour tutorial.

**Assessment** Tutorial Exercises 30%, Written Papers 40%, Final Examination 30%.

### HPE 0006 APPLIED EXERCISE PHYSIOLOGY (ELECTIVE)

**Campus** Footscray Park  
**Prerequisite(s)** HPE 2101 Exercise Physiology  
**Content** This elective subject explores the strategies employed by exercise physiologists to achieve peak exercise performance. The subject focuses on a range of interventions to enhance performance. It includes special emphases on legal ergogenic aids such as nutritional interventions including alcohol, carbohydrate and fluid supplements, antioxidants, and creatine; altitude, simulated altitude and hypoxic training; Examine the abuse of illegal ergogenic aids such as blood doping, EPO, steroids, growth hormone and stimulants. Includes examination of important training strategies including tapering and intensive training. Practical classes will examine the influence of safe ergogenic strategies, and of intensified training and tapering on physiological performance.

**Required Reading** Specific journal articles to be advised  

**Recommended Reading**  

**Subject Hours** Four hours per week for one semester comprising two one hour lectures and one two one-hour laboratory class/tutorial.

**Assessment** Laboratory reports, 30%; short tests and assignments, 20%; final examination, 50%.

### HPE 1101 STRUCTURAL KINEIOLOGY

**Campus** Footscray Park  
**Prerequisite(s)** Nil  
**Content** The subject will include the study of the structure and function of the human body, the interrelationships between the various components and movement examples.  

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

**Recommended Reading**  

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

**Assessment** Quizzes, (2 x 12.5%); mid semester test, 25%; end-of-semester test, 50%.

### HPE 1103 PHILOSOPHY OF EXERCISE SCIENCE AND HUMAN MOVEMENT

**Campus** Footscray Park  
**Prerequisite(s)** Nil  
**Content** Technical and critical-reflective knowledge in exercise science, human movement, fitness sport, and physical education; Philosophical concepts such as dualism (mind/body, self/others), mechanism and technocracy, as well as holism and humanism, as they relate to activities of care, therapy, teaching/coaching, fitness instruction and other exercise related professional activities; Experiential knowledge and the role of narrative in constructing a sense of self and professional relationships; Existential-phenomenological foundations of professional activity and relationships in areas such as research, scientific inquiry, teaching, coaching, fitness consulting, exercise therapy, and sport medicine. This includes a better understanding of lived experiences such as: injury and recovery, teaching and learning, career termination and transition, elation and flow, self-consciousness and humiliation, ability and disability, anticipation and disappointment, humiliation and elation, risk and fulfilment, loss and grief, youth and ageing.

**Required Reading**  

**Recommended Reading**  

Subject Hours: Three hours per week comprising two one-hour lectures and one one-hour seminar for twelve weeks.

Assessment: Semester Test 40%, Progressive Writing Assignments 60%

HPE 1122 CAREER AND PROFESSIONAL DEVELOPMENT I

Campus Footscray Park.
Prerequisite(s): Nil.
Content: This subject will cover and develop the student's communication, leadership, interpersonal and instructional skills. The theory underlying these topics will be explored and the students will be provided the opportunity to develop an understanding of how they can be applied to an Exercise Science, Human Movement, Sport, Fitness or Physical Education setting. Opportunities will be provided for students to observe operations in a variety of organizations. Students learn to identify their strengths and competencies through their education, work and extra curricula experiences. These are documented according to the guidelines of the Victoria University Career Portfolio. Students are taught how to develop this portfolio throughout their studies, to identify core graduate attributes and other essential professional competencies and to adapt this as a very effective resume for the job of their choice.

Recommended Reading Articles as advised
Subject Hours: Equivalent to 3 hours per week over 1 semester-comprising lectures, presentations, seminars, on-line activities and observations.
Assessment: Online Activity 15%, Presentations 25%, Reports 30%, Quizzes 20%, Attendance and participation 10%.

HPE 1123 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, 30%.

HPE 1125 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 for physically and mentally challenged individuals.

Recommended 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 IN DUSTTRY 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 onetwo-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. 
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 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 related quantitative, qualitative and experiential knowledge and methods of enquiry. 


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 1202 BIOMECHANICS**

**Campus** Footscray Park

**Prerequisite(s)** None

**Content**

(i) biomechanical concepts and terminology, (ii) human motion and ways to measure it, (iii) forces applied to the human body during sporting and exercise, and (iv) basic biomechanical analysis techniques.

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


**Subject Hours** 3 hours per week for one semester: 2 hours lecture, 1 hour tutorial session.

**Assessment:** Mid-semester exam, 40%; Final exam, 60%.

**HPE 1203 SOCIAL DIMENSIONS OF SPORT AND EXERCISE**

**Campus** Footscray Park

**Prerequisite(s)** Nil

**Content** Students will have the opportunity to investigate current social factors that have a bearing on participation in exercise and sport and its potential health benefits. Factors that may enhance participation or those that may be barriers include age, gender, sexual orientation, ability/disability, socio-economic status, religion and race/ethnicity. Professionals in the fields of teaching, coaching, exercise prescription and therapy, as well as management and policy making need to be sensitive and responsive to participants, 'clients' or employees from a number of different cultural backgrounds, with their respective attitudes and beliefs about the body, male-female relations, etc.


**Assessment** Coursework 70%, examination 30%.
the importance of the on-line contract system, analysing and evaluating organisations and their programs, and self-evaluation of competency achievements and development while on career placements. Students learn a number of job-hunting strategies and practically apply these to a search using currently advertised positions. The Holland Self Directed Search is completed to introduce the students to the importance of self-understanding in career planning and job searching. Information interviewing is also taught to the students who then go out into the sport industry to conduct an information interview with a person in a job position to which the student aspires. Students learn job interview techniques and practice job interviewing using position descriptions. Students learn to identify their strengths and competencies through their education, work and extra curricula experiences. These are documented according to the guidelines of the Victoria University Career Portfolio. Students are taught how to develop this portfolio throughout their studies, to identify core grade attributes and other essential professional competencies and to adapt this as a very effective resume for the job of their choice. Students find a suitable 70-hour placement using a variety of sources: e.g. networking, the career placement board, and career development database or guest speakers. Students complete a 70-hour placement under the supervision of appropriate industry supervisors and write a comprehensive placement report evaluating the main learning outcomes of the placement.


**Subject Hours** 3 hours per week using a variety of lectures/workshops and on-line learning activities, 70 hours placement in the field of sport administration.

**Assessment**
- Participation (10%) Completion of Career Portfolio (25%) Interview performance (10%) Successful completion of placement that meets all requirements of the placement contract as assessed by the agency supervisor (30%) Completion of the placement report (2,000 words maximum) (25%)

### HPE2101 EXERCISE PSYCHOLOGY

**Campus** Footscray Park

**Prerequisite(s)** Nil.

**Content** Considerable attention has been given to understanding how psychological factors influence performance in competitive sports, and using developing psychological strategies to enhance sporting performance. This subject considers the psychology of sport and exercise within a broader framework, addressing the more fundamental issues of why it is that people do or do not participate in sporting and exercise activities. It addresses a range of psychosocial factors (e.g. personality, motivation, personal identity and self-efficacy) that influence participation in physical activity across the lifespan, and in the context of the promotion of physical activity for health and well-being of the whole community. The subject also examines the relationship between physical activity and psychological well-being, with a focus on psychological development and well-being as consequences of physical exercise, in the general population, as well as in special populations such as children, the elderly, and people with physical and/or mental disabilities.


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

**Assessment** 25% tutorial submissions, 30% mid-semester examination, 45% end-semester examination.

### HPE2102 SPORTS BIOMECHANICS

**Campus** Footscray Park

**Prerequisite(s)** HPE1202 Biomechanics; or equivalent.

**Content** (i) developing biomechanical principles through application to sport / exercise specific examples and analysis, (ii) working with some of the available technologies / techniques and using them in exercise and sports application and (iii) familiarizing students with laboratory / exercise specific examples and analysis, (ii) working with some of the available technologies / techniques and using them in exercise and sports application and (iii) familiarizing students with laboratory

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

HPE2103 GROWTH, DEVELOPMENT AND AGEING
Campus Footscray Park
Prerequisite(s) Nil
Content The subject examines physical growth and the development of motor characteristics of humans from childhood into adulthood, including the genetic and environmental factors that interact to influence these processes. The subject examines the deterioration in physical processes and motor characteristics of humans with ageing. The subject focuses across the lifespan to give a balanced perspective on age-related effects on human motor function. The subject forms a basis for the applications of knowledge in growth development and ageing in the field of Exercise and Sport Science.
Required Reading Required Reading Specific journal articles to be advised
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 class.
Assessment Final examination, 40%; individual assignment and presentation, 30%; laboratory reports 30%.

HPE2211 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%.

HPE2221 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 the physiological responses to exercise will be detailed. Practical sessions will complement topics covered in lectures and will include topics such as energy metabolism at rest and during exercise, maximal oxygen consumption, cardiovascular and respiratory 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.

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 analyse 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 Progressively assessed, 40%; final examination 60%.

HPE2129 RESISTANCE TRAINING
Campus Footscray Park.
Prerequisite(s) Nil.
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%).

HPE2135 CAREER AND PROFESSIONAL DEVELOPMENT SEMINAR 2: LEADERSHIP
Campus Footscray Park.
Prerequisite(s) HPE1905 Field Experience 1: Introduction and Observation; HPE1134 Filed Experience Seminar 1: Introduction and Observation; HPE1134 Career and Professional Development Seminar 1: Introduction and Observation; or equivalent.
Content 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 Human Movement, 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 ‘Human Movement’. Issues discussed in seminars include group management, leadership styles, programming, safety issues, competencies and attributes required by professionals in various environments.
Required Reading Field Experience manual. Articles advised by lecturer.
Subject Hours One one-hour seminar per week for one semester.
Assessment Leadership practicum report, 70%; group projects, 20%; seminar assignments, 10%.

HPE2136 CAREER AND PROFESSIONAL DEVELOPMENT PLACEMENT 1: LEADERSHIP
Campus Footscray Park.
Prerequisite(s) HPE1905 Field Experience 1: Introduction and Observation; HPE1131 Field Experience Seminar 1: Introduction and 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 broad field of Human Movement. The essential component of this subject is the development of individual and professional leadership 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. The experience provides practical leadership experience and should involve the following situations: small group situations, large group leadership situations, programming, planning and organising.
Required Reading Field Experience Manual.
Subject Hours Seventy hours in the selected leadership 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.

HPE2200 MOTOR CONTROL
Campus Footscray Park and City Flinders
Prerequisite(s) HPE1202 Biomechanics; HPE1204 Exercise Physiology
Content The subject introduces students to the neuro-mechanical basis of the control of human movement as it relates to exercise and sport, at the central, spinal, and peripheral levels of the nervous system. Areas to be covered are: brain centres controlling movement, descending and ascending pathways, receptors and reflexes, motor units, muscle mechanics and contraction control, balance, locomotion, proprioception, training, fatigue, disuse.
Required Reading To be advised by lecturer.
Subject Hours 4 hours per week for one semester: 2 hours lecture/tutorial, two hours practical/tutorial
Assessment Lab work 30%, quizzes and assignments 20%, final exam 50%.
HPE2202 FUNCTIONAL KINESIOLOGY
Campus Footscray Park
Prerequisite(s) HPE 1101 Structural Kinesiology, or equivalent
Content This subject will cover the major joint complexes, movement analysis and postural function.
Subject Hours Four hours per week for one semester comprising one-hour lecture and three-hour practical
Assessment Practical/tutorial contribution 30%, semester test 25%, final examination 45%

HPE2214 SPORT AND FITNESS DELIVERY SYSTEMS
Campus Footscray Park
Prerequisite(s) Nil
Content The content of this subject will assist the student in developing an understanding of contemporary sport and fitness delivery systems. The subject undertakes an in-depth examination and critical analysis of models highlighting local, state and national structures and how they link into the Australia-Pacific region and the international structure of sport. The subject material will include: (1) theoretical principles and methodologies associated with public policy, nationalism, and globalisation using a case study approach and analysis of key issues, organisations and events; (2) a thorough examination of the Australian sport system including peak bodies such as the Australian Sports Commission, the Australian Olympic Committee, Melbourne 2006 Commonwealth Games, the Australian Institute of Sport and its affiliated network of state institutes/academies (e.g. Victorian Institute of Sport), Sport and Recreation Victoria, the Victorian Major Events Corporation, Victorian Department of Education, Employment and Training, Sport Medicine Australia, the Australian Association of Exercise and Sports Science, Fitness Australia, VicFit, etc.; (3) major multi sport events including the Olympic Games, the Commonwealth Games, world championships, etc. and their relationship to Australia (i.e. bidding, hosting, event organisation, performance review, etc.); (4) a comparative analysis of club vs. school-based sport and elite vs. community-based sport and recreation; (5) a review and critique of fitness, exercise and physical education delivery systems with an emphasis on training, research, accreditation and employment opportunities.
Subject Hours Three hours per week for one semester, comprising one 1-hour lecture and one 2-hour lecture designed to permit adequate time for field trips, logbook assignments, special guest lectures, etc.
Assessment Tests (two during the semester) 45%, Final Oral Exam 15%, Sport and Fitness Delivery System Logbook 40%.

HPE3100 ADVANCED EXERCISE PHYSIOLOGY
Campus Footscray Park
Prerequisite(s) HPE 1204 Exercise Physiology
Content This subject explores in-depth the physiological responses to exercise, building on the knowledge gained in previous core subjects Human Physiology, Exercise Physiology, and Sports Physiology in the Exercise and Sport Science stream. The subject focuses on the regulation of the cardiovascular, respiratory, metabolic, endocrine, neural and muscular responses to acute exercise. The subject details the role of exercise in metabolic rate and weight control and associated impact on human health, including major chronic diseases such as diabetes, cardiovascular disease. The subject includes measurement and interpretation of the electrocardiogram (6 and 12 lead) during exercise. Practical sessions include measurement of limb blood flow with exercise, metabolism and electrolyte regulation during intense and prolonged exercise; ECG during graded exercise; respiratory control during exercise, regulation of blood pressure and cardiac responses to exercise; and examination of factors influencing muscle fatigue.
Required Reading Specific journal articles to be advised.
Subject Hours Four hours per week for one semester comprising two one hour lectures and one two hour laboratory class.
Assessment Laboratory reports, 30% short tests and assignments, 20% final examination, 50%.

HPE3801 ADVANCED BIOMECHANICS
Campus Footscray Park and City Flinders Street (Biomechanics Laboratory)
Prerequisite(s) HPE2134 Sports Biomechanics; or equivalent
Content (i) using advanced methods and analysis equipment that are used in specific areas of biomechanics, such as video / motion analysis and force platforms, (ii) biomechanical methodologies, instrumentation and data treatment, (iii) conducting biomechanics projects (eg. a video project and a force platform project).
Required Reading To be advised by lecturer.
Subject Hours 4 hours per week for one semester: 2 hours lecture / tutorial, 2 hours lab/tutorial.
Assessment Coursework (video and force platform study), 60%; final exam, 40%.

HPE2213 CAREER AND PROFESSIONAL DEVELOPMENT 2
Campus Footscray Park
Prerequisite(s) HPE1102 Career and Professional Development 1
Content This subject will cover resume preparation, networking, career clarification, report writing, job search skills, and careers in Human Movement, Physical Education, Exercise Sciences, Psychology, Sport and Fitness. Students learn to identify their strengths and competencies
through their education, work and extra curricula experiences. These are documented according to the guidelines of the Victoria University Career Portfolio. Students are taught how to develop this portfolio throughout their studies, to identify core graduate attributes and other professional competencies and to adapt this as a very effective resume for the job of their choice. Students find a suitable 70-hour leadership career placement using a variety of sources e.g. networking, the career placement board, and career development database or guest speakers. Completion of a 70-hour placement under supervision of appropriate industry supervisors and a comprehensive business report.

**HPE312 CARRIER AND PROFESSIONAL DEVELOPMENT 3**

**Campus** Footscray Park

**Prerequisite(s)** HPE1102 Career and Professional Development 1, HPE2213 Career and Professional Development 2

**Content** This subject will cover interviews, employment opportunities, legal implications, networking, guest speakers and graduate employment. Students learn to identify their strengths and competencies through their education, work and extra curricula experiences. These are documented according to the guidelines of the Victoria University Career Portfolio. Students are taught how to develop this portfolio throughout their studies, to identify core graduate attributes and other professional competencies and to adapt this as a very effective resume for the job of their choice. Students find a suitable 140-hour management/administration career placement using a variety of sources e.g. networking, the career placement board, and career development database or guest speakers. Completion of a 140-hour placement under the supervision of appropriate industry supervisors and a comprehensive business report.


**Recommended Reading** Articles as advised

**Subject Hours** Equivalent to 3 hours per week over 1 semester - comprising lectures, presentations, seminars, on-line activities, workshops, guest speakers and a 70 hour career placement.

**Assessment:** Resume 15%, Online Activity 15%, Assignment 10%, Report 50%, Attendance and participation 10%

**HPE3121 ATHLETICS**

**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.


**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; HPE2135 Career and Professional Development Seminar 1: Leadership; or equivalent.

**Content** This subject will provide students with theoretical 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; HPE2135 Career and Professional Development Seminar 1: Leadership; or equivalent.

**Content** This subject will provide students with theoretical 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%.

### 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)** HPE1131 Field Experience Seminar 1: Introduction and Observation; HPE2124 Field Experience Seminar 2: Leadership; HPE2125 Field Experience Placement 1: Leadership; HPE2135 Career and Professional Development Seminar 1: Leadership; HPE2136 Career and Professional Development 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%.

### HPE3132 CAREER AND PROFESSIONAL DEVELOPMENT 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; HPE2135 Career and Professional Development Seminar 1: Leadership; HPE2136 Career and Professional Development Placement 1: Leadership; or equivalent.

**Content** Field Experience aims to provide students with the opportunity to place their acquired 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 planning, management and administration 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.
HPE 3202 RESEARCH IN EXERCISE SCIENCE

**Campus** Footscray Park

**Prerequisite(s)** Nil

**Content** The subject will examine key components of research in exercise and sport science. Content comprises (i) measurement and evaluation techniques employed in exercise and sport science, (ii) designing an exercise and sport science research project, (iii) critical evaluation of sport and science research, (iv) descriptive and inferential statistics and (v) ethical issues and issues of social and cultural importance in exercise and sport science research. This subject will provide students with basic skills in research, in preparation for honours, postgraduate coursework or research degrees in exercise and sport science.

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


**Coursework** 30%; Mid-semester exam, 30%; Final exam, 40%.

HPE 3218 EXERCISE SCIENCE FOR CHILDREN AND ADOLESCENTS

**Campus** Footscray Park

**Prerequisite(s)** HPE 1204 Exercise Physiology, HPE 1202 Biomechanics, or equivalent

**Content** The subject examines exercise and sport science applied to healthy children and adolescents, and incorporates a multidisciplinary approach, including both physiological and biomechanical perspectives. The specific physiological profiles, exercise capacities of children and adolescents will be studied and contrasted to adult responses. The age-
and gender-specific acute responses to exercise will be examined in children and adolescents, including cardiorespiratory, metabolic, musculoskeletal and thermoregulatory responses, as well as muscular strength, endurance and efficiency. The subject also examines appropriate exercise testing and relevant physical activity and training principles for children and adolescents. The subject familiarises students to the biomechanical factors relating to the analysis of human movement in children and adolescents. Topics include the biomechanical changes that commonly occur in children and adolescents and their relationship to exercise and sports performance; gait and locomotion changes in children and adolescents. Laboratory experiences will be used to develop an understanding of techniques for exercise and sport science measurement and assessment in children and adolescents, their ethical and practical considerations, as well as to link, where possible, physiological and biomechanical approaches, to enhance overall understanding. Students are strongly advised to take HP1204 Sports Physiology, Sports HPE1202 biomechanics and HPE2103 Growth, Development and Ageing.

**Required Reading** Specific journal articles to be advised

**Recommended Reading**

**Subject Hours** Four hours per week for one semester comprising two one hour lectures and one two hour laboratory class.

**Assessment** Final examination, 40%; individual assignment and presentation, 30%; laboratory reports 30%.

HPE320I EXERCISE SCIENCE CAREER AND PROFESSIONAL DEVELOPMENT

**Campus** Footscray Park

**Prerequisite(s)** HPE1102 Career and Professional Development 1

**Content:** This subject will cover career preparation, job search skills, interviews, employment opportunities, legal implications, networking, guest speakers and graduate employment. Students learn to identify their strengths and competencies through their education, work and extra curricula experiences. These are documented according to the guidelines of the Victoria University Career Portfolio. Students are taught how to develop this portfolio throughout their studies, to identify core graduate attributes and other essential professional competencies and to adapt this as a very effective resume for the job of their choice. Students find a suitable 300-hour career placement using a variety of sources e.g. networking, the career placement board, and career development database or guest speakers to satisfy Australian Association of Exercise and Sport Science. Completion of a 300-hour placement under supervision of appropriate industry supervisors and a comprehensive business report.

**Required Reading**

**Recommended Reading** Articles as advised

- Subject Hours: Equal to five hours per week over 2 semesters - comprising lectures, presentations, seminars, on-line activities, workshops, guest speakers and a 300 hour career placement.
- **Assessment:** Online Activity 10%; Interview 15%; Resume 15%; Report 50%; Attendance and participation 10%

HPE3202 RESEARCH IN EXERCISE SCIENCE

**Campus** Footscray Park

**Prerequisite(s)** Nil

**Content:** The subject will examine key components of research in exercise and sport science. Content comprises (i) measurement and evaluation techniques employed in exercise and sport science, (ii) designing an exercise and sport science research project, (iii) critical evaluation of exercise and sports science research, (iv) descriptive and inferential statistics and (v) ethical issues and issues of social and cultural importance in exercise and sport science research. This subject will provide students with basic skills in research, in preparation for Honours, postgraduate coursework or research degrees in exercise and sport science.

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


**Subject Hours:** 4 hours per week for one semester: 2 hours lecture, 2 hours practical / tutorial session.

**Assessment:** Coursework 30%; Mid-semester exam, 30%; Final exam, 40%.

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 the lecturer.

**Subject Hours** Three hours per week for one semester comprising one one-hour of lecture/seminar 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** The aim of this subject is to expand upon the students understanding of the major influences upon the health of individuals and populations within a community context. Health issues are considered using a population approach focussing 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 action research 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.


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 endocrine systems in these populations will be studied.

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 tutorial/laboratory on alternative weeks.

Assessment Individual assignment and presentation, 30%; laboratory reports or literature summaries, 30%; final examination, 40%.

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**HPE4175 PHYSIOLOGY OF EXERCISE**

**Campus** Footscray Park.

**Prerequisite(s)** HPE2172 Introduction to Exercise Physiology; or equivalent.

**Content** This subject studies in-depth the physiological responses to 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 and chronic exercise, including exercise under environmental challenge (e.g. altitude, heat, underwater).

**Required Reading** Specific journal articles to be advised


**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%.

**Assessment** Contracted educational exercises (e.g. 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** 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.


**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%.

**HPE4580 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** Independent study. Contact to be arranged by supervisor.
HPE4600 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.
Assessment 18% contribution to class, 40% ; presentation of composition 1, 40%; presentation of composition 2, 60%.

HPE4600 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 performance space and the performer's relationship to audience. Emphasis is placed on critical evaluation.
Required Reading To be advised by lecturer.
Subject Hours Four hours per week for one semester practical/rehearsal.
Assessment Presentation of composition 1, 40%; presentation of composition 2, 60%.

HPE4630 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 front of house management.
Required Reading To be supervised by 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%.

HPE4640 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.

HPE4705 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%.

HPE4800 APPLIED ANATOMY AND KINESIOLOGY OF THE JOINTS
Campus Footscray Park.
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.
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.
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%; examination, 30%.

HPE5120 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, 30%.

HPE6120 AEROBIC CONDITIONING
Campus Footscray Park
Prerequisite(s) Nil.
Content The aim 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 with variations in group instruction class styles including special populations and demonstrate leadership, communication and teaching skills required for an exercise professional.
Required Reading Handouts will be provided.
Subject Hours Three hours per week for one semester comprising one one-hour lecture and one two-hour laboratory.
Assessment 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.
Subject Hours Three hours per week for one semester comprising one one-hour lecture and one two-hour practical session.
Assessment Assignment, 20%; progress and participation, 30%; class presentation, 20%; examination, 30%. 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 but place it in context of working with individual clients with topics including business/ethical considerations and marketing, equipment considerations, professional issues, programming recommendations, applied health/fitness assessments and resources for personal trainers.
HPE6270 TENNIS
Campus Footscray Park, Melton.
Prerequisite(s) Nil.
Content The aims of this subject are to: introduce students to the game of tennis; 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 competently; 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%.

HPE6300 GOLF
Campus Footscray Park.
Prerequisite(s) Nil.
Content The aims of this subject are 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 competently; and, further examine factors that influence the golf swing and acquire a working knowledge of the rules of golf.
Required Reading Nil.
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%; term paper or test, 30%; class presentation, 40%. All components of assessment must be satisfactorily completed.

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 plus attendance at a residential camping camp.
Assessment Assignments/projects 30%; skills development, 30%; theory application 40%. All components of assessment must be satisfactorily completed.

HPE7010 ADVANCED KAYAKING
Campus Footscray Park, Melton.
Prerequisite(s) Nil.
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.

HPE7011 ADVANCED KAYAKING
Campus Footscray Park, Melton.
Prerequisite(s) Nil.
Content Students will study the theory of Top roping and Abseiling: theoretical 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.
Subject Hours Three hours per week for one semester comprising one one-hour lecture and two hours practical, or the equivalent.
Assessment Skill development, 50%; test, 20%; assignment, 30%.

HPE7050 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 climate; 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.
HPE7061 AN INTRODUCTION TO SCUBA AND SNORKELLING
Campus Footscray Park, Melton.
Prerequisite(s) Current Level 2 First Aid Certificate, including CPR certification; and an ability to swim well.
Content A lecture and practical participation course designed to provide students with a comprehensive knowledge of snorkelling techniques, dive planning and group management, dive site assessments, dive leadership and legal and safety issues.
Recommended Reading To be advised by the lecturer.
Class Contact Thirty-nine hours of class contact, which may be delivered during a residential program. A range of teaching methods will be used, with the emphasis on practical application as significant class time that will be field based.

HPE7062 SNORKELLING INSTRUCTOR
Campus Footscray Park, Melton.
Prerequisite(s) HPE7061 Introduction to SCUBA and Snorkelling; Pool Bronze; Current Level 2 First Aid Certificate, including CPR certification; previous snorkelling experience (6 - 8 hours); or equivalent.
Content A lecture and practical participation course designed to provide students with a comprehensive knowledge of snorkelling techniques, dive planning and group management, dive site assessments, dive leadership and legal and safety issues. At the completion of the course, students will be provided with the opportunity to obtain the National Association of Scuba Diving Schools of Australia Inc. Ocean Snorkel Instructor Award. This will enable the students to instruct snorkelling to groups.
Recommended Reading To be advised by the lecturer.
Class Contact Thirty-nine hours of class contact, which may be delivered during a residential program. A range of teaching methods will be used, with the emphasis on practical application as significant class time that will be field based.

HPE7070 SNOW 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 alpine skiing; introduce safety as a priority when conducting practical sessions in an Alpine environment; clarify the distinction between Alpine/Downhill and Cross Country/Nordic Skiing, review pre-fitness, health, personal welfare and hypothermia; introduce snow boarding technique, progression, mechanics, movement, clothing – design/materials/layering, equipment – design and construction, accident and emergency procedures, plus development a concern for the alpine environment. Instruction will consider the level of skill (beginner/intermediate/advanced) and fitness of the student.
Required Reading To be advised by the lecturer.
Subject Hours Two hours per week for six weeks and a six-day residential learn to snow board program for which the student 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 the full five-day lesson program. All components of assessment must be satisfactorily completed.

HPE7080 SAILING
Campus Footscray Park, Melton.
Prerequisite(s) HPE1340 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 Attendance at a five-day sailing camp involving theoretical and practical instruction.
Assessment Progress assessment, 100%.

HPE7090 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; and challenge ropes courses.
Subject Hours The subject is based on three hours of contact per week for one semester. This will comprise classroom sessions and workshop based at an adventure camp setting.
Assessment To be determined by lecturer.

HPE7092 ADVENTURE LEADERSHIP
Campus Melton, Footscray Park.
Prerequisite(s) HPE7090 Adventure Activities or equivalent.
Content The subject will provide an activity based curriculum featuring adventure based learning activities, concepts and practices. Emphasis will be on developing specific leadership experience with adventure/recreation programs, as well as examining critical 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, 40%; 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.

HPE700 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.

HPE702 ADVANCED BUSHWALKING
Campus Campus Melton, Footscray Park.
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) BHO2285 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.


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%).

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 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 lesser 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. 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.
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%.

HPL124 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 Business letter, 10%; oral review, 10%; case study, 20%; written examination, 30%; oral presentation, 20%; student participation, 10%.

HPL125 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 to 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/laboratory.
Assessment Laboratory report, 20%; research/literature review, 20%; oral exam, 30%; mid semester test, 30%.

HPL126 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%.

HPL1200 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%).
HPL2176 FIELD EXPERIENCE: LEADERSHIP

Campus Footscray Park, Melton.
Prerequisite(s) HPL2011 Introduction to Recreation; or equivalent.
Co-requisite(s) HPL2101 Leadership 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) HPL1160 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 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' 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.

HPL2186 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/lab/oratory.
Assessment Case study evaluations, 60%; take home examination, 40%.

HPL2214 ADVANCED COMMUNICATION SKILLS

Campus Footscray Park, Melton.
Prerequisite(s) HPL2124 Communication Skills; or equivalent.
Content This subject will extend and broaden the students understanding of human and technological communication as presented in HPL2124 Communication Skills 1. It will focus on the processes involved in the transmission of messages via communication techniques including computer networking and multimedia 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 two-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 personal 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, 30%; 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; HPL274 Field Experience: Leadership; HPL2176 Field Experience: Leadership; or 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 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. 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 contract.

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 programme design 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.

Required Reading To be advised by the subject lecturer.


Subject Hours One two hour laboratory session per week.

Assessment Theory tests (40%); practical tests (30%); assignments (30%).

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 one-hour lecture and two hours of laboratory.

**Assessment** Assignments, resource file, research, 25%; examination, 25%; practical skills assessment, 25%; progress and participation, 25%.

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**HPL3030 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 Aussie 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 modified games, or evolving sport/activities that are 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%.

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**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 receive a grade of zero. All components of assessment must be satisfactorily completed.

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**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 Medallion 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%.

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**HPL3095 TEACHING SWIMMING**

**Campus** Footscray Park, Melton.

**Prerequisite(s)** Ability to swim.

**Content** AustSwim Teaching and Water Safety Certificate Course.

**Required Reading** 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.

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**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.

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**HPL3127 RESISTANCE TRAINING 1**

**Campus** Footscray Park, 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 isolation exercises; exercise variations; technique and safety; resistance training technology; designing and practicing a personal resistance training program; nutrition and weight training.


**Subject Hours** Three hours per week for one semester comprising lecture/laboratory.

**Assessment** Take home examination, 60%; exercise logbook, 10%; three exercise demonstrations, 30%.

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**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 he 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.

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**HPL3235 ADVANCED LEADERSHIP**

**Campus** Footscray Park, Melton.

**Prerequisite(s)** HPL/1195 Leadership in Recreation and Fitness; HPR/013 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 HPL/1195 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 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.

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**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, Learning and Social Ecologist, Learning Processes.

**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 hour tutorial.

**Assessment** Group study, 25%; class presentation, 25%; resource reviews, 25%; major issue paper, 25%. All components of assessment must be satisfactorily completed.

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**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.

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**HPL3901 ISSUES AND TRENDS IN RECREATION FOR SPECIFIC POPULATIONS**

**Campus** Footscray Park, Melton.

**Prerequisite(s)** HPR/0121 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/appliances/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.
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.

Assessment: Practical project, 35%; examination, 20%; personal interviews, 20%; issue paper, 15%.

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.

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 for leisure education; retirement and leisure; leadership applications; programming for special needs.

Assessment: Case study report, 25%; resource survey, 15%; individual paper, 35%; group project presentation, 25%.

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.

Assessment: Practical project, 35%; examination, 20%; personal interviews, 20%; issue paper, 15%.

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.

HPR0103 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.

Assessment: Field report, 35%; subject research study, 20%; individual class presentation, 15%; group project, 30%.

HPR0104 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%.

**HPR0015 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 hundred 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.

**HPR0006 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 plan and manage a recreation program or project. This may also include a research component. Feasible the student should also become involved in, or observe all practical experience gained in HPR2223 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 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)** HPR2223 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 HPR2223 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** 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 EXPERIENCE 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 HPR2223 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.

**HPR0111 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%.

**HPRO13 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; initiate the development of a philosophy of leadership and to 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.

**HPRO12 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%.

**HPRO26 INTRODUCTION TO RECREATION MANAGEMENT**

**Campus** Footscray Park.

**Prerequisite(s)** Nil.

**Content** The aims of this subject are to: introduce students to principles and practice of management of recreation services, human and technical resources; examine management theories, principles, approaches and techniques adopted in various facets of recreation; focus specifically on the management of people, marketing, finances, resources, programs and services in a recreation setting; introduce the role and function of management in the recreation setting; focus on a range of management approaches to include, overview of management theory and practice, the role and functions of the Recreation Manager, organisation structure and effectiveness, goal and objectives setting, policy development, staff supervision, control, motivation and appraisal, financial control, pricing and budgeting, marketing, promotion, and public relations; and people management, volunteers, training and leadership, problem solving, decision making, and conflict resolution, stress management and conflict resolution, evaluation approaches in management, dynamics of the work environment, the interaction of individual, group and organisational processes, and organisational dynamics.

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

**Subject Hours** Four hours per week for one semester, comprising two hours of lectures and two hours of tutorial.

**Assessment** Assignment, 30%; mid semester examination, 35%; take home examination, 35%. All components of the assessment must be satisfactorily completed.

**HPRO31 RECREATION ENTREPRENEURSHIP**

**Campus** Footscray Park.

**Prerequisite(s)** nil.


**Subject Hours** equivalent to 3 hours per week.

**Assessment** There will be three pieces of assessment: Individual small business proposal – 1500 words (40%); Individual report on an issue in small business development in recreation – 1000 words (30%); Syndicate Project – tender proposal for real recreation project – 1000 words per syndicate member (30%).

**HPRO34 INCLUSIVE RECREATION STRATEGIES**

**Campus** Melton.

**Prerequisite(s)** nil.

**Content** Content for this subject will include an overview of contemporary inclusive practice, recreational needs and interests of diverse populations, barriers and constraints facing recreation participants, and strategies needed to plan, develop, implement, and evaluate inclusive recreation opportunities and environments.


HPR023 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.

HPR025 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.

Assessment Syllabus assignment, 20%; research/applied project, 40%; examinations, 40%.

HPR021 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) 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 completed.

HPR0232: PARK MANAGEMENT

Campus Footscray Park.

Prerequisite(s) Nil.

Content 1. Natural heritage; 2. Parks history and protected area statistics; 3. Management context and models; 4. Protected area; 5. Funding parks; 6. Cultural heritage conservation; 7. Threats to protected
areas; 8. Recreation impact; 9. Visitor risk management; 10. Social impact; 11. Approaches to visitor management


**Subject Hours:** Equivalent to 3 hours per week

**Assessment:** Group Park Analysis - Report and Presentation (35%), Individual Issue Essay – 1500 words (25%), Mid-Term and Final Examinations (40%).

**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, 30%; 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 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 follows 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.

**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 course will be the need to overcome the parochial view often adopted for recreation within society. Students will be required to understand, analyze 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.

**HPR0403 RELATED ART AND CRAFT**

**Campus** Footscray Park, Melton.

**Prerequisite(s)** Nil.

**Content** Experience in basic exercises in drawing, painting, printmaking, ceramics, environmental art, sculpture and textiles.

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


**Subject Hours** One two hour studio session per week.

**Assessment** Assessments will be on-going presentation of assignment blocks of work culminating in an end of semester folio (60%); class presentation and written report (20%); art resource file (20%).
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 Four 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 individual's 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 education as a central role of their recreation role.
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%.

HPR0431 HONOURS THESIS (FULL-TIME)

HPR0432 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 problem. 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) 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 the recreation profession, 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 development cycle, six key elements of programming, Rossmore's program plans, legal aspects, continuum of programming; the program developmental cycle, six key elements.


**Subject Hours** Three hours per week for one semester comprising two hours of lecture and 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 politics, 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 two-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.


**Subject Hours** Two hours per week for one semester or equivalent.

**Assessment** Leading an activity (20%); resource file (60%).

**HPR1010 INTRODUCTION TO RECREATION**

**Campus** Footscray Park.

**Prerequisite(s)** Nil.

**Content** Content for this subject will include the definitions, theories and philosophical concepts related to the leisure and recreation industry; the historical developments of leisure and recreation; the broad spectrum of leisure and recreation experiences in both organised and informal settings; the value of recreation and leisure for the individual and society; the types of agencies that provide recreation and leisure services; the importance of professionalism; the issues and trends related to recreation and leisure in modern society; and an introduction to the field experience program.


**Subject Hours** Equivalent to 3 hours per week.
**Assessment**: Individual Projects/ Essays – 1500 words (35%), Quizzes (40%), Small Group Presentation (25%).

**HPR1102: LEADERSHIP IN RECREATION**

**Campus Footscray Park**

**Prerequisite(s)** nil

**Content**: The subject will introduce students to leadership in recreation through the study and/or practice of leadership defining theories (historical/contemporary), concepts and application; leadership styles - personal, technical, conceptual and human; human behaviour through ages and stages and leadership; leadership and people skills (communication, motivation, discipline, control); social and environmental influences in the programme and work setting; self-analysis of leadership philosophy, leadership styles and self-esteem; group work and dynamics and the role of the leader and manager; and discussion group leadership in the work context.


**Subject Hours**: Equivalent to 3 hours per week

**Assessment**: Assessment will be based on: Individual Essay - 1000 words (25%), Personal Leadership Enquiry - 1500 words (30%), Take Home Examination (45%). All components of assessment must be satisfactorily completed.

**HPR1103: RECREATION ACTIVITIES**

**Campus Footscray Park**

**Prerequisite(s)** nil

**Content**: Subject content will include: activity selection; activity analysis; activity modification; risk management and safety considerations; activity leadership guidelines; cultural, age and gender factors; and introduction to dance, drama, music, low-organised games, social recreation, recreational sport, art and craft, nature, and outdoor adventure activities.


**Subject Hours**: equivalent to 3 hours per week

**Assessment**: Written Assignment – 1500 words (25%), Quiz (25%), Group Presentation (25%), Individual Presentation (25%).

**HPR1104: COMMUNICATION SKILLS**

**Campus Footscray Park**

**Prerequisite(s)** nil


**Required Reading**: Current Available Text Book - Student to be advised


**Subject Hours**: Equivalent to 3 hours per week

**Assessment**: Short Oral Presentation (and Report) (15%), Conference Presentation and Report – 1000 words (30%), Online Discussions/Activities (25%), 4, Online Quizzes (20%), 5. Attendance & Participation (10%).

**HPR1105: SOCIETY AND LEISURE**

**Campus Footscray Park**

**Prerequisite(s)** nil

**Content**: Subject will provide the student with an understanding and background in: 1. the nature of sociology; 2. sociological issues and themes and how they influence leisure; 3. role and importance of social institutions in society including leisure; 4. the processes of socialisation of the individual; 5. social institutions in today’s society and diverse communities; 6. politics and leisure; 7. the role and importance of leisure and work in society; 8. social inequality in society and issues that affect it; and, 9. globalisation and popular culture.


**Subject Hours**: 3 hours per week including a two hour lecture and a one hour tutorial

**Assessment**: Individual Essay - 2000 words (25%), Final Examination (35%), Tutorial abstract presentations (10%), Small Group Presentation (30%).

**HPR111: 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.
HPR1102 RECREATION CAREER PLACEMENT 1

Campus Footscray Park, Melton.

Prerequisite(s) HPR0111 Introduction to Recreation; or equivalent.
Co-requisite(s) HPR1111 Recreation Career Development I; or equivalent.
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.

HPR1201: RECREATION MANAGEMENT

Campus Footscray Park

Prerequisite(s) Nil


Subject Hours: Equivalent to 3 hours per week.

Assessment: Individual Project - 1000 words (30%), Applied Management Syndicate Work Based Learning Project - 2000 words (35%), Take Home Examination (35%). All components of assessment must be satisfactorily passed.

HPR1202: RECREATION PROGRAMMING

Campus Footscray Park

Prerequisite(s) Nil

Content The subject will provide students with opportunities to learn about: 1. the overall programming process; 2. recreation programming models; 3. the impacts of current recreation trends / issues; 4. the impact of the people’s life stages on likely recreation needs; 5. the specifics of programming including needs assessment, program planning, and operational factors, budget, and locations; 6. development of material for work integrated learning; 7. undertaking a work integrated learning project; 8. program evaluation and its use in planning; 9. program settings and their effect on the program and creativity in programming; 10. program publicity, promotion, and marketing; 11. the pricing of recreation programs and services; and, 12. the importance of recreation philosophy in program development.


Subject Hours: The course will entail a two-hour lecture and a one-hour tutorial.

Assessment Program Plan – equivalent to 1500 words (30%), Program Activity – Group Presentation (30%), Subject Test (20%), Subject Examination (20%).

HPR1203: COMPUTERS IN RECREATION

Campus Footscray Park

Prerequisite(s) Nil

Content The subject will include: 1. computer technology and processes; 2. impact of computing on lifestyles including recreation; 3. windows platform programs (e.g. folders, copying files, printing); 4. recreation word processing (e.g. copy, cut, format, save) applications (e.g. reports, memos, letters, flyers); 5. recreation spread sheets (e.g. copy, cut, format, calculation, sheets, sorting, save) applications (e.g. membership lists, attendance records); 6. accessing databases; 7. recreation presentation applications (continuous slide show); and, 8. communication applications in recreation (e.g. email, web access).

Required Reading Manuals on various computer programs. Lecturer prepared collection of articles and chapters on the nature of computing and its impact.

Recommended Reading Collection of articles developed by staff.

Subject Hours: Equivalent to 3 hours per week including a weekly 2 hour computer laboratory workshop.

Assessment: Individual Essay - 1000 words (20%), Examinations (30%), Exercises (50%).

HPR1204: DISABILITY AWARENESS AND RECREATION

Campus Footscray Park

Prerequisite(s) Nil

Content Subject content will include: 1. historical background of disability; 2. clarification of values and attitudes toward disability; 3. sociological, psychological and physical characteristics of individuals with disabilities; 4. philosophical issues relevant to disability; 5. inclusive leadership strategies; 6. transfer and transportation techniques; 7. inclusion, integration, mainstreaming, and normalization practices; 8. duty of care; and, 9. safety issue.
Required Reading

A specially prepared booklet on five modules incorporated into the course.

Recommended Reading


www.staff.vu.edu.au/hmrpcpd, Recreation Career Development

Evaluation of competency achievements and development while on placement under supervision of appropriate industry supervisors and a comprehensive business report An understanding of the contribution of recreation work experiences (throughout the course) to graduate career outcomes is emphasized and reinforced by testimonies from recent graduates.

Required Reading

Recommended Reading
Collection of articles as advised

Subject Hours: Equivalent to 1 hour per week on campus using a variety of lectures and workshops and 2 hours in the field of recreation based on the placement contract as assessed by the agency supervisor (50%). Successful completion of a 70-hour placement placement that meets all requirements as set out on the placement contract of 1500 words (25%), 2. Quizzes (50%), Disability Experience (10%), Work Integrated Learning (15%).

HPR1205: RECREATION CAREER DEVELOPMENT

Campus
Footscray Park

Prerequisite(s) Nil

Content: This subject introduces students to the career development program in recreation. Students obtain knowledge of the nature of recreation careers and the career opportunities available in recreation from a variety of sources including guest speakers working in the recreation industry, peer group presentations, and web based resources.

The subject provides preparation to go on placement including planning recreation career placements, setting and writing objectives for the placement, awareness of safety and risk management issues, legal liability and insurance cover, the importance of the contract system, analysing and evaluating organizations and their programs, and self-evaluation of competency achievements and development while on career placement. Students find a suitable 70-hour career placement using a variety of sources e.g. networking, the career placement board, and career development database or guest speakers. Completion of a 70-hour placement under supervision of appropriate industry supervisors and a comprehensive business report An understanding of the contribution of recreation work experiences (throughout the course) to graduate career outcomes is emphasized and reinforced by testimonies from recent graduates.

Required Reading

Recommended Reading
Collection of articles as advised

Subject Hours: Equivalent to 1 hour per week on campus using a variety of lectures and workshops and 2 hours in the field of recreation placement

Assessment: Attendance (10%), Successful completion of 70-hour placement that meets all requirements as set out on the placement contract as assessed by the agency supervisor (50%). Completion of a 70-hour placement placement that meets all requirements as set out on the placement contract as assessed by the agency supervisor (50%). Successful completion of a 70-hour placement placement that meets all requirements as set out on the placement contract as assessed by the agency supervisor (50%). Successful completion of a 70-hour placement placement.
between variables; validity and reliability concepts; research approaches; survey design and analysis; qualitative research; historical, philosophical and descriptive research.


**Subject Hours** Thirty nine 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%).

**HPR2008 RECREATION PROGRAM DEVELOPMENT**

**Campus** Footscray Park, Melton

**Prerequisite(s)** HPR1001 Programming in Recreation; or equivalent.

**Content** The subject will apply the principles of recreation programming in the context of developing recreation programs with an industry partner. In particular the subject will focus on the complexities of developing a thorough recreation plan with a particular emphasis on understanding the client group's recreation needs. The recreation program plan will provide sufficient documentation and guidance for the industry partner to easily deliver the recreation program. The subject will also address the logistics of working as part of a project team and with the larger organization.


**Subject Hours** Thirty-nine hours for one semester. A range of teaching methods will be used with an emphasis on work integrated learning. Significant class time will be industry directed in the work place.

**Assessment** Individual project management plan of 600 words (15%); Production of a detailed recreation management plan - syndicate project up to 1500 words per person (60%); Individual review and reflection on team developments and working and in applied settings of 1000 words (25%).

**HPR2009 RECREATION SERVICES MARKETING**

**Campus** Footscray Park, Melton

**Prerequisite(s)** HPR0126 Introduction to Recreation Management; or HPR2003 Management Practice in Recreation; or equivalent.

**Content** The subject will introduce the concepts of marketing as a customer-focused process for the delivery of recreation services. Several models of marketing systems will be reviewed and applied in recreation industry settings. Specific marketing concepts including market information systems; market segmentation and target markets; marketing mix; market controls and key performance indicators; development of marketing plans; relationship marketing and internet marketing will provide the focus for the subject.

**Required Reading** Morgan, M. (1996). Marketing for leisure and tourism. Europe; Prentice-Hall. A selection of tutorial readings is also prescribed and will be available from the library reserve system.


**Class Contact** Thirty-nine hours of class contact, comprising two hours of lectures and one hour of tutorial over 13 weeks. This will include some flexible delivery based on work integrated learning, field visits and workshops.

**HPR2010 PEOPLE MANAGEMENT IN RECREATION SERVICES**

**Campus** Footscray Park

**Prerequisite(s)** HPR0126 Introduction to Recreation Management; or HPR2003 Management Practice in Recreation; or equivalent.

**Content** The subject will introduce a holistic approach and relevant concepts to people management, internal (organisation) and external (community) to the delivery of recreation services. A specific focus will be on human resource and volunteer management as it applies to recreation delivery. An appreciation of the historical, overview, definitions, environment/social/ philosophical dimensions of people management in recreation organisation and services, with a specific focus on human resource and volunteer management. Acquisition of human resources – human resource planning, recruitment, interviewing, screening, selection process and practices, equal opportunity, workplace diversity; Motivation of human resources – motivation and job satisfaction and enrichment, matching skills to role performance, stress management, burn out, and discipline; Development of human resources – employee and volunteer orientation, induction, training, career and volunteer development, management and organisation development; Maintenance of human resources – benefits and services, rights and responsibilities of management, employees, volunteers and the organisation, health and safety, and collective bargaining. Development of effective, efficient and relevant human resource and volunteer management policies and strategies, including key result areas and performance management. Develop supportive supervision, facilitation, mentoring and coaching of employees and volunteers in association with realistic management, administration, operational, and budget approaches to incorporate volunteers into the recreation organisation. The role and functions of a Manager (Co-ordinator) of Volunteers. The approaches to performance review and exit processes and practices. Evaluation and monitoring of people management within the organisation.


**Websites**


**Subject Hours**

The subject will be based on 52 hours of class contact, comprising two hours of lectures and two hours of tutorials over 13 weeks. This will include some flexible delivery based on work integrated learning, field visits and workshops.

**Assessment**


**HPR222 RECREATION CAREER DEVELOPMENT 2**

**Campus** Footscray Park, Melton.

**Prerequisite(s)** HPR111 Recreation Career Development 1; HPL2010 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 - opportunities awareness.

**Required Reading**


**Recommended Reading**


**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%).

**HPR230L RECREATION SERVICES MARKETING**

**Campus** Footscray Park & Melton

**Prerequisite(s)*** nil

**Content**

- The subject will introduce the concepts of marketing as a customer-focused process for the delivery of recreation services. Several models of marketing systems will be reviewed and applied in recreation industry settings. Specific marketing concepts including marketing information systems, market segmentation and target markets, market mix, market controls and key performance indicators, development of marketing plans, relationship marketing and internet marketing will provide the focus for the subject.

**Required Reading**


**Recommended Reading**


**Subject Hours**

- Equivalent to 2 hours per week

**Assessment**

- All assignments are submitted individually. 1. Newspaper job advertisement assignment (20%) 2. Information Interview assignment (20%) 3. Class presentation (20%) 4. Personal Resume (20%) 5. Holland Self Directed Search (20%)
HPR2303: OUTDOOR RECREATION
Campus: Melton  
Prerequisite(s): nil  
Recommended Reading:  
Subject Hours: Equivalent to 3 hours per week with a 1 hour lecture and a 2 hour workshop  

HPR2304: RECREATION EVENT MANAGEMENT
Campus: Footscray Park  
Prerequisite(s): Nil  
Content: 1. The importance of cultural origins to society; 2. basic principles and processes involved in designing, organizing and delivering recreational events; 3. an introduction to human resource management for events; 4. teamwork and group processes that are integral to event delivery; 5. hands on experience of recreation event delivery from the concept design stage through to the planning, implementation and evaluation stages through industry based projects at VU Aquatic and Fitness Centre, festivals, and Federation Square; 6. the logistics of working as part of a project team and within the context of a larger organization; 7. the role and importance of recreation events within the overall recreation industry; 8. applying the principles of project management in a syndicate group project; and, 9. introduction to legal liability and risk management in relation to events.  
Subject Hours: Equivalent to 3 hours per week including 2 hour workshops  
Assessment: Understanding and skills tested in mid-semester as well as on completion of studies. 1. Examinations (50%); 2. Exercises (50%).

HPR2305: SOCIAL PSYCHOLOGY OF RECREATION
Campus: Footscray Park & Melton  
Prerequisite(s): Nil  
Content: 1. The psychological nature of leisure; 2. determinants of leisure; 3. nature of play; 4. development, socialization and play; 5. leisure motives and motivation; 6. leisure attitudes and values; 7. immediate outcomes of recreation; 8. long term outcomes of recreation; 9. leisure constraints; and, 10. leisure boredom.  
Subject Hours: Equivalent to 3 hours per week including weekly 1 hour tutorials  
Assessment: 1. Individual Essay - 1500 words (30%); 2. Examinations (45%); 3. Small Group Presentation (25%).
HPR2404: RECREATION & COMMUNITY DEVELOPMENT

Campus: Footscray Park

Prerequisite(s): nil

Content: The subject will cover the following topics: 1. recreation and adolescent development; 2. current issues in working with children and young people; 3. recreation services available for young people; 4. special communication skills for children and youth; 5. moral and ethical considerations associated with provision of recreation for young people; 6. working with young people with additional needs; 7. inclusive programming models; and, 8. observation techniques.

Required Reading:

Subject Hours: Equivalent to 3 hours per week.
HPR3503: LEISURE AND AGEING

Campus Melton

Prerequisite(s) nil

Content: Content areas to be covered include: 1. sociological, psychological, and physiological characteristics of older adults; 2. global demographic trends with particular reference to the social, economic and political implications for the aged population in multi-cultural Australia; 3. the impact of retirement; 4. individual variations in aspirations, needs, interests and functional abilities; 5. programming models which can be used to plan, develop, implement, and evaluate recreation programmes for older adults; 6. the role of physical, mental, and social activities in the promotion of wellness for older adults; 7. the changing roles and importance of leisure in the life cycle; and, 8. the community resources for the aged at the local, state, and national level.


Subject Hours: equivalent to 3 hours per week

Assessment: Individual Written Assignment – 1500 words (33%), Quizzes (34%), Work Integrated Learning (33%).

HPR3504: RECREATION FINANCIAL MANAGEMENT

Campus Footscray Park

Prerequisite(s) nil


Required Reading A Case Study Manual will be available through the Bookshop.


Subject Hours: Equivalent to 3 hours per week

Assessment: Case Study Manual will be based on: 1. An applied Case Study Manual – this will require a work integrated learning approach based at the VU Aquatic and Fitness Centre (35%); and 2. Development of a financial plan for a recreation service – equivalent to a 2500 word report (70%).

HPR3601: GRADUATING PROJECT

Campus Footscray Park & Melton

Prerequisite(s) nil


Recommended Reading A collection of journal articles and references related to the projects will be developed early each semester.

Subject Hours: equivalent to 3 hours per week including 2 hour workshops.

Assessment: Individual essay - 1500 words (35%), Small group presentation of research and development project (35%), Contributions to web based discussions (30%).

HPR3602: RECREATION CAREER DEVELOPMENT 3

Campus Footscray Park & Melton

Prerequisite(s) Career Development 1 and Career Development 2

Content: The subject is a culminating career focused subject designed to assist student's career decision making and goal setting for graduate employment. A career map is developed using a range of self-understanding activities, work integrated learning experiences, part-time/ casual employment experiences and subjects studied during the course. This map provides the student with sufficient information to identify a career goal and design an action plan to reach this goal. The subject then provides for the student to use job-hunting strategies to establish a work integrated learning placement of their choice. Strategies include searching newspapers and the internet, networking, writing targetted resumes, and job interviews. Each student is encouraged to strategically locate in a workplace that will provide experience, networks and possible employment opportunities aligned to their career goals. Students will develop recreation administration or leadership skills in their supervised placements.

Required Reading Recreation Career Development Manual developed by HMRP staff. Recreation Career Placement Report Writing Guidelines developed by HMRP staff.
Recreational Counseling

Campus: Melton
Prerequisite(s): nil
Content: The subject will introduce the concepts of leisure education and leisure counselling by exploring the following topics: 1. Overview of counselling / helping theories, models and practice; 2. Use of Counselling / Helping role and facilitation of the Recreation Professional to impact on the individual, group and organisation; 3. Counselling / Helping techniques, action strategies and skills; 4. Group Dynamics - expanding the potential of the individual through the role of the group - dynamics behaviour, group processes, and therapeutic value; 5. Role of the Recreation Professional in relation to counselling / helping, facilitation, advocacy, resource indicator, helper; 6. Values Clarification - professional, personal and organisational, social, environmental and personal issues and the role of counselling / helping; 7. Human - lifecycle, lifestyle, life development and life concerns; 8. Overview of Leisure Education - Theories, Models and Practice; 9. Leisure Education and the role of the Recreation Professional; 10. Innovative approaches to practical strategies of Leisure Education implementation; and, 11. The relationship between leisure counselling and leisure education to recreation programming and leadership.

Required Reading

Recommended Reading

Assessment
Case Study Review - 1500 words (40%); 2. Syndicate Project - up to 1000 words per person - Management strategy development of VU Pool and Fitness Centre or similar setting - report and presentation (35%); 3. Examination (25%)

HPR300 MENTOR PRACTICUM

Campus: Melton
Prerequisite(s): HPI116 Field Experience – Community Service; HPI1170 Field Experience – Observation; HPI1274 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.

Recommended Reading

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.


Subject Hours Two hours of lecture and tutorial and/or specialist seminars; field visits comprising a total of 39 hours of class contact for one semester.

Assessment Examination (30%); group project/presentation (35%); major paper (35%).

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 book titations.


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%.

HPR3003 RECREATION PROGRAM MANAGEMENT

Campus Footscray Park, Melton
Prerequisite(s) HPR2008 Recreation Program Development; or equivalent.

Content The subject will apply the principles of recreation programming in the context of developing recreation programs with an industry partner. In particular the subject will focus on the complexities of developing a thorough recreation plan with a particular emphasis on managing the staff of a syndicate group. The subject will also expect the students to apply the principals of recreation marketing and financial management in the context of a detailed recreation program plan.


Class Contact Thirty-nine hours of class contact over 13 weeks. Because of the range of methods of teaching, with the emphasis on work integrated learning, there will be significant class time that will be industry directed in the work place.

HPR3333 RECREATION CAREER DEVELOPMENT 3

Campus Footscray Park.
Prerequisite(s) HPR2222 Recreation Career Development 2

Content What is mentoring?; How to choose a mentor ; how to set up your mentor pracrctice; mentor selection ideas.


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%); research; practicum contract established (20%); newspaper employment ads and web career sites assignments 20%.

HPS0112 SPORT CAREER DEVELOPMENT: SEMINAR 1

Campus Sunbury.
Prerequisite(s) HPS1113 Introduction to Sport Administraton; or equivalent.

Co-requisite(s) HPS0112 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 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.

HPS0112 SPORT CAREER DEVELOPMENT: PLACEMENT 1

Campus Sunbury.
Prerequisite(s) Nil.

Co-requisite(s) HPS0112 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** One hundred and five 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 fieldwork performance of students will be made available to students at the completion of their placement.

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**HPS0211: 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 skills 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. 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. 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 fieldwork 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)** 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/protégé 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. 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.

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**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/protégé 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.
HPS0431 HONOURS THESIS (FULL TIME)

Campus Sunbury
Prerequisite(s) Bachelor of Arts (Sport Administration) or Bachelor of Arts (Sport Administration) / Bachelor of Business (Management) or Bachelor of Arts (Sport Administration) / Bachelor of Business (Marketing) or Bachelor of Arts (Sport Administration) / Bachelor of Business (Event Management) or equivalent with a Distinction (D) average.

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 sport administration. 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 10,000 and 20,000 words.

Required Reading To be advised by the supervisor in consultation with the student.

Recommended Reading To be advised 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 proposal. 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. 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. An additional requirement of the subject is that the student must make at least two oral presentations to the members of the Sport Management and Policy Division throughout the duration of their honours year on topics related to their thesis.

HPS0432 HONOURS THESIS (PART TIME)

Campus Sunbury
Prerequisite(s) Bachelor of Arts (Sport Administration) or Bachelor of Arts (Sport Administration) / Bachelor of Business (Management) or Bachelor of Arts (Sport Administration) / Bachelor of Business (Marketing) or Bachelor of Arts (Sport Administration) / Bachelor of Business (Event Management) or equivalent with a Distinction (D) average.

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 sport administration. 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 10,000 and 20,000 words.

Required Reading To be advised by the supervisor in consultation with the student.

Recommended Reading To be advised 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 proposal. 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. 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. An additional requirement of the subject is that the student must make at least two oral presentations to the members of the Sport Management and Policy Division throughout the duration of their honours year on topics related to their thesis.

HPS0441 READING UNIT

Campus Sunbury
Prerequisite(s) Bachelor of Arts (Sport Administration) or Bachelor of Arts (Sport Administration)/Bachelor of Business (Management) or Bachelor of Arts (Sport Administration)/Bachelor of Business (Marketing) or Bachelor of Arts (Sport Administration)/Bachelor of Business (Event Management) or equivalent with a Distinction (D) average.

Content: The Reading Unit is designed so that students are able to immerse themselves in a body of literature in a specific field related to sport administration and that students develop the requisite skills to review, analyse, synthesise and summarise academic literature.

Required Reading To be advised by the supervisor in consultation with the student.

Recommended Reading To be advised by the supervisor in consultation with the student.

Subject Hours: The ‘reading unit’ research process will be monitored by regular meetings with the supervisor in light of the agreed upon ‘reading unit’ proposal. Assessment 5,000 word critical review of literature (100%)

HPS111I SPORT HISTORY AND CULTURE

Campus Sunbury.
Prerequisite(s) Nil.

Content: This subject will provide students with a cultural, institutional 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.

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HPS1110 ORAL AND INTERPERSONAL 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.


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

Assessment Final examination, 25%; case study & presentation, 25%; Presentation & review, 40%; participation/tutorial activities, 10%.

HPS1111 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 break-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 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.


Subject Hours Three hours a week for one semester comprising one two-hour lecture and one one-hour tutorial.

Assessment Financial plan for a sporting organisation, 30%; semester tests, 30%; financial report, 20%; case study analysis, 20%.

HPS1115 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.


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).

HPS1116 INTRODUCTION TO SPORT ADMINISTRATION FOUNDATION 2

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%).

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**HPS1117 SPORT, POLITICS AND SOCIETY**

**Campus** Sunbury.

**Prerequisite(s)** Nil.

**Content** This subject introduces 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.


**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 sporting and physical activity options. It aims to expose the 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.


**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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**HPS1218 SPORT ADMINISTRATION FOUNDATIONS 2**

**Campus** Sunbury

**Prerequisite(s)** HPS1113 Sport Administration Foundations 1

**Content** This subject will cover the following aspects of sport administration: Economic and commercial factors that influence the operation of sport; Primary and secondary stakeholders in sport; The special nature of sport, and the implications for the marketing and promotion of sport; Tools and procedures for monitoring sport organisation performance.

**Required Reading** As directed in the subject CD-ROM.


**Subject Hours** Three hours per week or equivalent if delivered flexibly or online.

**Assessment** In-class presentation and participation (20%); two mid semester quizzes (20%); cases study analysis (20%); major project (40%).

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**HPS1221 SPORT CAREER DEVELOPMENT 1**

**Campus** Sunbury

**Prerequisite(s)** Nil.

**Content** This subject introduces students to the career development program in sports administration. Students obtain knowledge of the nature of sport careers and the career opportunities available in sport from a variety of sources including guest speakers working in the sport industry, peer group presentations, web resources, industry directories and graduate career destination research. The subject provides preparation to go on the placement including planning sport career placements, setting and writing objectives for the placement, awareness of safety and risk management issues, legal liability and insurance cover, the importance of the on-line contract system, analysing and evaluating organisations and their programs, and self-evaluation of competency achievements and development while on career placements. Students learn a number of job-hunting strategies and practically apply these to a search using currently advertised positions. The Holland Self Directed Search is completed to introduce the students to the importance of self-understanding in career planning and job searching. Information interviewing is also taught to the students who then go out into the sport industry to conduct an information interview with a person in a job position to which the student aspires. Students learn job interview techniques and practice job interviewing using position descriptions. Students learn to identify their strengths and competencies through their education, work and extra curricula experiences. These are documented according to the guidelines of the Victoria University....
Career Portfolio. Students are taught how to develop this portfolio throughout their studies, to identify core graduate attributes and other essential professional competencies and to adapt this as a very effective resume for the job of their choice. Students find a suitable 70-hour placement using a variety of sources: e.g., networking, the career placement board, and career development database or guest speakers. Students complete a 70-hour placement under the supervision of appropriate industry supervisors and write a comprehensive placement report evaluating the main learning outcomes of the placement.


Subject Hours Three hours per week using a variety of lectures/workshops and on line learning activities 70 hours placement in the field of sport administration

Assessment Participation (10%), Completion of Career Portfolio (25%), Interview performance (10%). Successful completion of placement that meets all requirements of the placement contract as assessed by the agency supervisor (30%), Completion of the placement report (2,000 words maximum) (25%).

HPS2111 SPORT SPONSORSHIP

Campus Sunbury.

Prerequisite(s) BH01171 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 relationship. 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.


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.

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 organising conferences, seminars and tournaments including fixtureing 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 sporting 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 and stadium 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) HPS1111 Sport 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 those 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 topics are: 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%;

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### 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%;

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### 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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### HPS7045 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 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.
HPS7051 MANAGING SPORT FUTURES

Campus Sunbury, Footscray Park
Prerequisite(s) HPS3112 Sport Venue and Stadium Administration; or equivalent.

Content The 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 examined 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.


Assessment The subject comprises two one-hour lectures and one one-hour tutorial. It occupies one thirteen-week semester.

HPS7055 CRISIS MANAGEMENT IN SPORT

Campus Sunbury, Footscray Park
Prerequisite(s) BMO3220 Human Resource Management; or equivalent.

Content The subject begins with an overview 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 ends 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 analysis.


Assessment The subject comprises two one-hour lectures and one one-hour tutorial. It occupies one thirteen-week semester.

HPS7053 SPORT TOURS AND TEAM ITINERARY PLANNING

Campus Sunbury, Footscray Park
Prerequisite(s) HPS3111 Sport Event Administration; or equivalent.

Content The 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 examined 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.


Assessment The subject comprises two one-hour lectures and one one-hour tutorial per week for one semester.

HPS7054 SPORT GAMING AND GAMBLING

Campus Sunbury, Footscray Park
Prerequisite(s) HPS3111 Sport, History and Culture; or HPE1122 History of Sport and Physical Education; or equivalent.

Content The subject aims to provide students with a social, cultural, historical and commercial framework within which the development of sport gaming and gambling in Australian culture may be understood. It begins with an historical overview of sport and gambling and then examines a number of themes and issues such as the social impact of gambling, electronic gaming and betting, match fixing, bribery and corruption in sport. Special attention is given to gaming and gambling as they relate to the horse racing industry, Australian Rules football and international cricket. Theories and models of ethnographic research are also discussed.


Assessment The subject comprises two one-hour lectures and one one-hour tutorial per week for one semester.

HPS7045 SPORT AND THE MEDIA

Campus Sunbury, Footscray Park
Prerequisite(s) HPS3111 Sport, History and Culture; or equivalent.

Content The subject begins with an overview 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 ends 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 analysis.


Assessment The subject comprises two one-hour lectures and one one-hour tutorial. It occupies one thirteen-week semester.

HPS7055 CRISIS MANAGEMENT IN SPORT

Campus Sunbury, Footscray Park
Prerequisite(s) BMO3220 Human Resource Management; or equivalent.

Content The subject begins with an overview 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 ends 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 analysis.


Assessment The subject comprises two one-hour lectures and one one-hour tutorial. It occupies one thirteen-week semester.
**HPS7053 COMPARATIVE STUDIES IN SPORT AND PUBLIC POLICY**

**Campus** Sunbury, Footscray Park  
**Prerequisite(s)** BLO9211 Sport, Law and the Athlete; or equivalent.  
**Content** The subject begins with a consideration of the transformation of Australian sport over the last 50 years. A range of theoretical perspectives will be used to analyse these changes. These perspectives involve a neo-marxist approach, a pluralist approach, and a managerialist approach. The subject will then discuss and explain a number of the turning points in Australian sport policy. Current government policies on sport will be reviewed, and the impact of these policies on sport development will be analysed. Australia sport policy will be contrasted with sport policy in Great Britain, New Zealand, North America and Europe. The subject will end with a detailed discussion of how changes in policy can be used to manufacture/engineer different forms of sport development and sport structures.  
**Subject Hours** The subject comprises two one-hour lectures and one one-hour tutorial per week for one semester.  
**Assessment** Major project of 3000-4000 words (50%); Participation in workshop and on-line activities (30%); Submission of Issues paper (20%).

**HPS7056 PLAYER MANAGEMENT IN SPORT**

**Campus** Sunbury, Footscray Park  
**Prerequisite(s)** BLO9211 Sport, Law and the Athlete; or equivalent.  
**Content** The subject begins with an analysis of player performance and the forces and factors that can influence performance. The concept of player management will then be addressed, with a special focus on player development. Within this player management framework, a variety of topics will be discussed. They will cover recruitment and induction, medical and conditioning support, player welfare and morale, player salaries and benefits, grievance and appeal processes for players, the forces and factors that can influence performance. The concept of player management will then be addressed, with a special focus on player development. Within this player management framework, a variety of topics will be discussed. They will cover recruitment and induction, medical and conditioning support, player welfare and morale, player salaries and benefits, grievance and appeal processes for players, and the professional development of players in general.  
**Subject Hours** The subject comprises two one-hour lectures and one one-hour tutorial per week for one semester.  
**Assessment** Major project of 4000 words (60%); Seminar paper (20%); Class presentation (20%).

**HPS7057 SPORT IN INDUSTRY RESEARCH PROJECT**

**Campus** Sunbury, Footscray Park  
**Prerequisite(s)** HPS2111 Sport Sponsorship; or equivalent.  
**Content** The subject begins with an introduction to the nature of scientific inquiry and the tools involved, and the stages it goes through. Special attention will be given to deductive and inductive modes of thinking as the basis for identifying research questions, and setting up a research project. The major part of the subject will be taken up with the design and completion of a significant qualitative research project that focuses on an aspect of sport and its administration.  
**Subject Hours** The subject comprises two one-hour lectures and one one-hour tutorial per week for one semester.  
**Assessment** Major project that requires students to design and undertake a qualitative research project that examines a 'critical' issue in a sporting organization, of 3000-4000 words (50%); Tutorial participation where students review material and lead discussion (30%); Theory review which focuses on research design (20%).

**HPS7058 SPORT INDUSTRY DEVELOPMENT**

**Program**  
**Campus** Sunbury, Footscray Park  
**Prerequisite(s)** BMO3290 Human Resource Management  
**Content** This subject will provide students with the opportunity to participate in a group-based, structured and self-contained work integrated learning (WIL) program. Students will undertake a work related activity that focuses on a significant sport industry project, issue, or problem. Students will be expected to work with various stakeholders, and use their strategic management, problem solving, teamwork building, and interpersonal skills to complete the project or solve the problem. A major part of the program involves students producing a detailed report that examines both the processes that were carried out, and the outcomes achieved. Students will also write a detailed reflective review of their personal experiences and responses.  
**Subject Hours** There will be no formal class contact. All the learning will take out of the program.  
**Assessment** On-line journal to be submitted fortnightly (25%); On-line discussion and responses to questions from lecturer/subject leader (25%); Report/project evaluation, of 3000 words (50%).

**HPS7059 SPORT GOVERNANCE**

**Campus** Sunbury, Footscray Park  
**Prerequisite(s)** BLO1101 Business Law  
**Content** A number of different topics will be explored in this subject. They include the difference between governance and management, the similarities and differences between corporate and non-profit governance, the structure and purposes of boards, and the duality of leadership in the governance process. Special attention is also given to the relationship between professional staff and volunteer officials, the legal requirements of the board members, and the roles undertaken by board members. A number of cases will be examined, and will include community clubs, state and national sport governing bodies, commercial clubs, professional leagues, and international sport federations and event organisations.  
**Subject Hours** The subject comprises two one-hour lectures and one one-hour tutorial per week for one semester.  
**Assessment** Two in semester tests (30%); Class exercises and presentations (30%); Case study of 3000 words (40%).

**HPS7071 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 will 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 Medallion (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.

Required Reading

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

Assessment
Practical examination: pool lifeguard, 30%; other, 15%; theory examination, 20%; research paper, 35%. To gain a pass in the subject students must pass the Pool Lifeguard Award.

HPS713 SOCIAL ISSUES IN SPORT ADMINISTRATION

Campus Sunbury.

Prerequisite(s)
HPS1115 Sport, Politics and Government; or equivalent.

Content
The aim of this subject is for students to develop an understanding of how sociological forces impact on the sport administration process. The subject focuses on some of the major issues facing Australian sport, including drugs, on field violence, crowd violence and riots, injuries and accidents, player welfare and retirement, sexual harassment, body image and gender identity, crime, corruption and match fixing. These issues are considered in the broader social context, and subsequently linked to appropriate management strategies. The policy implications of these issues are also explored.

Required Reading

Recommended Reading

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, 50%; major term paper, 50%.

HPS714 FOOTBALL STUDIES

Campus Footscray Park, Sunbury.

Prerequisite(s)
HPE1111 Sport History and Culture or HPE1130 History of Sport and Physical Education 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.

Required Reading
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 sounds and types of sound. Exploration of tone, volume, rhythm, pitch and projection. Application of these skills to a range of texts.


Subject Hours Two hours per week for one semester comprising one two-hour tutorial.

Assessment Progressive assessment, 50%; assignments, 20%; presentations, 30%.

**HPW1390 INTRODUCTION TO TECHNOLOGY 3 - 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 the range of video production as part of an environment.

**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.


**Subject Hours** Five hours per week comprising one one-hour lecture and four hours seminar.

**Assessment** Progressive assessment (attention to and completion of practical tasks and processes within workshop classes), 50%; presentations, 50%.
HPW2230 PERFORMANCE COMPOSITION 2
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-three hour lecture and one one-hour seminar and workshop.
Assessment Progressive assessment, 30%; research proposal, 40%; presentation, 30%.

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 voicing; 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%.

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%.

HPW3170 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.

HPW3230 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 the context of culture. It introduces students to how structures, associated with various performance styles, and equips students with 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; rhythmical 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 The 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, ethnicity, and identity, focus will be given to performers and performances experimenting with these ideas.

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 applying 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 one-hour lecture and one two-hour seminar/practical session.
Assessment Progressive assessment, 50%; seminar papers, 30%; essays, 20%.

HPW3290 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 acquire and demonstrate the knowledge and skills required to independently conceptualise, design, carry out and evaluate a performance research work. This subject allows the presentation of: a formal thesis of normally between 7000 and 15,000 words; or a formal performance or performance-art composition together with an appropriate performance or composition record (for example, video-recording, script, or plan of performance); or some combination of the above (for example, the documentation and analysis of a performance) as agreed by the student and supervisor.
Required Reading To be determined by the supervisor in consultation with the student.
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 proposal.
Assessment The final 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 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
FACULTY OF HUMAN DEVELOPMENT

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%.

SBF179 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; steroids; vitamins; the prokaryote cell; the cell envelope; the capsule; flagella and fimbriae; cytoplasm; chromosome; plasmids; reproduction; the eukaryote cell; cytoplasmatic 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 one week and one two-hour laboratory session and 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%.

SBF738 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) SBF171 Biochemistry 1; or equivalent.

Content Biological Milieu – pH, electrolytes; enzymes; specificity; units of activity; kinetases; substrate concentration; inhibition; competitive, non-competitive; enzyme concentration; coenzymes; cofactors; pH and temperature; nomenclature; clinical relevance; metabolism; catabolism; glycolysis (EMP); larchs 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 environments; 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.


Class Contact Two hours per week for two semesters comprising one one-hour lecture and one one-hour tutorial one week and one two-hour laboratory the next.

Assessment Semester one Written examination, 60%; reports, 40%. Semester two Written examination, 60%; reports, 40%.

SBM1172 INTRODUCTION TO HUMAN PHYSIOLOGY

Campus Footscray Park.

Prerequisite(s) Nil.

Content The general aim of the subject is to give students an understanding of basic concepts in human physiology. Successful completion of the subject will enable students to (1) describe basic cell structures and functions for generalised and specialised cells; (2) outline co-ordinated body functions with specific applications to the cardiovascular, respiratory, musculo-skeletal, neural, alimentary and renal systems; (3) understand basic concepts in organic metabolism and energy balance.


Class Contact Three hours per week for one semester comprising two one-hour lectures per week and one two hour laboratory on alternate weeks.

Assessment Practical, 20%; topic tests 20%; examination, 60%.

SBM1515 ANATOMY AND PHYSIOLOGY 1

Campus St Albans

Prerequisite(s) Nil.

Content The subject provides students with a basic knowledge and understanding of the structure and function of human body. Cells and tissues are introduced. Basic concepts in chemistry/biochemistry are covered in relation to the human body. The bones, joints and muscles of the body are taught in an integrated way using a regional approach. The nervous system and endocrine system are discussed to highlight their regulatory role for control, co-ordination and communication. The physiology of nerve cells is also covered, and this is followed by a discussion of special senses, in particular sight, hearing and balance.

Required Reading Marieb, E.N., 2001, Human Anatomy and Physiology, 5th edn, Benjamin Cummings.

SBM 1525 ANATOMY AND PHYSIOLOGY 2

Campus St Alabans
Prerequisite(s) SBM 1515 Anatomy and Physiology 1

Content The aim of this subject is to build upon the introductory knowledge of human structure and function covered in ‘Anatomy and Physiology 1’ in order for students to gain an integrated understanding of human organs and body systems. The cardiovascular, respiratory, urinary, gastrointestinal and reproductive systems are placed in context with their overall regulation and co-ordination via the neuro-endocrine system. This provides an understanding of how homeostatic mechanisms regulate variables such as blood pressure, blood gas status, fluid and electrolyte balance and acid-base balance. The provision of nutrients to the body by the gastrointestinal system is integrated with the study of biochemistry and metabolism. An introduction to basic concepts of inheritance is followed by the study of the male and female reproductive systems.

Required Reading Mariëch, E. N. 2001, Human Anatomy and Physiology, 5th edn, Benjamin Cummings.


Subject Hours Four hours per week for one semester consisting of lectures, laboratory and tutorials

Assessment Theory examination (60%); practical test (30%); and assignments (10%). Normally a pass must be gained in each component of assessment.

SBM1519 HUMAN BIOSCIENCE

Campus St Alabans
Prerequisite(s) Nil

Content In this subject, Human Bioscience 1 (Nursing) will be introduced and placed in context with nursing in an integrated fashion. Anatomy, physiology and basic concepts in chemistry and microbiology will be taught in an integrated fashion. Content will include a brief overview of the organization of the human body; students will be introduced to the structure and functions of cells and the various types of tissues in the body. Basic concepts in chemistry are covered therefore providing the groundwork to support an understanding of the various types of cells and their functions within the body. Students are also introduced to microbiology, which is placed in context with infection control. The importance of homeostasis and the role of the neuro-endocrine system in maintaining equilibrium within the body are emphasised. The nervous system and endocrine system are introduced to highlight their regulatory role for control, co-ordination and communication. The nervous system will be represented as the body’s most rapid means of maintaining homeostasis via sensations, integration and response to changes, both within the body and in the outside environment. This will be followed by discussions of other body systems emphasizing the relationship between structure and function and their relevance to Nursing.


SBM 1525 ANATOMY AND PHYSIOLOGY 2

Campus St Alabans
Prerequisite(s) SBM 1515 Anatomy and Physiology 1

Content The aim of this subject is to build upon the introductory knowledge of human structure and function covered in ‘Anatomy and Physiology 1’ in order for students to gain an integrated understanding of human organs and body systems. The cardiovascular, respiratory, urinary, gastrointestinal and reproductive systems are placed in context with their overall regulation and co-ordination via the neuro-endocrine system. This provides an understanding of how homeostatic mechanisms regulate variables such as blood pressure, blood gas status, fluid and electrolyte balance and acid-base balance. The provision of nutrients to the body by the gastrointestinal system is integrated with the study of biochemistry and metabolism. An introduction to basic concepts of inheritance is followed by the study of the male and female reproductive systems.

Required Reading Mariëch, E. N. 2001, Human Anatomy and Physiology, 5th edn, Benjamin Cummings.


Subject Hours A total of 56 hours comprising lectures/seminars, laboratory, tutorials, computer-aided instruction and a range of online delivery methods.

Assessment Practical assignments/test 50%, Theory tests/examinations 50%

SBM 1530 HUMAN BIOSCIENCE 2 (NURSING)

Campus Footscray Park, St Alabans
Prerequisite(s) SBM1519 Human Bioscience 1 (Nursing).

Content In this subject, Human Bioscience 2 (Nursing) will be continued in context with nursing in an integrated fashion. Anatomy, physiology and basic concepts in chemistry and microbiology will be taught in an integrated fashion. Content will expand previous knowledge of the organization of the human body, structure and function of s=cells and the various types of tissues in the body. Further concepts in chemistry, microbiology, infection control, homeostasis and the role of the neuro-endocrine system in maintaining equilibrium within the body are emphasized. The nervous system and endocrine system are expanded to highlight their regulatory role for control, co-ordination and communication. The nervous system and endocrine system are expanded to highlight their regulatory role for control, co-ordination and communication. This will be followed by discussions of other body systems emphasizing the relationship between structure and function and their relevance to Nursing.

**SBM1520 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.

**Required Reading** Kanagaratnam, N. (1999). *Botany Monograph*. St Albans, School of Life Sciences and Technology, Victoria University of Technology.


**Class Contact** The equivalent of 40 hours for one semester comprising lectures, laboratory sessions and field trips.

**Assessment** Practical report examination (40%); Theory examination (60%). Normally a pass must be gained in each component of assessment.

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**SBM2515 SURFACE ANATOMY**

**Campus** St Albans.

**Prerequisite(s)** SBM1515 Anatomy and Physiology 1; SBM1525 Anatomy and Physiology 2.

**Content** Surface anatomy of areas relevant to acupuncture.


**Class Contact** The equivalent of 40 hours for one semester comprising lectures, laboratory sessions and field trips.

**Assessment** Practical report examination (40%); Theory examination (60%). Normally a pass must be gained in each component of assessment.

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**SBM2516 HUMAN BIOSCIENCES 3 (NURSING)**

**Campus** St Albans.

**Prerequisite(s)** SBM1530 Human Bioscience 2.

**Content** The topics covered include haematology, the respiratory system, renal system, fluid and electrolyte imbalances, however specific systems in this subject may be interchanged with those in the fourth semester subject as appropriate.


**Subject Hours** Equivalent of 40 hours comprising lectures and tutorial/lab incorporating computer aided instruction and a range of online delivery methods.

**Assessment** Laboratory reports/topic tests 40%; examination 60%.

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**SBM2526 HUMAN BIOSCIENCES 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.

Required Reading

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%.

SBM2527 HUMAN BIOSCIENCE 4

Campus St Albans
Requisite(s) SBM2517 Human Bioscience

Content
The aim of this subject is to build on students’ knowledge of anatomy and physiology, and introduces the concepts of pathophysiology. Commonly encountered disease conditions in selected body systems will be discussed, with an emphasis on the risk factors, aetiology, diagnosis, treatment modalities and prognosis. Subject content will be aligned with related nursing modules, to enable students to integrate and apply scientific knowledge to a range of nursing situations.

Required Reading

Recommended Reading

Websites

Subject Hours
Equivalent to three hours per week 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.

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 List - Chinese herbs; poisoning records and Chinese Medical antidotes.

Required Reading

Recommended Reading

Subject Hours
The equivalent of 2 hours per week over two semesters consisting 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 knowledge and 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

Subject Hours
Two and one half hours per week for one semester comprising lectures/tutorials.
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.

SBM3315 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 i.e. carbohydrates, fats and protein; energy balance and weight control; nutrition throughout the lifespan; diet and disease; dietary needs of special groups i.e. 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 Assignments, one per semester, 20%; exam, 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 Phytopharmaceutics.
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 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.

SBM3525 CLINICAL PATHOPHYSIOLOGY
Campus St Albans.
Prerequisite(s) SBM3515 Clinical Pharmacology and Pathophysiology.
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, otoscope, organ palpation and other basic procedures employed by the health care professionals; a CM understanding of the medical conditions studied.
Subject Hours The equivalent of four 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 practical assessment on the use of diagnostic equipment (25%). Normally a pass must be gained in each area of assessment.

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 equivalent 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 Pharmaceuticals, 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.


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%.

SCM1711 MATHEMATICAL FOUNDATIONS 1

Campus  Footscray Park

Prerequisite(s)  Nil.


Subject 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.


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%.

SCM2611 LINEAR STATISTICAL MODELS

Campus  Footscray Park

Prerequisite(s)  SCM1612 Applied Statistics 2.


Subject Hours  Three hours per week for one semester, comprising one one-hour lecture and one one-hour tutorial and one one-hour laboratory.

Assessment  Final examination, 70%; assignment: 30%.

SCM2612 STATISTICAL FORECASTING

Campus  Footscray Park, Hong Kong

Prerequisite(s)  SCM1612 Applied Statistics 2.


Required Reading  Nil.


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 space, linear independence, spanning set, basis, change of basis, orthonormal 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, path algorithms, trees, graph colouring, matching.

Required Reading  Nil.
SCM2712 ANALYSIS OF CONTINUOUS PROCESSES
Campus Footscray Park
Prerequisite(s) SCM1712 Mathematical Foundations 2.
Required Reading Nil.
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%.

SCM2713 MODELLING FOR DECISION MAKING
Campus Footscray Park, Hong Kong, Malaysia, Singapore
Prerequisite(s) SCM1711, SCM1712
Class Contact Three hours per week for one semester, Assessment Final examination, 80% assignments, 20%.

SCM291I LINEAR PROGRAMMING
Campus Footscray Park
Prerequisite(s) Nil.
Content Introduction to linear programming, model formulation, graphical solution, simplex methods for maximisation and minimisation problems, primal and dual problems, sensitivity analysis. Special linear programming models transportation, transshipment and assignment problems. Pure and mixed integer linear programming, branch and bound techniques for solving ILP. Knapsack problems. Use of a computer package (LINDO/LINGO) for solving LP and ILP.
Class Contact Three hours per week for one semester, comprising two one-hour lectures and one one-hour laboratory/tutorial.
Assessment Final examination, 80% tests, 20%.

SCM2923 OPTIMISATION METHODS I
Campus Footscray Park
Prerequisite(s) SCM1611 Applied Statistics I
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) SCM1711 Mathematical Foundations 1 and SCM1712 Mathematical Foundations 2.
Content Information Theory, error correcting and error control codes, cryptosystems, one way functions, public key systems, Data Encryption Standard.
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, 20%.

SMA1010 INTRODUCTORY MATHEMATICS
Campus Footscray Park
Prerequisite(s) Nil.
probability distributions. Special discrete and continuous probability distributions, e.g. binomial, Poisson, geometric, normal distributions.  

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


**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.

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**SMA1201 MATHEMATICS IAP**

**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%.

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**SMA1202 MATHEMATICS IAQ**

**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%, end of semester examination: 65%.

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**SPH1010 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 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

Graduate Programs in Aged Services (subject to approval)

Incorporating:

Graduate Certificate in Aged Services

Course code: HTAS

Graduate Diploma in Aged Services

Course code: HGAS

Master of Health Science - Aged Services

Course code: HMSA

Programs Objectives:

The aims of the Graduate Program are to equip graduates with:

- high quality and innovative programs to meet their professional needs, those of the community and the aged care industry
- knowledge of the historical, social, personal, environmental and political context of planning and delivering services for older adults
- knowledge of financial management in community and 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 effectively perform their professional roles
- an awareness of issues which incorporate effective leadership skills, improvement of group operating effectiveness
- knowledge of relevant legislation impacting on operations of services
- an ability to apply skills in the use of information technology in aged service facilities and the 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
- an ability to interpret research publications
- the capacity for study beyond the master degree level

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 in aged care. 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. Applicants applying for stream option 1, will be required to demonstrate that they possess basic experience in using Information Technology. (basic computer short courses will be offered to on and off-campus students during the summer and winter schools, subject to student numbers).

Program Duration

Program is offered over 18 months full-time basis or part-time equivalent.

Course Structure

Core subjects:

HFG4001 Social & Political Perspectives on Ageing
HNR0001 Introduction to Research Design & Methods
HFG4101 Understanding Dementia: A Multi-disciplinary Perspective
HFG4104 Management: Ethics & Social Responsibility

Graduate Certificate Aged Services (Coursework)

(exit 1) Stream option 1:

HFG4001 Social & Political Aspects of Ageing 15 3
HNR001 Introduction to Research Design & Methods 15 3
HFG4000 Understanding Dementia: A Multidiscipline Perspective 15 3
HFG4008 Management: Ethics & Social Responsibility 15 3

Graduate Diploma in Aged Services Management (Coursework)

(exit 2) Stream option 2:

HEG1500 Financial Management 15 3
HEG1571 Human Resource Management in Aged Services 15 3
HEG1650 Operational & Material Resources Management 15 3
HFG4002 Quality in Management of Aged Care 15 3

Graduate Diploma in Dementia Care Management (Coursework)

(exit 3) Stream option 2:

HFG4102 Person-centred Approaches to Dementia Services 15 3
HFG4105 Professional Leadership in Dementia Care & Services 15 3
HFG4106 Dementia Project: Practical Experience for Service Providers 15 3

Elective

Elective subject: (from Aged Service Management stream, Graduate Diploma in Loss & Grief or any other approved subject).

Master of Health Science-Aged Services

(Minor Thesis or Coursework)

(exit 3)

HFG5004 Minor Thesis (full-time) 60 13
HFG5014 Minor Thesis (part-time) 60 13
HFG5006 Industry Based Project (full-time) 60 13
HFG5016 Industry Based Project (part-time) 60 13

Completion of all 12 subjects in the two respective Graduate programs:

Graduate Diploma in Dementia Care and Service and Graduate Diploma in Aged Services Management.

Course Offerings

Graduate Diploma in Dementia Care and Service

Campus: C, O

Graduate Program in Aged Services Management

Campus: C, O

Graduate Diploma in Aged Services Management

Campus: C, O

Master of Health Science - Aged Services Management

Campus: C, O

Campus: C=City; Flinders Lane I=Internet
Graduate Diploma in Dementia Care and Service

(continuing students only)

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 in aged care.

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>Semester One</th>
<th>Credit Points</th>
<th>Hours/week</th>
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<tbody>
<tr>
<td>HFG4101</td>
<td>Understanding Dementia</td>
<td>20</td>
</tr>
<tr>
<td>HFG4102</td>
<td>Person-Centred Approaches to Dementia Services</td>
<td>20</td>
</tr>
<tr>
<td>HFG4103</td>
<td>Critical Perspectives on Quality in Dementia Service System</td>
<td>20</td>
</tr>
<tr>
<td>HFG4104</td>
<td>Ethics in Dementia Care and Services</td>
<td>20</td>
</tr>
<tr>
<td>HFG4105</td>
<td>Professional Leadership</td>
<td>20</td>
</tr>
<tr>
<td>HFG4106</td>
<td>Dementia Project Practical</td>
<td>20</td>
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<tr>
<td>Course Total</td>
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</table>

Graduate Program in Aged Services Management

(continuing students only)

Incorporating –

Graduate Diploma in Aged Services Management

Course Code: HGAM

Master of Health Science - Aged Services Management

(continuing students only)

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;
- knowledge of relevant legislation impacting on operations of services;
- an ability to apply skills in the use of information technology in aged care 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;
- an ability to interpret research publications;
- an ability to design and carry out a minor thesis; and
- 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 Title</th>
<th>Credit Points</th>
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<tbody>
<tr>
<td>HEG1560</td>
<td>Financial Management</td>
<td>15</td>
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<tr>
<td>HEG1570</td>
<td>Employee Relations</td>
<td>15</td>
<td>3</td>
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<tr>
<td>HEG1580</td>
<td>Computing</td>
<td>15</td>
<td>3</td>
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<tr>
<td>HEG1660</td>
<td>Materials Resource Management</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HFG4001</td>
<td>Social &amp; 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>
</tr>
<tr>
<td>Elective</td>
<td></td>
<td>15</td>
<td>3</td>
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</table>

Course Total: 120

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 Coordinator.

HFG4004 Ethics in Aged Services Management
HFG4006 Operation 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>
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<tbody>
<tr>
<td>HNR0001</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, 1 semester)</td>
<td>70</td>
<td>13</td>
</tr>
<tr>
<td>HFG5014</td>
<td>Minor Thesis (Part time, 2 semesters)</td>
<td>70</td>
<td>13</td>
</tr>
<tr>
<td>or</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HFG5005</td>
<td>Collaborative Research Project (full-time)</td>
<td>70</td>
<td>13</td>
</tr>
<tr>
<td>or</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HFG5015</td>
<td>Collaborative Research Project (Part-time)</td>
<td>70</td>
<td>13</td>
</tr>
</tbody>
</table>

Course Total: 120
Cumulative Program Total: 240

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 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 expertise 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 and practitioner research.

The School of Education has broad experience in a range of areas related to its teaching programs and to the Australian National Schools Network, the Adult Literacy and Numeracy Australian Research Consortium, the Victorian Industry Education Partnerships and the Story Writing in Remote Locations (SWIRL) Project.

Current and recent externally funded 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 Cherednichenko and Neil Hoodley) 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 Effective Practice of Beginning Teacher Induction Project was conducted for the Victorian Institute of Teaching by Associate Professor Tony Kruger, Dr Brenda Cherednichenko, David Jones and Rod Moore.
- The Youth Junction Project lead by Robyn Broadbent researched needs and programs for young people in western Melbourne.
- Quality Teaching Projects were conducted in collaboration with several colleagues – Associate Professor Tony Kruger, Dr Colleen Vale, and Dr Brenda Cherednichenko.
- 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;
- Enterprise Linkage Project (Dr Marg Malloch) and the Workplace Learning Initiatives Project (Dr Marg Malloch and Dr Joligh Martino research aspected of workplace education and training;
- Horn of Africa Prevention of Crime Peer Education Project (Robyn Broadbent, Ellenri Bereded, 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.

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;

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Course Offerings

In 2004 the School of Education 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></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Graduate Diploma in Secondary Education

Graduate Program in Education for Professional Development Incorporating:

- Graduate Certificate in Education for Professional Development
- Graduate Diploma in Education for Professional Development

Graduate Program in Education and Training incorporating:

- Graduate Certificate in Education and Training
- Graduate Diploma in Education and Training
- Master of Education - Education and Training

Graduate Program in TESOL & Literacy incorporating:

- Graduate Certificate in TESOL
- Graduate Certificate in Literacy
- Graduate Diploma in TESOL
- Graduate Diploma in TESOL and Literacy
- Master of TESOL
- Master of TESOL and Literacy

Graduate Program in Tertiary Education incorporating:

- Graduate Certificate in Tertiary Education
- Graduate Diploma in Tertiary Education

Graduate Program in Experiential Learning & Development incorporating:

- Graduate Certificate in Experiential Learning and Development
- Graduate Diploma in Experiential Learning and Development
- Master of Education – Experiential Learning and Development

Master of Education

- Experiential Learning and Development
- Master of Education (by Research)
- Doctor of Education
- Doctor of Philosophy

Campus B=Sunbury F=Footscray Park M=Melton C=City (Flinders Lane)
T = Thailand V=Vietnam

239
Graduate Certificate in Teaching Studies of Asia
(Not offered in 2004)

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:
• a Bachelor of Education; or
• an undergraduate degree, plus a Diploma of Education; or
• 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
Credit Points Hours/ Week
AAA5030 Teaching Asia 1 15 18
AAA5031 Teaching Asia 2 15 18
HEG1303 Recent Developments in Curriculum 15 18
HEG1310 Portfolio Development 15 18
Course Total: 60 72

Graduate Program in Education for Professional Development
Incorporating –

Graduate Certificate in Education for Professional Development
Course Code: HTPD

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:
• a Bachelor of Education; or
• an undergraduate degree plus a Diploma of Education (Secondary); or
• 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.

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 applicants must have satisfactorily completed an undergraduate degree of three or more years duration; or an equivalent qualification, as approved by the School.

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

Course Structure
Credit Points Hours/ Week
One Two
HEG1615 The Broad Context of Teaching 5 2
HEG1602 Education Systems and Issues 5 2
HEG1603 Theory Skills and Practice of School and Classroom Organisation 10 2 2

Method Subjects
Students will select two (2) subjects from the following, both of which will be studied in semesters one and two.

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;

Admission Requirements
To qualify for admission to the program applicants must have:
• a Bachelor of Education; or
• an undergraduate degree plus a Diploma of Education (Secondary); or
• 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.
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.

<table>
<thead>
<tr>
<th>Credit points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>60</td>
<td>72</td>
</tr>
</tbody>
</table>

**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.

<table>
<thead>
<tr>
<th>Course Total:</th>
<th>120</th>
<th>144</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cumulative Program Total:</td>
<td>180</td>
<td>216</td>
</tr>
</tbody>
</table>

**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

**Admission Requirements**

**Graduate Certificate**
To qualify for admission to the course applicants must normally have:
- a Diploma, or equivalent, together with extensive, successful and relevant professional experience in education and/or training, as approved by the School; or
- an undergraduate degree of three or more years duration, as approved by the School.

**Graduate Diploma**
To qualify for admission to the course applicants must normally have:
- 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
- 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:
- 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
- an equivalent qualification approved by the School; and
- 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>Course Total:</th>
<th>60</th>
<th>108</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cumulative Program Total:</td>
<td>120</td>
<td>216</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>Course Total:</th>
<th>60</th>
<th>108</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cumulative Program Total:</td>
<td>120</td>
<td>216</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

plus either

- **HEM1659** Minor Thesis (full-time) 40 6
- or
- **HEM1660** Minor Thesis (part-time) 40 6

### Pathway 2

**HER0001** Introduction to Research Design and Methods 20 3

plus

2 approved subjects offered by the School of Education. 40 6

Course Total: 60 108

Cumulative Program Total: 180 324

**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
- **HEG4217** Introduction to Interactive Multimedia 20 3
- **HEG4218** Research Project in Multimedia 20 3
- **HEG4219** CD & DVD-Rom Courseware Production 20 3
- **HEG4220** Advanced Multimedia & Web Programming 20 3
- **HEG4221** Internet Application 20 3
- **HEG4222** Interactive Web Design & Publishing 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 Interactive Multimedia Education**

**Incorporating**

**Graduate Certificate in Interactive Multimedia Education**

Course code: HTME

**Graduate Diploma in Interactive Multimedia Education**

Course code: HGME

**Master of Education Interactive Multimedia**

Course code: HMME

**Program Objectives**

The Primary aim of the program is to graduate teachers and other education and training professionals so that they can lead curriculum innovation and education change through the application of Interactive Multimedia Education.

More specifically, the program seeks to:

- graduate teachers and other education and training professionals who are equipped to lead curriculum innovation and education change through the application of Interactive Multimedia Education;
- support improvements in teaching and learning in schools and other education and training organisations through the critical application of Interactive Multimedia Education;
- raise awareness in schools and other education and training organisations of the educational potential of Interactive Multimedia Education;
- encourage schools and other education and training organisations to apply Interactive Multimedia Education inclusively and democratically;
- strengthen the partnerships which the School of Education has with schools and other education and training organisations through the provision of a contemporary and relevant professional development program in Interactive Multimedia Education;
- enhance the research and development work of the School of Education in Interactive Multimedia Education;
- promote Victoria University as a preferred provider of professional development in Interactive Multimedia Education; and
- strengthen the links Victoria University has with industry, schools and other education and training providers.

**Admission Requirements**

Normally the minimum qualification for admission to the Graduate Certificate Multimedia Education is an undergraduate degree of three or more years’ duration or the equivalent, as approved by the School of Education.

Normally the minimum qualification for admission to the Graduate Diploma in Interactive Multimedia Education is:

- the satisfactory completion of an undergraduate degree of three or more years duration, with an academic performance at an average of credit or above, or the equivalent qualification, as approved by the School of Education; or
• the satisfactory completion of the graduate Certificate in Interactive Multimedia Education offered by the School of Education; or equivalent.

Normally the minimum qualification for entry to the Master of Education in Interactive Multimedia Education is:

• the satisfactory completion of an undergraduate degree, or equivalent, having attained a minimum average of credits throughout the course, or

• the satisfactory completion of an appropriate Graduate Diploma within or external to the School of Education, at a minimum average of second class honours or equivalent, or in exceptional circumstances recognition of prior learning may be applied.

All applicants will be required to demonstrate that they possess experience in using Information Technology, for example through the successful completion of a recognised professional development program. Completion of HEB1440 Learning Technologies or School of Education (Victoria) programs such as CAPIC and CASC will meet the Information Technology Admission Requirement.

Program Duration

The program requires three semesters of full-time study or part-time equivalent, that is each component is comprised of one semester of full-time study or equivalent.

Program Structure

Students will progress through the following course structures:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HEG4217</td>
<td>Introduction to Interactive Multimedia</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>HEG4221</td>
<td>Internet Applications</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>Elective A</td>
<td></td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>Total Course</td>
<td></td>
<td>60</td>
<td>117</td>
</tr>
</tbody>
</table>

Graduate Diploma

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HEG4219</td>
<td>CD &amp; DVD-ROM Courseware Production</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>HEG4222</td>
<td>Interactive Web Design and Publishing</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>Elective B</td>
<td></td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>Course Total</td>
<td></td>
<td>60</td>
<td>117</td>
</tr>
<tr>
<td>Cumulative Program Total</td>
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<td>120</td>
<td>234</td>
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</tbody>
</table>

Master of Education

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HEG4218</td>
<td>Research Project in Multimedia</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>HEG4220</td>
<td>Advanced Multimedia and Web Programming</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>HER0001</td>
<td>Introduction to Research Design &amp; Methodology</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>Course Total</td>
<td></td>
<td>60</td>
<td>117</td>
</tr>
<tr>
<td>Cumulative Program Total</td>
<td></td>
<td>180</td>
<td>351</td>
</tr>
</tbody>
</table>

Elective Subjects

Students will select Elective A and B from the following subjects:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HEG1501</td>
<td>Curriculum</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>HEG1502</td>
<td>Evaluation</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>HEG1503</td>
<td>Teaching Learning &amp; Assessment</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>HEG1504</td>
<td>Innovation</td>
<td>20</td>
<td>3</td>
</tr>
</tbody>
</table>

Graduate Program in Teaching English to Speakers of Other Languages (TESOL) & Literacy

Incorporating –

Graduate Certificate in Teaching English to Speakers of Other Languages (TESOL) (offered part-time only)

Course Code: HTTL

Graduate Certificate in Literacy (offered part-time only)

Course Code: HTLT

Graduate Diploma in TESOL

Course Code: HGTTL

Master of TESOL

Course Code: HMTTL

Master of TESOL and Literacy

Course Code: HMTTL

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.

Master of TESOL

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 (H2A – 70%), 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 (H2A – 70%), or equivalent.
Program Duration
Each Graduate Certificate is offered over two semesters part-time. 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

Credit Hours/points

<table>
<thead>
<tr>
<th>Course</th>
<th>Week</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Graduate Certificate in TESOL</strong></td>
<td></td>
</tr>
<tr>
<td>ACA5001 Foundations of Language</td>
<td>20</td>
</tr>
<tr>
<td>HEG2200 TESOL Methodology</td>
<td>20</td>
</tr>
<tr>
<td>HEG2211 Techniques in TESOL</td>
<td>20</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>60</td>
</tr>
</tbody>
</table>

| **Graduate Certificate in Literacy** |      |
| ACA5001 Foundations of Language | 20   |
| HEG2204 Literacy Methodology   | 20   |
| HEG2205 Advanced Literacy Methodology | 20 |
| **Total**                      | 60   |

| **Graduate Diploma in TESOL** |      |
| The Graduate Diploma in TESOL comprises the Graduate Certificate in TESOL plus three approved subjects offered by the School of Education. |
| Course Total:                | 60   |
| Cumulative Program Total:    | 120  |

| **Graduate Diploma in TESOL and Literacy** |      |
| The Graduate Diploma in TESOL and Literacy comprises the Graduate Certificate in Literacy plus two core subjects and one other subject selected from the applied studies or electives offered by the School of Education. |
| Course Total:                | 60   |
| Cumulative Program Total:    | 120  |

| **Applied Studies Subjects** |      |
| HEG2202 Professional Practice – TESOL | 20 |
| HEG2210 Professional Practice – Literacy | 20 |
| **Total**                      | 60   |

| **Pathway 1** |                          |
| Pathway 1     |                          |
| HER0001       |                          |
| HEM1659       |                          |
| HEM1660       |                          |
| **Pathway 2** |                          |
| HER0001       |                          |
| **Total**     |                          |

| **Master of TESOL** |      |

Program Objectives
The Program has been designed as an integrated introduction to, or refresher for, teaching and learning in tertiary institutions for those already teaching in such institutions, either in higher education or TAFE. It therefore focuses on the development of teaching competence in the classroom, and understanding of the Australian tertiary education and training system, information literacy in the field of tertiary education and critical reflection on teaching with the aim of improving practice. Its cross-sectoral orientation is designed to encourage understanding across the sectors.

Admission Requirements: To qualify for admission to the Program applicants must have successfully completed an undergraduate degree or an equivalent qualification, as approved by the School of Education. In addition, the applicant must currently have a teaching role in a tertiary institution.

Program Duration
The program is offered over three semesters. The Graduate Certificate is offered over three 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

Credit Hours/points

<table>
<thead>
<tr>
<th>Course</th>
<th>Week</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Graduate Certificate</strong></td>
<td></td>
</tr>
<tr>
<td>HEG1704 Introduction to Tertiary Teaching and Learning</td>
<td>20</td>
</tr>
<tr>
<td>HEG1705 Improving Tertiary Teaching and Learning</td>
<td>20</td>
</tr>
<tr>
<td>HEG1706 Issues in Tertiary Education and Training</td>
<td>20</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>60</td>
</tr>
<tr>
<td><strong>Graduate Diploma</strong></td>
<td></td>
</tr>
<tr>
<td>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.</td>
<td></td>
</tr>
<tr>
<td>Cumulative Program Total:</td>
<td>120</td>
</tr>
</tbody>
</table>

| **Elective Subjects** |      |
| AXH5001 The University in History | 20 |
| HEG1501 Curriculum       | 20   |
| HEG1502 Evaluation       | 20   |
| HEG1503 Teaching, Learning & Assessment | 20 |
| HEG1504 Innovation       | 20   |
| HEG1702 Online Learning in Tertiary Education | 20 |
| HEG1703 Supervising Student Research | 20 |
| **Total**                | 120  |
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 wellbeing 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:
- successfully completed an undergraduate degree; or
- 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.

### Year One

#### Semester One

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HEG1000</td>
<td>Understanding Experiential Learning and Theoretical Perspectives</td>
<td>20</td>
<td>3</td>
</tr>
</tbody>
</table>

Plus one of the following streams:

**Wilderness Stream**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HEG1001</td>
<td>Wilderness Adventure Based Experiential Learning Theory and Practice</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>HEG1002</td>
<td>Programming the Journey</td>
<td>20</td>
<td>3</td>
</tr>
</tbody>
</table>

**Community Arts Stream**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HEG1003</td>
<td>Current Issues in Community Arts</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>HEG1004</td>
<td>Community Arts Project Management</td>
<td>20</td>
<td>3</td>
</tr>
</tbody>
</table>

**Literacy Stream**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HEG1005</td>
<td>Youth Literacy: Theories and Strategies of Learning</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>HEG1006</td>
<td>Youth Literacy: Contexts and Challenges</td>
<td>20</td>
<td>3</td>
</tr>
</tbody>
</table>

**Youth Stream**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HEG2417</td>
<td>Young People and Social Policy</td>
<td>20</td>
<td>39</td>
</tr>
<tr>
<td>HEG2418</td>
<td>Professional Practice for Youth Development</td>
<td>20</td>
<td>39</td>
</tr>
</tbody>
</table>

#### Semester Two

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HEG2001</td>
<td>Management of Experiential Learning Sites</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>HEG2002</td>
<td>Professional Practice</td>
<td>20</td>
<td>#</td>
</tr>
<tr>
<td>Elective</td>
<td></td>
<td>20</td>
<td>3</td>
</tr>
</tbody>
</table>

#### Semester Three

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HER0001</td>
<td>Introduction to Research Design and Methods</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>HEM1659</td>
<td>Minor Thesis (full-time)</td>
<td>40</td>
<td>6</td>
</tr>
<tr>
<td>HEM1660</td>
<td>Minor Thesis (part-time)</td>
<td>40</td>
<td>6</td>
</tr>
</tbody>
</table>

*20 days practical placement for the semester.

Course Total (excluding practical placement): 180 351

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:
- teaching, learning and evaluation in education and training
- effect of family and school relationships on learning
- social basis of schooling
- school change and reform
- practitioner research
- young people at risk.
FACULTY OF HUMAN DEVELOPMENT

- language and literacy
- school-based curriculum development
- school, family and community links
- early childhood education
- inter-professional collaboration
- recruitment, selection and appraisal in education and training
- student learning in higher education
- multi-media, on-line learning and computer-enhanced learning
- vocational education and employment pathways
- numeracy and mathematics education
- science education
- learning in the workplace
- adult and community education
- recognition of prior learning
- outdoor education
- computer mediated art
- wilderness adventure based therapy
- experiential learning
- workplace education and training
- gender and affirmative action and policy studies.

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:
- a Bachelor of Education with honours of first (H1) or upper second class (H2A); or
- 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
- an acceptable alternative Masters qualification; and
- a minimum of three years' professional experience.

All applicants will be required to attend an interview.

Course Structure
The course consists of subjects and a thesis. It is currently delivered in part time mode. The course work is 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></th>
<th>Credit</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>Semester One</td>
<td></td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>HER8510</td>
<td>Policy Context of Professional Practice</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>HER8511</td>
<td>Education, Training and the Economy</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>Semester Two</td>
<td></td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>HER8512</td>
<td>Advanced Studies in Education and Training</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>HER8513</td>
<td>Investigating Professional Practice 1</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>Semester Three</td>
<td></td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>HER8514</td>
<td>The Practice of Professional Development</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>HER8515</td>
<td>Investigating Professional Practice 2</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>Total Year One</td>
<td></td>
<td>120</td>
<td>216</td>
</tr>
</tbody>
</table>

Year 2
<table>
<thead>
<tr>
<th>Year 2</th>
<th></th>
<th>Credit</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HER8507</td>
<td>Research Thesis (2 semesters (full-time) x 192 hours per semester)</td>
<td>120</td>
<td>192</td>
</tr>
<tr>
<td>HER8509</td>
<td>Research Thesis (part-time)</td>
<td>120</td>
<td>192</td>
</tr>
<tr>
<td>Total Year Two</td>
<td></td>
<td>120</td>
<td>192</td>
</tr>
</tbody>
</table>

Year 3
<table>
<thead>
<tr>
<th>Year 3</th>
<th></th>
<th>Credit</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HER8507</td>
<td>Research Thesis (2 semesters x 192 hours per semester)</td>
<td>120</td>
<td>192</td>
</tr>
<tr>
<td>Total Year Three</td>
<td></td>
<td>120</td>
<td>416</td>
</tr>
<tr>
<td>Total Course:</td>
<td></td>
<td>360</td>
<td>984</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.

Unsatisfactory Progress
The following regulations will apply:
- a student must successfully complete the coursework in 4 years; and
- failure to satisfactorily complete all course work subjects precludes the candidate from continuing.
Doctor of Philosophy

Course Code: HPED

The School of Education offers PhD research supervision in the following areas:

- teaching, learning and evaluation in education and training;
- effect of family and school relationships on learning;
- social basis of schooling;
- school change and reform;
- practitioner research;
- young people at risk;
- language and literacy;
- school-based curriculum development;
- school, family and community links;
- early childhood education;
- inter-professional collaboration;
- recruitment, selection and appraisal in education and training;
- student learning in higher education;
- multi-media, on-line learning and computer-enhanced learning;
- vocational education and employment pathways;
- numeracy and mathematics education;
- science education;
- learning in the workplace;
- adult and community education;
- recognition of prior learning;
- outdoor education;
- computer mediated art;
- wilderness adventure based therapy;
- experiential learning;
- workplace education and training;
- gender and affirmative action and policy studies.

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 Master of Education degree by research; or
- a Master of Education by coursework with a Minor Thesis completed to a high standard; or
- 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.
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 2004 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 Complementary Therapies</td>
<td>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 incorporating:</td>
<td></td>
<td></td>
<td></td>
</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</td>
<td>IS</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>– Graduate Certificate in Emergency Service Education</td>
<td>I</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>– Graduate Certificate in Emergency Service Management</td>
<td>I</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>– Graduate Certificate in Intensive Care Paramedicine</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 Emergency Services</td>
<td>IS</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>– Graduate Diploma in Intensive Care Paramedicine</td>
<td>I</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>– Graduate Diploma in Paramedicine</td>
<td>IS</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>– Graduate Diploma in Pre-Hospital Care</td>
<td>IS</td>
<td>Y</td>
<td>Y</td>
</tr>
</tbody>
</table>

### Master of Health Science

<table>
<thead>
<tr>
<th>Master of Health Science</th>
<th>Campus</th>
</tr>
</thead>
<tbody>
<tr>
<td>– Osteopathy</td>
<td>C</td>
</tr>
<tr>
<td>– Osteopathy (for medical practitioners)</td>
<td>C</td>
</tr>
<tr>
<td>– by Coursework</td>
<td>IS</td>
</tr>
<tr>
<td>– by Minor Thesis</td>
<td>S</td>
</tr>
<tr>
<td>– by Research</td>
<td>S</td>
</tr>
</tbody>
</table>

### Doctor of Philosophy

<table>
<thead>
<tr>
<th>Doctor of Philosophy</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>– Campus</td>
<td>City</td>
</tr>
<tr>
<td>– C=City Flinders Lane I=Internet S=St Albans</td>
<td></td>
</tr>
</tbody>
</table>

#### Graduate Diploma in Clinical Chinese Medicine

**Course Code:** HGCM

#### 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;
- 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>Course Code</th>
<th>Description</th>
<th>Credit Points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>HHR001</td>
<td>Introduction to Research Design and Methods</td>
<td>18</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>HHT5001</td>
<td>Advanced Chinese Medicine Clinical Practice</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>Description</th>
<th>Credit Points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HHI5001</td>
<td>Clinical Internal Medicine</td>
<td>18</td>
<td>4</td>
</tr>
<tr>
<td>SFB5115</td>
<td>Clinical Pharmacology &amp; Pathology for Chinese Herbal Medicine</td>
<td>10</td>
<td>4</td>
</tr>
</tbody>
</table>

**Acupuncture Stream**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Description</th>
<th>Credit Points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HHK5001</td>
<td>Sports &amp; Musculo-Skeletal Medicine for Acupuncturists</td>
<td>18</td>
<td>4</td>
</tr>
<tr>
<td>SBM5125</td>
<td>Human Bioscience for Acupuncturists</td>
<td>10</td>
<td>4</td>
</tr>
</tbody>
</table>

**Semester Two**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Description</th>
<th>Credit Points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HHT5002</td>
<td>Research Project</td>
<td>18</td>
<td>5</td>
</tr>
<tr>
<td>HHT5003</td>
<td>Counselling Skills for Chinese Medicine Practice</td>
<td>12</td>
<td>4</td>
</tr>
<tr>
<td>HHT5004</td>
<td>Advanced Chinese Medicine Clinical Practice</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>Description</th>
<th>Credit Points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HH5002</td>
<td>Clinical Chinese Medical</td>
<td>18</td>
<td>4</td>
</tr>
<tr>
<td>HH5003</td>
<td>Gynecology and Dermatology</td>
<td>18</td>
<td>4</td>
</tr>
</tbody>
</table>

**Acupuncture Stream**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Description</th>
<th>Credit Points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HHK5002</td>
<td>Gynecology &amp; Obstetrics for Acupuncturists</td>
<td>18</td>
<td>4</td>
</tr>
</tbody>
</table>

**Course Total:**

<table>
<thead>
<tr>
<th>Credit Points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>120</td>
<td>520</td>
</tr>
</tbody>
</table>

249
Graduate Diploma in Complementary Therapies

Course Code: HGCT

Course Objectives
The course aims to provide students with the opportunity 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>Year One</th>
<th>Credit</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>Semester One</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HHG5115</td>
<td>Philosophical Concepts of Healing</td>
<td>15</td>
</tr>
<tr>
<td>HHG5125</td>
<td>Theoretical Foundations of Healing I</td>
<td>15</td>
</tr>
<tr>
<td>Semester Two</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HHG5135</td>
<td>Healing I: Colour, Sound and Movement</td>
<td>15</td>
</tr>
<tr>
<td>HHG5145</td>
<td>Theoretical Foundations of Healing 2</td>
<td>15</td>
</tr>
<tr>
<td>Total Year One:</td>
<td>60</td>
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<table>
<thead>
<tr>
<th>Year Two</th>
<th>Credit</th>
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</tr>
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<tbody>
<tr>
<td>Semester One</td>
<td></td>
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<tr>
<td>HHG5245</td>
<td>Healing 2: Tactile Therapies</td>
<td>15</td>
</tr>
<tr>
<td>HHR0001</td>
<td>Introduction to Research Design and Methods</td>
<td>15</td>
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<tr>
<td>Semester Two</td>
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</tr>
<tr>
<td>HHG5255</td>
<td>Healing 3: Approaches to Healing Skills</td>
<td>15</td>
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<tr>
<td>HHG5265</td>
<td>Research Project</td>
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<td>Total Year Two:</td>
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<td>182</td>
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<td>Course Total:</td>
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<td>351</td>
</tr>
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</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 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>Year One</th>
<th>Credit</th>
<th>Hours/week</th>
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<tbody>
<tr>
<td>Semester One</td>
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</tr>
<tr>
<td>HHH5105</td>
<td>Introduction to Chinese Herbal Medicine</td>
<td>15</td>
</tr>
<tr>
<td>HHH5115</td>
<td>Clinical Pharmacology for Herbal Medicine</td>
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<tr>
<td>HHH5125</td>
<td>Formulas and Strategies (PCM) 1</td>
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<td>HHH5135</td>
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<td>HHH5225</td>
<td>Formulas and Strategies (PCM) 3</td>
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<td>HHH5235</td>
<td>Clinical Specialities (PCM)</td>
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</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 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>Year One</th>
<th>Credit hours</th>
<th>Hours/week</th>
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<tr>
<td>Semester One</td>
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<tr>
<td>HHW5105 Materia Medica 1</td>
<td>9</td>
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<tr>
<td>HHG5115 Philosophical Concepts of Healing</td>
<td>15</td>
<td>3</td>
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<tr>
<td>HHW5155 Clinical Practicum (WHM) (pt-time)</td>
<td>9</td>
<td>2</td>
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<td>Semester Two</td>
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<tr>
<td>HHW5115 Materia Medica 2</td>
<td>9</td>
<td>3</td>
</tr>
<tr>
<td>HHW5125 Herbal Therapeutics 1</td>
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<td>3</td>
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<tr>
<td>HHW5155 Clinical Practicum (WHM) (pt-time)</td>
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<table>
<thead>
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<th>Year Two</th>
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<th>Hours/week</th>
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<tr>
<td>Semester One</td>
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<tr>
<td>HHW5145 Herbal Therapeutics 2</td>
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<td>3</td>
</tr>
<tr>
<td>HHR0001 Introduction to Research</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>Design and Methods</td>
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<td>HHW5155 Clinical Practicum (WHM) (pt-time)</td>
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<td>2</td>
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<td>Semester Two</td>
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<td>HHW5165 Materia Medica 3</td>
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<tr>
<td>HHW5175 Herbal Therapeutics 3</td>
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<tr>
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<td>2</td>
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<td>Total Year Two</td>
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<td>208</td>
</tr>
<tr>
<td>Course Total</td>
<td>120</td>
<td>416</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

This course is currently under review and will not be offered in 2004. The course will be offered following satisfactory completion of all course approval processes. Interested applicants are advised to contact the School of Health Science for further information.

Program Objectives
The Graduate Program in Paramedicine and Pre-Hospital Care aims to:

- prepare students for identification and management of the physical and psychosocial needs of the people undergoing paramedical or emergency service interventions or protocols;
- provide the paramedic, emergency service personnel and other health professionals with skills, techniques and knowledge for the safe, efficient and effective operation of advanced and specialist equipment and its implementation in emergency services;
- to prepare paramedics, emergency service personnel and health practitioners with the knowledge, critical thinking capability and the ability to take part in a management and/or educational role within their specific work environments.

Admission Requirements
To be eligible for admission to the Post Graduate Program in Paramedics and Emergency Services, an applicant must normally: hold an undergraduate degree in Paramedics, or an approved equivalent.

Other health professionals and emergency service practitioners will be considered for admission upon submission of evidence, satisfactory to the School of Health Sciences, that demonstrates professional and/or vocational experience to undertake the course. Further to the above requirements, applicants for the Graduate Certificate in Aeromedical Rescue and Retrieval and the Graduate Certificate in Aeromedical Care courses must also pass a physical fitness test. Applicants for the Graduate Certificate in Hyperbaric Medicine course must also pass a Diver Medical Examination conducted by a registered Hyperbaric Physician.

Graduate Certificate in Aeromedical Care
Course Code: HTAV
This course is currently under review and will not be offered in 2004. The course will be offered following satisfactory completion of all course approval processes. Interested applicants are advised to contact the School of Health Science for further information.

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

Course Structure

<table>
<thead>
<tr>
<th>Credit hours</th>
<th>Hours/week</th>
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<tr>
<td>HHP5820 Clinical Studies in Aviation Medicine</td>
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<tr>
<td>HHP5841 Aeromedical Flight Safety</td>
<td>20</td>
</tr>
<tr>
<td>HHP5881 Aviation Medicine Clinical Practice</td>
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</tr>
<tr>
<td>Course Total:</td>
<td>60</td>
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</tbody>
</table>

Graduate Certificate in Aeromedical Rescue & Retrieval
Course Code: HTPA
This course is currently under review and will not be offered in 2004. The course will be offered following satisfactory completion of all course approval processes. Interested applicants are advised to contact the School of Health Science for further information.

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>Course Title</th>
<th>Credit Points</th>
<th>Hours/Week</th>
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<tr>
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<td>Clinical Studies in Aviation Medicine</td>
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<td>4</td>
</tr>
<tr>
<td>HHP5841</td>
<td>Aeromedical Flight Safety</td>
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<td>3</td>
</tr>
<tr>
<td>HHP5861</td>
<td>Helicopter Search and Rescue</td>
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</tr>
<tr>
<td>Course Total</td>
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</table>

Graduate Certificate in Emergency Services

Course Code: HTES

This course is currently under review and will not be offered in 2004. The course will be offered following satisfactory completion of all course approval processes. Interested applicants are advised to contact the School of Health Science for further information.

Course Duration

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

Course Structure

Students choose one subject from elective subject groups 1, 2 & 3 below

- HEG1501 Curriculum 20 3
- HEG1502 Evaluation 20 3
- HEG1503 Teaching, Learning and Assessment 20 3

Students choose a further two subjects from elective subject groups 2 and 3 below

- HHP5520 Organisation Analysis & Behaviour 20 3
- HHP5533 Organisation Consulting and Counselling 20 3
- HHP5534 Emergency Service Management 20 3
- HHP5535 Emergency Service Quality and Innovation 20 3

Course Total: 60 117

Graduate Certificate in Emergency Service Education

Course Code: HTPS

This course is currently under review and will not be offered in 2004. The course will be offered following satisfactory completion of all course approval processes. Interested applicants are advised to contact the School of Health Science for further information.

Course Duration

The course is offered over one semester full-time or part-time equivalent.

Course Structure

- HEG1501 Curriculum 20 3
- HEG1502 Evaluation 20 3
- HEG1503 Teaching, Learning and Assessment 20 3

Or

- An elective from elective subject group 3 below, approved by the Course Coordinator 20 3

Course Total: 60 117

Graduate Certificate in Emergency Service Management

Course Code: HTPG

This course is currently under review and will not be offered in 2004. The course will be offered following satisfactory completion of all course approval processes. Interested applicants are advised to contact the School of Health Science for further information.

Course Duration

The course is offered over one semester full-time or part-time equivalent.

Course Structure

- HHP5620 Advanced Cardiac Care 20 4
- HHP5641 Advanced Medical Care 20 4
- HHP5661 Advanced Trauma Care 20 4

Course Total: 60 156

Graduate Certificate in Paediatric Emergencies

Course Code: HTPK

This course is currently under review and will not be offered in 2004. The course will be offered following satisfactory completion of all course approval processes. Interested applicants are advised to contact the School of Health Science for further information.

Course Duration

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

Course Structure

- HHP5620 Advanced Cardiac Care 20 4
- HHP5641 Advanced Medical Care 20 4
- HHP5661 Advanced Trauma Care 20 4

Course Total: 60 156
Course Duration
The course is offered over one semester on a full-time basis or part-time equivalent.

Course Structure
- HHP5900 Advanced Paediatric Practice 20 4
- HHP5901 Paediatric Diagnostics and Management 1 20 4
- HHP5902 Paediatric Diagnostics and Management 2 20 4
Course Total: 60 156

Graduate Certificate in Paramedic Practitioner
Course Code: HTTPP
This course is currently under review and will not be offered in 2004. The course will be offered following satisfactory completion of all course approval processes. Interested applicants are advised to contact the School of Health Science for further information.

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

Course Structure

Graduate Diploma in Pre-Hospital Care
Course Code: HTTPC

Graduate Diploma in Pre-Hospital Care
Course Code: HGPH
This course is currently under review and will not be offered in 2004. The course will be offered following satisfactory completion of all course approval processes. Interested applicants are advised to contact the School of Health Science for further information.

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
Students choose three subjects from elective subject groups 1, 2 and 3 below 60 117
Course Total: 60 117

Graduate Diploma in Pre-Hospital Care
Choose six subjects from elective subject groups 1, 2 and 3 below 120 234
Course Total: 60 234

Graduate Diploma in Emergency Services
Course Code: HGEY
This course is currently under review and will not be offered in 2004. The course will be offered following satisfactory completion of all course approval processes. Interested applicants are advised to contact the School of Health Science for further information.

Course Duration
The course is offered over two semesters full-time or part-time equivalent.

Course Structure
Choose two subjects from elective subject groups 1, 2 and 3 below 40 6
Choose a further four subjects from elective groups 2 and 3 below 80 12
Course Total: 120 234

Graduate Diploma in Intensive Care Paramedicine
Course Code: HGPI
This course is currently under review and will not be offered in 2004. The course will be offered following satisfactory completion of all course approval processes. Interested applicants are advised to contact the School of Health Science for further information.

Course Duration
The course is offered over two semesters full-time or part-time equivalent.

Course Structure

Graduate Diploma in Paramedicine
Course Code: HGPA
This course is currently under review and will not be offered in 2004. The course will be offered following satisfactory completion of all course approval processes. Interested applicants are advised to contact the School of Health Science for further information.

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

Core Subjects

Semester One
HHP5620 Advanced Cardiac Care 20 4
HHP5641 Advanced Medical Care 20 4
HHP5661 Advanced Trauma Care or 20 4

Elective Subject Group 1

Students choose three subjects from elective groups 1, 2 and 3 below, approved by the Course Coordinator to a total of 60 credit points.

HHP5620 Advanced Cardiac Care 20 4
HHP5641 Advanced Medical Care 20 4
HHP5661 Advanced Trauma Care 20 4
HHP5721 Clinical Diagnostics and Health Care Interventions 20 6
HHP5740 Occupational Health and Safety 20 4
HHP5761 Remote Health Practice 20 6
HHP5820 Clinical Studies in Aviation Medicine 20 4

Elected Subject Group 2

HHP5900 Advanced Paediatric Practice 20 3
HHP5901 Paediatric Diagnostics and Management 1 20 3
HHP5902 Paediatric Diagnostics and Management 2 20 3

Elective Subject Group 3

BMO5520 Organisation Analysis & Behaviour 20 3
BMO5533 Organisation Consulting & Counselling 20 3
BMO5534 Human Resource Development & Evaluation 20 3
BMO6623 Strategic Analysis and Decision Making 20 3
HGD1501 Curriculum 20 3
HGD1502 Evaluation 20 3
HGD1503 Teaching Learning and Assessment 20 3

Year One

Semester One
HHU4129 Clinical Practicum 4 15 120
HHO4589 Osteopathic Science 4 11 65
HHL4939 Research 4 13 52
HHL4939 Research 1 5 26
HHS4039 Psychology and Social Science 2 10 52
HHU4129 Clinical Practicum 4 15 120
HHY4639 Pathology 3 6 39
HHU5129 Clinical Practicum 5 20 206
HHO5509 Osteopathic Science 5 16 78
HHL5959 Research 2 7 26
HHD5739 Clinical Diagnosis & Management 4 16 78
HHY5129 Clinical Practicum 5 20 206
HHU5129 Clinical Practicum 6 6 39
Total Year One 120 788

Year Two

Semester One
HHO5709 Osteopathic Science 4 16 78
HHU5129 Clinical Practicum 6 6 39
HHY5129 Clinical Practicum 7 8 26
HHD5739 Clinical Diagnosis & Management 4 16 78
HHY5129 Clinical Practicum 8 8 26
HHU5129 Clinical Practicum 9 9 26
Total Year Two 120 802
Course Total: 240 1,588

Course Duration

The course is offered over two years on a full-time basis.

Admission Requirements

To qualify for admission to the course applicants must have satisfactorily completed the Bachelor of Science – Clinical Sciences, or equivalent.

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;
- an awareness of the need for continuing self education;
- 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.

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 324 hours in year one and 412 hours in year two (including holiday hours and external placement).

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)

This course will not be offered for 2004

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:
• be registered as a medical practitioner in Australia;
• have a Graduate Diploma in Physical Medicine or Musculoskeletal Medicine; and
• 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>Semester One</th>
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<tbody>
<tr>
<td>HHC5531</td>
<td>Clinical Practice 1</td>
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<tr>
<td>HHO5501</td>
<td>Osteopathic History &amp; Principles 1</td>
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<tr>
<td>HHO5511</td>
<td>Osteopathic Technique 1</td>
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<tr>
<td>HHO5521</td>
<td>Osteopathic Diagnosis 1</td>
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<th>Year Two</th>
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<tbody>
<tr>
<td>HHC5532</td>
<td>Clinical Practice 2</td>
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<tr>
<td>HHO5502</td>
<td>Osteopathic History and Principles 2</td>
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<tr>
<td>HHO5512</td>
<td>Osteopathic Technique 2</td>
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<tr>
<td>HHO5522</td>
<td>Osteopathic Diagnosis 2</td>
</tr>
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</table>

Total Year One: 120 274

Total Year Two: 60 163

Course Total: 180 437

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: HMHC

This course is currently under review and will not be offered in 2004. The course will be offered following satisfactory completion of all course approval processes. Interested applicants are advised to contact the School of Health Science for further information.

This course will appeal to health practitioners from a variety of disciplines who have a desire to further coursework 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 semester on a full-time basis or part-time equivalent.

Course Structure

Credit Hours/points Semester One

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Points</th>
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<tbody>
<tr>
<td>HFR0001</td>
<td>Advanced Quantitative Research Methods or HFR0002</td>
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<tr>
<td>HHT1127</td>
<td>Minor Thesis (full-time)</td>
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Semester Two

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Points</th>
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<tbody>
<tr>
<td>HHT1137</td>
<td>Minor Thesis (full-time)</td>
<td>156</td>
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</table>

Course Total: 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;
- 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>
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<tbody>
<tr>
<td>HFR0001</td>
<td>Advanced Quantitative Research Methods or HFR0002</td>
<td>39</td>
</tr>
<tr>
<td>HHT1127</td>
<td>Minor Thesis (full-time)</td>
<td>117</td>
</tr>
</tbody>
</table>

Semester Two

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>HHT1137</td>
<td>Minor Thesis (full-time)</td>
<td>156</td>
</tr>
</tbody>
</table>

Course Total: 312
• 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.

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.

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.
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. The School’s staff have raised a considerable amount of research funding from both Government and Industry. Facilties, particularly in the sports sciences, the staff are of an extremely high standard and 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, human performance and sports management, business and culture.

### Course Offerings

In 2002 the School of Human Movement, Recreation and Performance 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 Athlete Career Education</td>
<td>C</td>
<td>I</td>
<td>Y</td>
</tr>
<tr>
<td>Graduate Diploma in Exercise and Sport Sciences</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Graduate Program in Ageing, Disability and Recreation Management</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Graduate Program in Exercise Rehabilitation</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Graduate Program in Loss and Grief</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Graduate Program in Sport and Recreation Management</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Graduate Program in Sport Business</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Master of Applied Science</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Master of Arts (by Research)</td>
<td>C,F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Doctor of Philosophy</td>
<td>C,F</td>
<td>Y</td>
<td>Y</td>
</tr>
</tbody>
</table>

*Note: Two subjects will be taught at the St Albans Campus. Campus: C=City Flinders Lane F=Footscray Park S=St Albans H=Hong Kong I=Internet*

### Graduate Diploma in Athlete Career Education

**Course Code:** HGAE

**Course Objectives**

The course aims to:

- provide specialist education and practical skills in the area of athlete career and education services for sports administrators, coaches and other athlete support staff;
- promote an awareness of the broader social and economic issues that surround athletic performance and career development and termination in a sporting climate;
- provide students with opportunities to extend their professional networks and gain additional and direct experience in related workplace settings.

### Admission Requirements

To qualify for admission to the course an applicant must have successfully completed a Bachelor degree in a discipline or profession directly related to one of the fields of human movement, sports science, education or psychology, or equivalent.

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

Students who have previously completed the Graduate Certificate in Athlete Career Education will be eligible for admission to the Graduate Diploma with advanced standing.

### Course Duration

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

### Course Structure

The course is delivered in distance learning mode, via the internet. Students will be required to attend workshops/seminars at prescribed stages.

Upon successful completion of the first semester of full-time study, or part-time equivalent, students will be eligible to exit the course with the Graduate Certificate in Athlete Career Education.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Credit points</th>
<th>Hours/semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>HPA0001</td>
<td>15</td>
<td>39</td>
</tr>
<tr>
<td>HPA0002</td>
<td>15</td>
<td>39</td>
</tr>
<tr>
<td>HPA0003</td>
<td>15</td>
<td>39</td>
</tr>
<tr>
<td>HPA0004</td>
<td>15</td>
<td>39</td>
</tr>
</tbody>
</table>
Graduate Diploma in Exercise and Sport Sciences

Course Code: HGEM

Course Objectives
This course is designed to 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
To qualify for admission to the course applicants must hold an undergraduate degree or diploma in a related physical education or human science area.

Selection of students will also take into account current involvement in areas related to the coaching, promotion or direction of exercise.

Applicants may be required to undertake bridging studies.

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

Course Structure
The course is delivered over three evenings per week.

<table>
<thead>
<tr>
<th>Semester One</th>
<th>12</th>
<th>2</th>
</tr>
</thead>
<tbody>
<tr>
<td>HPG5010 Applied Exercise Physiology</td>
<td>12</td>
<td>2</td>
</tr>
<tr>
<td>HPG5011 Physiology Testing and Evaluation</td>
<td>12</td>
<td>2</td>
</tr>
<tr>
<td>HPG5080 Biomechanics of Human Movement</td>
<td>12</td>
<td>2</td>
</tr>
<tr>
<td>HPG5081 Biomechanics Testing and Evaluation</td>
<td>12</td>
<td>2</td>
</tr>
<tr>
<td>HPG5100 Applied Psychology of Sport and Exercise</td>
<td>12</td>
<td>2</td>
</tr>
<tr>
<td>HPG5120 Nutrition and Diet for Performance</td>
<td>10</td>
<td>2</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Semester Two</th>
<th>8</th>
</tr>
</thead>
<tbody>
<tr>
<td>HPG5110 Counselling &amp; Communication Skills</td>
<td>10</td>
</tr>
<tr>
<td>HPG5130 Applied Ethics: Sport and Exercise</td>
<td>10</td>
</tr>
<tr>
<td>HPG5140 Exercise Prescription</td>
<td>10</td>
</tr>
<tr>
<td>HPG5150 Skill in Sport</td>
<td>10</td>
</tr>
<tr>
<td>HPG5160 Exercise &amp; Sport Sciences Fieldwork</td>
<td>12</td>
</tr>
</tbody>
</table>

*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.
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.
Applicants who have successfully completed the Graduate Diploma in Ageing, Disability and Recreation Management, or equivalent, and have attained a minimal average of Second Class Honours (H2A), or equivalent, as approved by the Course Co-ordinator, will be eligible for entry into the two-year Master's program with advanced standing.

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

<table>
<thead>
<tr>
<th>Credit Points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>Graduate Certificate in Ageing, Disability and Leisure</td>
<td></td>
</tr>
<tr>
<td>HPM5302 Leisure Education: Individual</td>
<td>15</td>
</tr>
<tr>
<td>HPM5600 Leisure Perspectives in Ageing and Disability Services</td>
<td>15</td>
</tr>
<tr>
<td>HPM5601 Ageing Well: Perspectives for the Future</td>
<td>15</td>
</tr>
<tr>
<td>HPM5602 Comprehensive Overview of Disability and Society: Issues and Challenges</td>
<td>15</td>
</tr>
<tr>
<td>Course Total:</td>
<td>60</td>
</tr>
</tbody>
</table>

Graduate Certificate in Ageing, Disability and Recreation Management

<table>
<thead>
<tr>
<th>Credit Points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HPR0001 Introduction to Research Design and Methods</td>
<td>15</td>
</tr>
<tr>
<td>HPM5104 Professional Practicum*</td>
<td>15</td>
</tr>
<tr>
<td>HPM5800 Recreation Management in Ageing and Disability Services</td>
<td>15</td>
</tr>
<tr>
<td>HPM5801 Recreation Strategies in Ageing and Disability</td>
<td>15</td>
</tr>
<tr>
<td>Course Total:</td>
<td>60</td>
</tr>
</tbody>
</table>

*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 Points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>Semester One</td>
<td></td>
</tr>
<tr>
<td>HPM6001 Directed Study (full-time)</td>
<td>40</td>
</tr>
<tr>
<td>HPM6002 Graduate Seminar</td>
<td>20</td>
</tr>
<tr>
<td>Semester Two</td>
<td></td>
</tr>
<tr>
<td>HPM6003 Minor Thesis (full-time)</td>
<td>60</td>
</tr>
<tr>
<td>or HPM6007 Syndicate Research Project (full-time)</td>
<td>240</td>
</tr>
<tr>
<td>Course Total:</td>
<td>240</td>
</tr>
</tbody>
</table>

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

Graduate Program in 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

Graduate Diploma in Exercise Rehabilitation
(new structure 2004)

Semester One
HPG5041 Functional Anatomy 20 48
HPG5042 Musculo-Skeletal Physiology for Rehabilitation 10 24
HPG5043 Quantitative and Qualitative Research Design for Practitioners 10 36
HPG5021 Biomechanics for Rehabilitation 5 12
HPG5032 Biomechanical Testing for Rehabilitation 10 24
HPG5069 Introduction to rehabilitation Fieldwork 5 4

Semester Two
HPG5018 Exercise Prescription for Musculo-Skeletal and Neurological conditions 15 48
HPG5017 Cardiorespiratory and Metabolic Physiology for Rehabilitation 10 24
HPG5031 Physiological Testing for Rehabilitation 15 24
HPG5019 Working Conditioning 10 24
HPG5070 Exercise for rehabilitation Fieldwork (F/T) 10 8
HPG5071 Introduction to rehabilitation Fieldwork (P/T) 5 4
HPG6044 Exercise for Rehabilitation Clinical Practice (P/T) 20 700

Year Total: 120 272-276

Year One (continuing students only)

Semester One
HPG5016 Musculo-Skeletal and Neurological Physiology for Rehabilitation 10 2
HPG5021 Biomechanics for Rehabilitation 5 1
HPG5031 Physiological Testing for Rehabilitation 15 2
HPG5041 Functional Anatomy 20 4
HPG5069 Introduction to rehabilitation Fieldwork 5 4

Semester Two
HPG5017 Cardiorespiratory and Metabolic Physiology for Rehabilitation 10 2
HPG5018 Exercise Prescription for Musculo-Skeletal and Neurological Conditions 15 4
HPG5019 Working Conditioning 10 2
HPG5070 Exercise for Rehabilitation Fieldwork (F/T) 10 8
HPR0001 Introduction to Research Design and Methods 15 3

Year Total: 120 473

*Four hours of lectures for the semester plus 35 hours (1 week) of fieldwork.
#Eight hours of lecture for the semester plus 140 hours (4 weeks) of fieldwork.

Semester Two
HPG6043 Exercise for Rehabilitation Clinical Practice 45

Semester Three
HPG6041 Exercise Prescription for Cardiorespiratory Conditions 15 4
HPG6042 Case Management 15 24
HPG5180 Psychology for Rehabilitation 15 24
SBM5510 Neurological and Neuromuscular Disorders for Rehabilitation 15 24
SBM5610 Clinical Nutrition 15 24
HGS071 Exercise for Rehabilitation Fieldwork (P/T) (Optional) 5 4
HPG6044 Exercise for Rehabilitation Clinical Practice (P/T) (Optional) 20 700

Total: 120 96-100

Semester Four
HPG6043 Exercise for Rehabilitation Clinical Practice (F/T) 60 20 weeks
700hrs

HPG6044 Exercise for Rehabilitation Clinical Practice (F/T) (Optional) 20 700

Total: 120 96-100

Total Year Two: 240 1,316

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:
- 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
- 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.

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 in Sport and Recreation Management (Project Management) (new course 2004)
Course Code: HMPM

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 fulfill 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 entry into the Master of Arts – Sport and Recreation Management (by Project Management or Coursework by Minor Thesis) with advanced standing.

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. Mature applicants are encouraged to apply.

**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 - Project Management**

The course is offered over three (3) semesters on a full-time or part-time equivalent (incorporating the 1st year of the Graduate Diploma).

**Master of Arts - Coursework by Minor Thesis**

The course is offered over three (3) semesters on a full-time basis or part-time equivalent (incorporating the 1st year of the Graduate Diploma).

**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.

1: The final one semester of the of program completes the articulated sequence of studies leading to Master of Arts-Sport and Recreation management – Project Management.

Progression to the project management focus is conditional upon approval by the Course Coordinator. Approval can only be granted if an appropriate Professional Advisory Mentor has been appointed.

2: The final one semester of the program complete the articulated sequence of studies leading to the Master of Arts-Sport and Recreation Management-Coursework by Minor Thesis.

Progression to the minor thesis stage or syndicate research project is conditional upon approval by the Course Coordinator. 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>Description</th>
<th>Credit Points</th>
<th>Hours/ Week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HPS5101</td>
<td>Sport and Recreation Management</td>
<td>15</td>
<td>39</td>
</tr>
<tr>
<td>HPS5102</td>
<td>Sport and Recreation Management</td>
<td>15</td>
<td>39</td>
</tr>
</tbody>
</table>

**Graduate Certificate in Sport and Recreation Management/Operations**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Description</th>
<th>Credit Points</th>
<th>Hours/ Week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HPS5103</td>
<td>Sport and Recreation Resource Management</td>
<td>15</td>
<td>39</td>
</tr>
<tr>
<td>HPS5104</td>
<td>Sport and Recreation Planning</td>
<td>15</td>
<td>39</td>
</tr>
</tbody>
</table>

**Course Total:**

| Course Total | 60 156 |

**Graduate Diploma**

The Graduate Diploma comprises the preceding two Graduate Certificates.

**Course Total:**

| Course Total | 120 312 |

**Master of Arts in Sport and Recreation Management-Project Management**

**Course Code:** HMPM

The Master of Art in Sport and Recreation Management-Project Management requires the completion of the Graduate diploma in Sport and Recreation Management plus an additional six (6) months project management and investigating report

**The Project Management program**

<table>
<thead>
<tr>
<th>Semester One</th>
<th>HPM6020 Sport Recreation Management</th>
<th>20</th>
<th>36</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>HPM6021 Sport &amp; Recreation Management</td>
<td>40</td>
<td>36</td>
</tr>
</tbody>
</table>

**Total:**

| Total         | 60 72   |

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.

**Semester One**

| HPM6001   | Directed Study (full-time)                   | 40           | 104         |
| HPM6002   | Graduate Seminar                             | 20           | 39          |

**Semester Two**

| HPM6003   | Minor Thesis (full-time)                     | 60           | 247         |
| HPM6007   | Syndicate Research Project (full-time)       | 60           | 247         |

**Course Total:**

| Course Total | 120 390 |

**Cumulative Program Total:**

| 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:

- 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
- successfully completed the Graduate Diploma in Sport Business or equivalent, as approved by the Course Co-ordinator.

Course Structure

Credit Hours/pointspoints

Week

Graduate Diploma

Semester One

HPS5101 Sport and Recreation Management Business Context 15 39
HPS5102 Sport and Recreation Strategic Marketing 15 39
HPS5103 Sport and Recreation Resource Management 15 39
HPS5104 Sport and Recreation Planning 15 39

Semester Two

BAO5405 Sport Finance 15 39
HPB5202 Sport Event Management 15 39
HPB5203 Sport Project 15 39
HPSS201 Sport & Recreation Industry Issues 15 39

Course Total: 120 312

Master of Sport Business

Comprises the Graduate Diploma in Sport Business plus the following:

Master of Sport Business

Full-time Module (subject to approval)

Semester One

BLO5400 Sport and the Law 15 3
HPB5301 Sport Business Seminar 15 3
HPB5302 Sport business Project 30 6

Total Course 60 12

Part-time Module

Semester One

BLO5400 Sport and the Law 15 3
HPB5301 Sport Business Seminar 15 3

Semester Two

HPB5302 Sport Business Project 30 6
BLO5400 Sport and the Law 15 3
HPB5301 Sport Business Seminar 15 3

Course Total: 60 156

Cumulative Program Total: 180 468

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:

- 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
• satisfactorily completed either the Graduate Diploma in Exercise for Rehabilitation or the Graduate Diploma in Exercise and Sport Sciences, or an equivalent, and have 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.

<table>
<thead>
<tr>
<th>Credit Points</th>
<th>Hours per week</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year One</td>
<td></td>
</tr>
<tr>
<td>Graduate Diploma in Exercise for Rehabilitation</td>
<td>120</td>
</tr>
<tr>
<td>or Graduate Diploma in Exercise and Sport Sciences</td>
<td>120</td>
</tr>
<tr>
<td>Year Two</td>
<td></td>
</tr>
<tr>
<td>Master of Applied Science</td>
<td>240</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
- Sport Psychology
- Exercise 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:
- Bachelor of Applied Science – Human Movement or an equivalent;
- Bachelor of Arts – Recreation Management or an equivalent;
- 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 Code: HPPA(International)/HPPE/HPPL(International)*

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;
- Exercise 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.
School of Nursing and Midwifery

The School of Nursing and Midwifery 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 and Midwifery will offer the following postgraduate programs:

<table>
<thead>
<tr>
<th>Program</th>
<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>
<td>Y</td>
</tr>
<tr>
<td>Master of Nursing</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Graduate Certificates in:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>– Cardiothoracic Nursing</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>– Cancer Nursing</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>– Emergency Nursing</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>– Gerontic Nursing</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>– Neuroscience Nursing</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>– Orthopaedic Nursing</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>– Paediatric Nursing</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>– Palliative Care Nursing</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Graduate Diplomas in:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>– Cardiothoracic Nursing</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>– Cancer Nursing</td>
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</tr>
<tr>
<td>– Emergency Nursing</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>– Gerontic Nursing</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>– Neuroscience Nursing</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>– Orthopaedic Nursing</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>– Paediatric Nursing</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>– Palliative Care Nursing</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
</tbody>
</table>

Master of Health Science

(Diabetes Education)

(subject to approval)

Course code: HMDE

Incorporating

Graduate Diploma in (Diabetes Education)

Course Objectives

On completion of the course, the participants should be able to:

- practice at an advanced practice level in providing education and counselling to people with Diabetes Mellitus;
- provide clinical expertise and leadership for the care and management of people with Diabetes;
- engage in research and evidence based practice activities within the chosen area of treatment and care.

Course Duration

The course is offered over two semesters full-time basis or part-time equivalent. On completion of both semesters you are able to apply for entry into the Masters program. The Master programs (coursework stream and minor thesis stream) are offered over 3 semesters full-time or part-time equivalent.

Admission Requirements

To qualify for admission students will require a Degree in Nursing or another Health-related discipline; eg Podiatry, or Dietetics. Applicants must also have relevant professional experience, as approved by the School of Nursing & Midwifery. International applicants must provide evidence of IELTS 7.0

Course Structure

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit Points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gradute Diploma in Diabetes Education (Coursework Stream)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Semester One</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HNM6100 Disease Process of Diabetes Mellitus</td>
<td>20</td>
<td>36</td>
</tr>
<tr>
<td>HNM6101 Advanced Clinical Assessment</td>
<td>20</td>
<td>36</td>
</tr>
<tr>
<td>HNM6102 Psychology of Health &amp; Illness</td>
<td>10</td>
<td>18</td>
</tr>
<tr>
<td>HNM6103 Fundamentals of Dietetic Science</td>
<td>10</td>
<td>18</td>
</tr>
<tr>
<td>Semester Two</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HNM6200 Health Promotion</td>
<td>20</td>
<td>36</td>
</tr>
<tr>
<td>HNM6201 Clinical Dimensions of Diabetes Education</td>
<td>20</td>
<td>36</td>
</tr>
<tr>
<td>HNM6202 Diabetes Educator Clinical Internship</td>
<td>20</td>
<td>72</td>
</tr>
<tr>
<td>Course Total</td>
<td>120</td>
<td>252</td>
</tr>
<tr>
<td>Graduate Diploma in Diabetes Education (Minor Thesis Stream)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HNM6100 Disease Processes of Diabetes Mellitus</td>
<td>20</td>
<td>36</td>
</tr>
<tr>
<td>HNM6101 Advanced Clinical Assessment</td>
<td>20</td>
<td>36</td>
</tr>
<tr>
<td>HNM6102 Psychology of Health &amp; Illness</td>
<td>10</td>
<td>18</td>
</tr>
<tr>
<td>HNM6103 Fundamentals of Dietetic Science</td>
<td>10</td>
<td>18</td>
</tr>
</tbody>
</table>
Semester Two
HNM6200 Health Promotion  20  36
HNM6201 Clinical dimensions of Diabetes Education  20  36
HFR0001 Advanced Qualitative Methods  20  36
or
HFR0002 Advanced Quantitative Methods  20  36
Course Total: 120 216

Master of Health Science (Diabetes Education) (Coursework Stream)
Semester Two
HNM6200 Health Promotion  20  36
HNM6201 Clinical Dimensions of Diabetes Education  20  36
HNM6202 Diabetes Educator Clinical Internship 20 72

Semester Three
HNM6300 Pharmacology for Nurse Practitioners  20  36
HNM6301 Nurse Practitioners Professional Practice  20  36
HNM6302 Nurse Practitioner Clinical Internship  20  72
Course Total 180 396

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>Year One</th>
<th>Credit Hours/Point's</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>Semester One</td>
<td>HNS5010 Theories of Addiction</td>
<td>15</td>
</tr>
<tr>
<td>Semester Two</td>
<td>HNS5020 Treatment of Substance Abuse</td>
<td>15</td>
</tr>
<tr>
<td>Semester Two</td>
<td>HNS5030 Health Promotion/Prevention in Substance Abuse</td>
<td>15</td>
</tr>
<tr>
<td>HNS5040 Therapeutic Interventions</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>Year Two</td>
<td>Course Total: 120 195</td>
<td></td>
</tr>
</tbody>
</table>

Master of Health Science - Mental Health HMML
Incorporating:
HTML - Graduate Certificate - Mental Health
HGML - Graduate Diploma - Mental Health

Professional Recognition:
Graduates will be eligible for membership with the Australian Diabetes Education Accreditation (DEA)

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.
### Course Duration

The course is offered over three semesters full-time basis or part-time equivalent. Upon successful completion of the first semester of study students may exit with the Graduate Certificate Mental Health. Upon successful completion of the second semester of study students may exit with the Graduate Diploma in Mental Health. The third and final semester of study completes the articulated sequence of study leading to the Master of Mental Health.

### Admission Requirements

To qualify for admission to the course an applicant must have completed and Undergraduate Degree in Nursing, Psychology, Social Work, Welfare Occupational Therapy or equivalent. Applicants must also have relevant professional experience, as approved by the School of Nursing. International applicants must provide evidence of IELTS 6.

### Course Structure

<table>
<thead>
<tr>
<th>Credit</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Points</td>
<td></td>
</tr>
</tbody>
</table>

#### Graduate Certificate

**Semester One**

- **HNMS5101** Interview & Assessment Methods in Mental Health Contexts 15 39
- **HNMS5102** Cognitive Behavior Therapy in Severe Mental Illness 15 39
- **HNMS5103** Evidenced Based Practice 15 39
- **HNMS5104** Fieldwork: Mental Health Practice* 15 120

#### Graduate Diploma

**Semester Two**

- **HNMS205** Psychopharmacology in Healthcare Contexts 1 15 39
- **HNMS206** Mental Health Promotion 10 26
- **HNMS207** Psychopharmacology in Healthcare Context 2
- **or**
- **HNMS040** Therapeutic Interventions 15 39

#### Minor Thesis Stream

- **HNMS208** Working with consumers families & Intersectoral Agencies 20 39

#### Master of Mental Health

**Semester Three**

- **Coursework Stream**
  - **HNMS6109** Working with Groups in Mental Health Context 15 39
  - **HNMS6112** Cognitive Behavior Therapy in Severe Mental Illness 5 39
  - **HNMS6122** Clinical Project ** 30 39

#### Minor Thesis Stream

- **HNMS6115** Minor Thesis 60 117

Total: 180 497

* The Faculty is currently considering plans to introduce an intermediate level research subject in 2003. Subject to approval, this new subject will replace the subjects Advanced Qualitative Research and Advanced Quantitative Research in the Master of Health Science (Mental Health).

**Note**

- This is an existing subject, which is being revised from a year-long subject to a semester-long subject. The change will also apply to the Graduate Diploma in Substance Abuse Studies from 2004 onwards.

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### Master of Nursing

**Course Code:** HMPN

**Incorporating –**

- **Graduate Certificates and Graduate Diplomas in**
  - Cancer Nursing
  - Emergency Nursing
  - Gerontic Nursing
  - Neuroscience Nursing
  - Orthopaedic Nursing
  - Paediatric Nursing
  - Nursing Management

### Course Objectives

The Master of Nursing has been developed for nursing graduates who wish to undertake studies in clinical speciality 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:

- hold an undergraduate degree in Nursing or equivalent; and
- be registered with the Nurses Board of Victoria as a Division 1 Nurse; and
- 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.

| Semester One | HNR0001 Introduction to Research Design and Methods | 20 | 3 |
| Specialisation subject level 1 | | |
| Specialisation subject level 2 | | |
| Total: | 60 | 117 |

| Semester Two | HNG5001 Issues & Policies in Professional Practice | 20 | 3 |
| Specialisation subject level 3 | | |
| Coursework Stream | HNM6118 Evidence Based Practice in Specialised Nursing | 20 | 3 |
| Minor Thesis Stream | HFR0001 Advanced Quantitative Methods | 20 | 3 |
| | or HFR0002 Advanced Qualitative Methods | 20 | 3 |
| Exit point for the Graduate Diploma in Specialisation Nursing | Semester Two Total: | 60 | 117 |

| Semester Three | HNM6119 Leadership & Management in Specialised Nursing | 20 | 3 |
| HNM6122 Clinical Project | 40 | 6 |
| Minor Thesis Stream | HHA6115 Minor Thesis | 60 | 9 |
| Semester Three Total: | 60 | 117 |
| Cumulative Course Total: | 180 | 351 |

Specialisation Subjects
| HNA5001 Gerontic Nursing Studies 1 | 20 | 3 |
| HNA5002 Gerontic Nursing Studies 2 | 20 | 3 |
| HNA5003 Gerontic 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 |
| 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 |
| HNM5004 Nursing Management 1 | 20 | 3 |
| HNM5005 Nursing Management 2 | 20 | 3 |
| HNM5006 Nursing Management 3 | 20 | 3 |

Master of Midwifery
Course Code: HMMW

Graduate Diploma in Midwifery
Course Code: HGMW

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 according to the ACMI Competency Standards for Midwives (1998)
- 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:

- be registered or be eligible to register with the Nurses Board of Victoria as a Division 1 Nurse;
- hold an undergraduate degree in Nursing or an equivalent; and
- hold a current practicing certificate from the Nurses Board of Victoria
- have a minimum of one year's clinical experience following registration as a general nurse.

Applicants who do not meet the normal admission requirements but who possess appropriate education qualifications, 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:

- be registered with the Nurses Board of Victoria as a Division 1 Nurse, with endorsement as a Midwife; and
- 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 six subjects, some incorporating clinical practic. 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 (Semester One)</th>
<th>Credit Points</th>
<th>Theory</th>
<th>Clinical</th>
</tr>
</thead>
<tbody>
<tr>
<td>HNM5010 Sociopolitical Aspects of Midwifery</td>
<td>15</td>
<td>39</td>
<td></td>
</tr>
<tr>
<td>HNM5021 Psychosocial Context of Maternity</td>
<td>15</td>
<td>36</td>
<td></td>
</tr>
<tr>
<td>HNM5011 Primary Care Midwifery</td>
<td>30</td>
<td>72</td>
<td>182</td>
</tr>
<tr>
<td>or HNM5012 Primary Care Midwifery (Part-time)</td>
<td>20</td>
<td>72</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Subject (Semester Two)</th>
<th>Credit Points</th>
<th>Theory</th>
<th>Clinical</th>
</tr>
</thead>
<tbody>
<tr>
<td>HNR0001 Introduction to Research Design &amp; Methods</td>
<td>10</td>
<td>36</td>
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<tr>
<td>HNM5020 Collaborative Midwifery</td>
<td>30</td>
<td>72</td>
<td>182</td>
</tr>
<tr>
<td>or HNM5023 Collaborative Midwifery (part-time)</td>
<td>15</td>
<td>72</td>
<td></td>
</tr>
<tr>
<td>HNM5022 Consolidation of Midwifery Practice</td>
<td>20</td>
<td>160</td>
<td></td>
</tr>
</tbody>
</table>

Course Total: 120 255 524

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 (Semester One)</th>
<th>Credit Points</th>
<th>Theory</th>
<th>Clinical</th>
</tr>
</thead>
<tbody>
<tr>
<td>HNM6011 Counseling in the Health Care Context</td>
<td>10</td>
<td>36</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Subject (Semester Two)</th>
<th>Credit Points</th>
<th>Theory</th>
<th>Clinical</th>
</tr>
</thead>
<tbody>
<tr>
<td>HNM6012 Advanced Practice: Counseling</td>
<td>20</td>
<td>36</td>
<td></td>
</tr>
<tr>
<td>HNM6013 Project</td>
<td>30</td>
<td>72</td>
<td></td>
</tr>
</tbody>
</table>

Pathway 1 Total: 60 144

**Pathway 2 - Research Focus**

<table>
<thead>
<tr>
<th>Subject (Semester One)</th>
<th>Credit Points</th>
<th>Theory</th>
<th>Clinical</th>
</tr>
</thead>
<tbody>
<tr>
<td>HNM6040 Research Planning</td>
<td>15</td>
<td>36</td>
<td></td>
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</table>

<table>
<thead>
<tr>
<th>Subject (Semester Two)</th>
<th>Credit Points</th>
<th>Theory</th>
<th>Clinical</th>
</tr>
</thead>
<tbody>
<tr>
<td>HHA6115 Minor Thesis (Full-time)</td>
<td>45</td>
<td>117</td>
<td></td>
</tr>
<tr>
<td>or HHA6116 Minor Thesis (Part-time)</td>
<td>45</td>
<td>117</td>
<td></td>
</tr>
</tbody>
</table>

Pathway 2 Total: 60 153

Professional Recognition
Graduates from this program will be eligible for endorsement as a Midwife with the Nurses Board of Victoria. Graduates may also apply for membership of the Australian College of Midwives Inc.

Master of Public Health Nursing
Course Code: HMPH
Incorporating –

Graduate Certificate in Public Health Nursing
Course Code: HTTPU

Graduate Diploma in Public Health Nursing
Course Code: HGPDU

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 life long 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>Subject</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***</td>
<td>20</td>
<td>3</td>
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**Postgraduate Studies**

273
Semester Two

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>HNU5005</td>
<td>Issues of Professional Practice</td>
<td>10</td>
</tr>
<tr>
<td>HNU5006</td>
<td>Public Health Policy and Practice</td>
<td>10</td>
</tr>
<tr>
<td>HFR0001</td>
<td>Advanced Quantitative Research Methods</td>
<td>10</td>
</tr>
<tr>
<td>HFR0002</td>
<td>Advanced Qualitative Research Methods</td>
<td>20</td>
</tr>
<tr>
<td>HNU5001</td>
<td>Health and Development of the Young Family*#</td>
<td>20</td>
</tr>
<tr>
<td>HNU5002</td>
<td>Health and Development in Childhood and Adolescence*#</td>
<td>20</td>
</tr>
</tbody>
</table>

Semester Three

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HHA6115</td>
<td>Minor Thesis (full-time)</td>
<td>60</td>
</tr>
</tbody>
</table>

Course Total: 180 429

*Professional field work 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

Graduate 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
- Community Health Nursing
- Critical Care Nursing
- Gerontic Nursing
- International Health
- Mental Health
- Midwifery
- Neuroscience Nursing
- Nursing Education
- Nursing Theory and Clinical Practice
- Ontology and Epistemology of Caring
- Orthopaedic Nursing
- Paediatric Nursing
- 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 Faculty; and successfully complete a thesis undertaken with appropriate supervision.

Doctor of Philosophy

Course Code: HPNU

The school of Nursing and Midwifery offers PhD research supervision in the following areas:

- Acute Care
- Mental Health
- Public Health
- Family Health
- Ontology and Epistemology of Caring
- Human Health and Illness experiences

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:

- a Master degree; or
- a four-year undergraduate degree with honours normally at upper second class level (H2A) or equivalent;
- 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 committee; and successfully complete a thesis undertaken with appropriate supervision. Students must receive a satisfactory progress report each 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 civilizations 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. Aspects of the formal systems of English in both the spoken and written modes will be investigated, including grammar, phonology and semantics. This will provide the fundamental principles in these areas for students who have not previously acquired such knowledge.

Required Reading To be advised by lecturer.


Subject Hours Eighteen hours for one semester.

Assessment One assignment of 1500 words (35%); One written assignment of 1500–1500 words, 35%; One written assignment of 1500–1500 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 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 by lecturer.

Subject Hours Three hours per week for one semester.

Assessment Theory paper 50%, counselling demonstration, 50%.
AXH 5001 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-verse; nation building and the university; The Cold War universities; theories of education and economic 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%.

BAO 5405 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.


**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.

BLO 5400 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.

HEG 1000 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; 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 of contact for one semester including lectures, workshops or equivalent.

Assessment Two written assignments totalling 5000 words (graded) and satisfactory participation in practical component.

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. 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.

Required Reading 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.


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%).

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 examining 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.

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**
- HEG1000 Understanding Experiential Learning and Theoretical Perspectives
- HEG1005 Young People: Mutual Obligation and Other Literacies

**Recommended Reading**
- Young People: Mutual Obligation and Other Literacies

**Assessment**
- 15 minute oral presentation (25%); and one written assignment of 4000 words (75%);
- one oral presentation (25%).

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%.

HEG1303 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%.

HEG1304 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.
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%.

HEG1305 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.
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-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%.

HEG1300 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: Retallick, 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 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 the community of inquiry which foster 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, Melton.

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. Particular emphasis 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, Melton.

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%.
HEG134 REFLECTIVE MENTORING
Campus Footscray Park, Melton.
Prerequisite(s) Nil.
Content The subject will explore how mentoring can be used to enhance workplace practice and understanding. Particular emphasis will be given to observing, describing and reflecting on practice. While a principal concern of the subject will be to develop mentoring as the appropriate relationship between practising teachers and student teachers, it will also examine collaborative approaches to mentoring as a way of improving classroom practice and promoting school reform.
Required Reading Western Melbourne Roundtable 1997 Teachers Write. Ryde, N.S.W: National Schools Network.

HEG130 CURRICULUM
Campus Footscray Park.
Prerequisite(s) Nil.
Content The subject provides an introduction to the theory and practice of curriculum in education and training. Curriculum design, development and implementation, is reviewed. Models of curriculum are reviewed. Curriculum, intended and actual is explored within a societal context. References and a range of materials will be utilised to assist in the exploration and analysis of concepts, theoretical frameworks, historical perspectives, development and implementation of ‘curriculum.’ Current articles and references form a basis for class discussions and activities.

HEG1411 MAJOR ACTION RESEARCH PROJECT
Campus Footscray Park, Melton.
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% oral or workshop presentation of findings, 33.3%.

HEG1503 TEACHING LEARNING AND ASSESSMENT
Campus Footscray Park.
Prerequisite(s) Nil.
Co-requisites For students enrolled in the Graduate Diploma in Nurse Education HEDS125 Learning and Teaching Theories in Nurse Education.
Content This subject reviews issues of teaching, learning and
assessment in education and training contexts. It investigates contemporary models and practices of teaching, learning and assessment and the interrelationships between them. It focuses on the participants as teachers, learners and assessors and on the processes through which quality practices can be developed, established and monitored.

Required Reading As advised by lecturer


Subject Hours Three hours a week for one semester.

Assessment Literature Review (3000 words), 60%; practical exercise and report (2000 words), 40%.

HEG 1504 INNOVATION

Campus Footscray Park.

Prerequisite(s) Nil.

Content This subject focuses on innovation, planned change at 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. ‘Innovation’ is synonymous with change and how dissemination change, and factors affecting adoption and content.


### HEG1533 TRAINING DESIGN AND PRACTICE 2

**Campus** Footscray Park.

**Prerequisite(s)** Nil.

**Content** This subject builds on the content of Training, Design and Practice 1. It aims to explore the training cycle as it applies to entire training programs. Students will consider the overall training environment, and influences on the individual trainer's practice. The broader context within which staff development programs are developed and provided will be examined, and how this impacts on training design and practice. The needs of individual learners and learning styles will be used to inform approaches to training design. The emphasis is on practical skills, and students will build further on their training and presentation skills. Students will be required to apply action learning principles and practice to their own learning experience.

**Required Reading** To be Advised by Lecturer

**Recommended Reading**

**Assessment** Participants will undertake a workplace project based on an individual learning 40%, Investigate a range of alternative methodologies and make a presentation on the work undertaken 60%.

### 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 extend their understandings of ways in which home/family, school and work interact with and impinge on individual and community development.

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


**Subject Hours** Three hours per week for one semester.

**Assessment** The conduct of an issue-oriented 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.

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

**Recommended Reading** Publications of: The Australian Institute of Family Studies; Commonwealth 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). Wade, R.C. (ed.) 1997, *Community Service Learning*, State University of New York Press, New York. 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.

**Required Reading** As advised by lecturer.

**Recommended Reading**

**Subject Hours** Three hours per week for one semester.

**Assessment** Preparation and presentation of a consultancy tender.

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**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.

**Required Reading** As advised by lecturer.

**Recommended Reading**

**Subject Hours** Three hours per week for one semester.

**Assessment** Report of a study of assessment practices and issues arising in a workplace (5,000 words), 100%.

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**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.

**Required Reading** As advised by lecturer.

**Recommended Reading**

**HEG1541 MATHEMATICS IN EDUCATION AND TRAINING 2**

**Campus** Footscray Park.

**Pre-requisite(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 student will include the topics: mathematics/numeracy program design; designing research questions in mathematics & numeracy; evaluation of mathematics and numeracy programs.

**Required Reading** to be advised by lecturer


**Subject Hours** Three hours per week per one semester.

**Assessment** Report on an investigation of an aspect of work as a mathematics educator (5000 words), 100%.

**HEG1550 FINANCIAL MANAGEMENT**

**Campus** City Flinders, Off Campus.

**Co-requisite(s)** HEG1580 Computing; or equivalent.

**Content** This subject provides basic and essential knowledge of financial management in aged services. Topics covered include: industry overview and financial management issues; financial implications of legislation; accounting concepts and application to aged care; introduction to management; financial reporting for aged 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 and SRSs; 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** Assignments and practical exercises, 100%.

**HEG1570 EMPLOYEE RELATIONS**

**Campus** City Flinders, Off Campus.

**Pre-requisite(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%.

**HEG1571 HUMAN RESOURCE MANAGEMENT IN AGED SERVICES**

**Campus** City Flinders, Off Campus.

**Pre-requisite(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, selection and retention; 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.

**Pre-requisite(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.

**Pre-requisite(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
HEG1602 EDUCATION SYSTEMS AND ISSUES

Campus: Footscray Park.
Prerequisite(s): HEG1615 The Broad Context of Teaching or equivalent.

Content: Theory of learning and teaching; Gender and learning outcomes; Class and learning outcomes; The psychology of the adolescent; Language in the mathematics and science classroom; Goal-based assessment and other assessment practices; Group work and co-operative learning; Negotiated curriculum; Classroom dynamics; Mixed abilities in the classroom; Integrated curriculum; Curriculum materials.

Required Reading: To be advised by lecturer.
Subject Hours: Three hours per week for two semesters.
Assessment: By assignments and projects.

HEG1603 THEORY SKILLS AND PRACTICE OF SCHOOL AND CLASSROOM ORGANISATION

Campus: Footscray Park.
Prerequisite(s): Nil.

Content: Basic teaching skills: planning lessons and units of work; 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.

Required Reading: To be advised by lecturer.
Subject Hours: Two hours per week for one semester.
Assessment: By assignments and projects.

HEG1604 GENERAL SCIENCE METHOD

Campus: Footscray Park.
Prerequisite(s): Appropriate background in Science.

Content: Theories of learning and teaching; Gender and learning outcomes; Class and learning outcomes; The psychology of the adolescent; Language in the mathematics and science classroom; Goal-based assessment and other assessment practices; Group work and co-operative learning; Negotiated curriculum; Classroom dynamics; Mixed abilities in the classroom; Integrated curriculum; Curriculum materials.

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 activity lessons 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.

**HEG 1607 ADVANCED MATHEMATICS 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.

**HEG 1608 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.

**HEG 1609 CHEMISTRY 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.

**HEG 1610 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 text 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 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, gymastics. 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.

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, gymastics. 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.

HEG1614 LANGUAGES OTHER THAN ENGLISH

Campus Footscray Park.

Prerequisite(s) According to guidelines


Required Reading To be advised by lecturer.

Subject Hours Three hours per week for two semesters.

Assessment Literature review, 35%; log book, 35%; class presentation, 30%.

HEG1650 OPERATIONAL & MATERIAL RESOURCE IN AGED SERVICES

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%.

HEG1651 LITERATURE REVIEW IN AGED SERVICES (ELECTIVE)

Campus City Flinders, Off Campus.

Prerequisite(s) Students must have completed the subject HNR0001 Introduction to Research Design and Methods prior to, or be enrolled concurrently with this subject; or equivalent.

Co-requisite(s) HNR0001 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 their practice or selected topic for their minor thesis or Industry-based 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.

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. 

**Assessment**

Written Review (4,000 words), 100%.

**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.

**HEG1650 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%.

**HEG1702 ONLINE LEARNING IN TERTIARY EDUCATION**

**Campus** Footscray Park, Sunbury

**Prerequisite(s):** HEG1704 Introduction to Tertiary Teaching and Learning

**Content** The subject examines online learning from both a theoretical and a practical perspective. The place of online learning in tertiary education will be examined in relation to face-to-face, distance, open and flexible models. The processes involved in the design, development, delivery, evaluation, improvement and management of courses and subject taught online, will be explored. Students will also be given the opportunity to develop the basic skills needed to teach in this mode.


**Subject Hours** A half-day workshop at the beginning of the semester and two full-day workshops during the semester (15 hours).

Students will also be expected to participate regularly in a series of online discussions (25 hours).

**Assessment**

**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).

**HEG1704 INTRODUCTION TO TERTIARY TEACHING AND LEARNING**

**Campus** Footscray Park

**Prerequisite(s)** Nil.

**Content** This subject includes exploration of theories of teaching and learning in tertiary education; an introduction to a range of teaching, learning and assessment methods; approaches to curriculum development; preparation of learning resources; and basic teaching skills (planning a teaching session, explaining, encouraging active learning, classroom management).

**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).

**HEG1704 INTRODUCTION TO TERTIARY TEACHING AND LEARNING**

**Campus** Footscray Park

**Prerequisite(s)** Nil.

**Content** This subject includes exploration of theories of teaching and learning in tertiary education; an introduction to a range of teaching, learning and assessment methods; approaches to curriculum development; preparation of learning resources; and basic teaching skills (planning a teaching session, explaining, encouraging active learning, classroom management).


**Subject Hours** A half-day workshop at the beginning of the semester and two full-day workshops during the semester (15 hours).

Students will also be expected to participate regularly in a series of online discussions (25 hours).

**Assessment**
HEG1706 IMPROVING TERTIARY TEACHING AND LEARNING

Campus Footscray Park
Pre requisite(s) Nil

Content This subject focuses on approaches to formative evaluation and quality assurance at the level of the individual teacher or subject/module team. It introduces the notion of the teacher as researcher into their own practice for the purpose of improving their teaching, strategies and tools for conducting such research, and methods for acting on the research findings. The core of the subject is an action research project conducted by each participant in a selected area of their own teaching, supported by one-to-one and small group supervision both face-to-face and online. As part of reporting on this project, participants prepare an abstract for and present a paper at a symposium.


Subject Hours Thirty-nine hours of mixed mode delivery for one semester.

Assessment Reflective phase report on project of 1500 words (15%); Symposium presentation on project 15 minutes in length (10%); Final project report of 3500 words (75%).

HEG1705 ISSUES IN TERTIARY EDUCATION AND TRAINING

Campus Footscray Park
Pre requisite(s) Nil

Content The content of this subject will be largely determined by the issues that are current in the higher education and VET sectors at the time it is offered. Some key issues include the massification of tertiary education, national training packages, quality assurance of teaching, graduate attributes/genetic competencies, admission policies, flexible learning, cross-sectoral issues, research management and student learning support.


Key references related to each of the problems selected will also be provided.


Assessment Report of one PBL cycle of 1000 words (10%); Contribution to online discussion (20%); policy submission of 2000 words (40%).

HEG2001 MANAGEMENT OF EXPERIENTIAL LEARNING SITES

Campus Footscray Park
Pre requisite(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.


Subject Hours 39 hours for one semester in lectures, workshops, or equivalent.

Assessment Two written assignments the equivalent of 5000 words (graded) and satisfactory participation in practical components.

HEG2002 PROFESSIONAL PRACTICE

Campus Footscray Park
Pre requisite(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.


Subject Hours Professional placement of 20 days and the equivalent of industry seminars at 1 hour a week.

Assessment Two written assignments totalling 5000 words (graded) and satisfactory participation in professional placement.
HEG2200 TESOL (TEACHING ENGLISH TO SPEAKERS OF OTHER LANGUAGES) METHODOLOGY

Campus Footscray Park.

Prerequisite(s) Qualified teachers with a recognised degree or diploma of a 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.


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 1000–2000 words, 35%; 1 written assignment of 1500 words, 35%.

HEG2200 PROFESSIONAL PRACTICE - TESOL

Campus Footscray Park.

Prerequisite(s) The completion, or near-completion, of HEG2200 TESOL 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 English as a Second Language 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%.

HEG2204 LITERACY METHODOLOGY

Campus Footscray Park.

Prerequisite(s) Nil.

Content The subject provides an introduction to the theoretical debate surrounding the concept of literacy in Australia and in other societies, and its implications for suitable curriculum design. Profiles of typical youth and adult literacy students in education and workplace training settings will be developed and appropriate learner variables assessed, including the needs of groups with both English speaking and non-English speaking backgrounds. Appropriate teaching practices will then be discussed with due attention paid to a variety of influences over choice and effectiveness of particular strategies that can be used, including reconciliation of:

• centralised curriculum and accountability priorities, and local specialisation;
• traditional classroom delivery modes and more recent innovations linked to flexible delivery systems which respond to variation in student purpose and availability and
• literacy defined initially as reading and writing then extended to include areas such as numeracy, techno-scientific and visual literacy, or defined more broadly to investigate changes in learning style brought by new learning technologies.

Opportunity will be available for practical experience in online participation within the subject. This experience in turn contributes to understanding ways to develop literacy programs for teaching materials that utilise computer mediated communication systems.


Subject Hours Three hours per week or equivalent for one semester comprising lectures, workshops or online delivery. Online access to course materials will be available as an option to students to supplement lectures and interested students could access a subject home page, obtain web-based email accounts and maintain email contact with staff and students.

Assessment Class assignments (1500 words), 30%; written assignments (3500 words), 70%.
HEG2205 ADVANCED LITERACY METHODOLOGY

Campus Footscray Park.

Prerequisite(s) HEG2204 Literacy Methodology; or equivalent.

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) HEG2210 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 1 written assignment of 1000–1500 words, 30%; 1 written assignment of 1500 words, 30%; research project, 1500 words, 40%.

HEG2417 YOUNG PEOPLE AND SOCIAL POLICY

Campus Footscray Park.

Content The subject aims to analyse social policy that impacts on young people and the process of its formation and implementation. It will focus on policy as a context and limitation to professional practice. A detailed analysis of a specific area of youth policy will be undertaken.


**Subject Hours** Thirty Nine Hours for one semester

**Assessment:** A group presentation giving analysis of a specific area of youth policy 40%, A paper of 3000 words proving a critical and contextual analysis of a specific area of youth policy.

**HEG4218 PROFESSIONAL PRACTICE FOR YOUTH DEVELOPMENT**

**Campus** Footscray Park

**Content** This subject will enable students to develop and review a framework for professional practice in youth development work. It will provide an analysis of practice tools such as group work and case management and develop the principles of reflective practice.

**Required Reading**

**Recommended Reading**

**Subject Hours** Thirty Nine Hours per semester

**Assessment:** A journal of a period of practice 40%. A reflective paper analysing the student’s practice with young people: 4,000 words, 60%

**HEG4217 INTRODUCTION TO INTERACTIVE MULTIMEDIA**

**Campus** Footscray Park

**Prerequisite(s)** Basic skills in operating a Microcomputer, and familiarity with Windows 2000 personal computer operating system, Internet Browsers and Microsoft Office 2000 products including Powerpoint and Word.

**Content** This 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.

**Required Reading**

**Subject Hours** Three hours per week over one semester.

**Assessment** Multimedia Prototype 40%; Class assignment, 60%

**Recommended Reading**

**HEG4218 RESEARCH PROJECT IN MULTIMEDIA**

**Campus** Footscray Park

**Prerequisite(s)** HEG4217 Introduction to Interactive Multimedia; HEG4221 Internet Applications; or equivalent.

**Content** This subject is an independent study that involves the analysis, design, development, implementation and evaluation of an educational Multimedia issue presented in the form of a research report.

**Recommended Reading**

**Subject Hours** Three hours per week over one semester.

**Assessment** Research Report 100%.

**HEG4219 CD & DVD-ROM COURSEWARE PRODUCTION**

**Campus** Footscray Park

**Prerequisite(s)** HEG4217 Introduction to Interactive Multimedia or equivalent.

**Content** This subject aims at providing necessary skills and knowledge required for multimedia design and production. Participants will be introduced to CD/DVD-ROM based interactive multimedia in education, hardware, and software tools required for multimedia production, and the authoring systems. They will undertake an education multimedia project integrating elements of both instructional and interface design. Multimedia standards, resources on the web, cost, copyright issues, and legal considerations in multimedia distribution will be discussed.

**Required Reading**

**Subject Hours** Three hours per week over one semester.

**Assessment** Workshop, 30% project, 70%

**HEG4220 ADVANCED MULTIMEDIA & WEB PROGRAMMING**

**Campus** Footscray Park

**Prerequisite(s)** HEG4217 Introduction to Interactive Multimedia; HEG4222 Interactive Web design and Publishing or equivalent.

**Content** This course is designed to explore recent innovations in web-based multimedia for publishing materials on the WorldWide Web. The course will move from the basics of animation through the
use of graphics, integrating video, audio and on to advanced interactive multimedia features provided by Flash/Director in creating highly interactive interface designs. It will also provide opportunities to work in team environment in designing curriculum materials and educational projects and carrying them through to completion.

**Required Reading**

Software learning notes will be provided by the lecturer.

**Recommended Reading**


**Subject Hours**

Three hours per week over one semester.

**Assessment**

Web project, 80%; documentation, 20%.

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**HEG4221 INTERNET APPLICATIONS**

**Campus** Footscray Park.

**Prerequisite(s)**

Basic skills in operating a Microcomputer, and familiarity with Windows 2000 personal computer operating system. Internet Browsers and Microsoft Office 2000 products including Powerpoint and Word.

**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 webs, scripting www documents, nettiquette, ethics of electronic communication and social aspects of computer mediated communication.

**Recommended Reading**


**Subject Hours**

Three hours per week for one semester.

**Assessment**

Preparation of a report, 60%; weekly practical exercises, 40%.

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**HEG4222 INTERACTIVE WEB DESIGN & PUBLISHING**

**Campus** Footscray Park.

**Prerequisite(s)**

HEG4221 Internet Applications or equivalent.

**Content**

Participants will learn how to create hypermedia documents in HTML, the formatting language used by the World Wide Web and acquire skills in Basic web design with a focus on coding web pages.

**Required Reading**

Software learning notes will be provided by the lecturer.

**Recommended Reading**


**Subject Hours**

Three hours per week over one semester.

**Assessment**

Website development 60%, Lab Exercise 40%.

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**HEG4245 WORKPLACE LEARNING 1**

**Campus** Footscray Park.

**Prerequisite(s)**

Nil.

**Content**

This subject offers experienced educators and trainers the opportunity to study models and processes of supervision and mentoring in the workplace. Drawing on this knowledge, participants will develop supervisory or mentoring processes within their organisation. The subject focuses on the participants as facilitators of employee development programs and on the processes of action research to define and refine their performance.

**Required Reading**

as advised by lecturer

**Recommended Reading**


**Subject Hours**

Three hours per week for one semester.

**Assessment**

Presentation of project plan (2000 words), 40%; documentation of workplace project (3000 words), 60%.

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**HEG4246 WORKPLACE LEARNING 2**

**Campus** Footscray Park.

**Prerequisite(s)**

HEG4245 Workplace Learning 1; or equivalent.

**Content**

This subject offers experienced educators and trainers the opportunity to study models and processes of supervision and mentoring in the workplace. Drawing on this knowledge, participants will develop supervisory or mentoring processes within their organisation. The subject focuses on the participants as facilitators of employee development programs and on the processes of action research to define and refine their performance.

**Required Reading**

as advised by lecturer

**Recommended Reading**


**Subject Hours**

Three hours per week for one semester.

**Assessment**

Presentation of project plan (2000 words), 40%; documentation of workplace project (3000 words), 60%.

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**HEM655 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 School 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 normally be the supervisor. An oral examination may also be required. 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 of the corresponding methods of data analysis 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 the researcher in collecting qualitative data will be discussed along with the relevant theoretical and empirical literature, analysis, study in a practical context involving data collection using an appropriate range of data collection methods. 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 School 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 As advised by lecturer


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%.

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.
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.

HER8507 RESEARCH THESIS

Campus Footscray Park. Overseas partnership location
Prerequisite(s) Satisfactory completion of the coursework.

Content A dissertation proposal will be developed and defended. It is expected that the thesis will be of significance to the profession and the field. 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 up 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.
HER8509 RESEARCH THESIS (PART-TIME) (THAILAND)

Campus Footscray Park, Sunbury.
Prerequisite(s) Satisfactory completion
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 up 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.

HER8510 POLICY CONTEXT OF PROFESSIONAL PRACTICE

Campus Footscray Park., offshore partnership locations.
Prerequisite(s) Nil
Content Tradional 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 36 hours for one semester.
Assessment A 5000-word report of an analysis of a small group of educators in a particular setting (depending on the relevant context the number investigated may be only one person). The aim will be to (a) identify the significant issues that have impacted on the professional life of those under investigation and indicate how these relate to the literature on professional development and growth; and, (b) identify those aspects of the professionals' context which would be of relevance in planning for professional development of the people. Issues from (a) above as well as expressed needs and needs implied through an analysis of the context are to be considered.

HER8511 EDUCATION, TRAINING AND THE ECONOMY

Campus Footscray Park.
Prerequisite(s) Nil
Content An examination of the links between educational policy and the political economy of at least two countries, one being Australia. The key differences between the approaches to education and training in the countries will be explored, with reference to an international economic framework. Utilisation of knowledge of the relationship between the political economy and the development of educational policy in the work of educational leaders will also be explored.
Recommended Reading as advised by the lecturer.
Subject Hours 36 hours for one semester comprising a series of seminars/lectures and intensive workshop seminars.
Assessment A 5000-word comparative study of two policy orientations to Education and Training.

HER8512 ADVANCED STUDIES IN EDUCATION AND TRAINING

Campus Footscray Park
Prerequisite(s) Nil
Content The training needs of a flexible labour market are considered and related to an analysis of the participants in post compulsory education and training programs, models available for post compulsory education and training; issues involved in work-based education and training;and issues about assessing and credentialling work-based education and training.
Recommended Reading as advised by lecturer.

Subject Hours 36 hours for one semester comprising a series of lectures/seminars and intensive workshop sessions.

Assessment A 5000-word analytical essay on major developments in education and training in the western world.

HER8513 INVESTIGATING PROFESSIONAL PRACTICE 1

Campus Footscray Park.

Prerequisite(s) Nil.

Content Investigating Professional Practice 1, will focus on action research as a method for investigating (research) professional practice and workplace issues that impact on practice. Participants will be introduced to the history, traditions and philosophy of action research, especially as it applies in educational research and the development of professional practice. A small action research project into professional practice or a related issue will be carried out during the course of the semester.

Recommended Reading to be advised by lecturer


Recommended Reading


Subject Hours 36 hours for one semester comprising a series of lectures, case study presentations and workshop sessions.

Assessment A 5000-word report of the action research project 70% will be allotted according to the quality of the research and the written reports and 30% on the basis of oral presentations. If it is difficult or inappropriate to carry out such a project at your place of work a different location can be negotiated.

Subject Hours 39 hours for one semester comprising a series of seminar lectures, case study presentations and workshop sessions.

Assessment This course will be assessed on the completion of a 5000-word report of the action research project 70% will be allotted according to the quality of the research and the written reports and 30% on the basis of oral presentations. If it is difficult or inappropriate to carry out such a project at your place of work a different location can be negotiated.

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 'inservice 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 it 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 Vygotskian models of development. Implications of these for appraising needs as well as designing, implementing and evaluating programs are considered.

Recommended Reading to be advised by lecturer


Subject Hours 36 hours for one semester comprising a series of lectures/seminars and intensive workshop sessions.

Assessment Students will be required to plan their own professional development from the literature studied in a 5000-word report.

HER8515 INVESTIGATING PROFESSIONAL PRACTICE 2

Campus Footscray Park.

Prerequisite(s) Nil.

Content This subject builds on HER8514 and participants will actually undertake a study of professional practice in their own or a related workplace. The subject introduces a range of research designs and methods of data collection. The participants will also focus on preparation for the thesis stage of their program.

Readings as advised by lecturer


Subject Hours 363 hours for one semester comprising a series of seminars/lecturers and a set of intensive workshops.

Assessment A 5000-word research proposal which the emphasises possible approaches to professional development.

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FACULTY OF HUMAN DEVELOPMENT

HFG4000 UNDERSTANDING DEMENTIA: A MULTI-DISCIPLINARY PERSPECTIVE

Campus City Flinders, Off Campus.
Prerequisite(s) Nil.
Content Topics include: introduction to normal and pathological anatomy and physiology; understanding the social, political, economic impact of dementia; the course of dementia within a pathway's 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 behaviours in dementia.


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 (3,000 words), 70%.
To obtain a pass in this subject, students must obtain a pass or higher in both assessment components.

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.


Subject Hours Three hours per week for one semester comprising two one hour lectures and one one hour tutorial.
Assessment Life transition study, 40% Written assignment 60%

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.


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 30 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

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.
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.


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

**Assessment** Class assignments and written report, 100%.

**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 behaviours in dementia.

**Required Reading** Final Report Ministerial Task Force in Dementia Services in Victoria, October 1997, Dementia Care in Victoria Building a Pathway to Excellence, Melbourne, Aged, Community and Mental Health Division, Victorian Government Department of Human Services.


**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 (3,000 words), 70%.
interpersonal skills, effective responses to different behaviours, 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.

Required Reading

Recommended Reading

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

Assessment
One three-hour examination and one four-hour experience and observations (4,000 words), 60%.

To obtain a pass in this subject, students must obtain a pass or higher in both assessment components.

HFG4106 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 an institution. Students will be provided with subject criteria based upon the overall course objectives and the key aspects of the prerequisite subjects.

Required Reading
Nil.

Recommended Reading

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), 60%. To obtain a pass in this subject, students must obtain a pass or higher in both assessment components.

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.

Required Reading

Recommended Reading

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.

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 develop 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%.

### 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%.

### HFG5004 MINOR THESIS (FULL-TIME)

### HFG5004 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 review 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 may 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)

### HFG5005 COLLABORATIVE RESEARCH PROJECT (PART-TIME)

**Campus** City Flinders.

**Prerequisite(s)** HFG5001 Research Design in Aged Services Management; HFG5002 Literature Review in Aged Services Management; or equivalent.

**Co-requisite(s)** HFG5003 Graduate Seminars in Aged Services Management; or equivalent.

**Content** The Collaborative Research Project will provide an alternative to the individual minor thesis and will permit groups of two or three students to work together on a research project. The group will report on jointly conducted research which demonstrates the group’s ability to plan and carry out research including data selection and collection, interpretation and analysis and discussion in relation to relevant theoretical perspectives in aged services. Groups will be supervised by an academic member of staff and a professional in the aged care field who is expert in the selected area of research.

**Required Reading** To be negotiated between the group and supervisors.

**Subject Hours** Full-time students will be expected to spend approximately 12 hours per week over one semester in collaboration and/or individual research. Part-time students will be expected to spend, at least six hours per week over two semesters.

**Assessment** Written report, 100%. Each member of the group will be required to contribute approximately 8000–10,000 words towards the final report. Students working on Group projects must state clearly at the outset the anticipated contribution by each member. There must be evidence in presentations in HFG5003 Graduate Seminars in Aged Services Management that each member is contributing substantially to the research. Final submissions of the thesis must list clearly, the contribution made by each student/author. Examination of the written report will be conducted by two examiners who have not been involved in the research project; normally, one academic staff member and one external examiner who is an expert in the area of research.

### HFG5006 INDUSTRY BASED PROJECT (FULL-TIME)

### HFG5006 INDUSTRY BASED PROJECT (PART-TIME)

**Campus** City Flinders (on campus or off campus mode)

**Prerequisite(s)** Completion of the coursework component of the program.

**Content** Students will develop a proposal to reflect an area of investigation that has the potential to enhance their professional development and to contribute to the knowledge base within the aged care sector. Students will then implement a project such as the development of a manual, service programs, policy or a critical evaluation of services against standards and industry benchmarks. The topic that is chosen should allow the student to demonstrate the ability to define a problem, develop a methodology appropriate to the subject and apply it to the project criteria. Good data collection and analysis skills will need to be demonstrated. The project should also demonstrate a high level of written communication skills, made evident by the submission of a suitably formatted project in which the topic is described in detail, results, discussion and conclusion elaborated. Where possible, students will be encouraged to choose a project topic that would involve the collaboration of other staff within their place of employment. Students will nominate a supervisor in the workplace who will perform the role of a mentor/resource person. The supervisor will
liaise with the University Principal Investigator for the project. Student(s) may be required to attend seminar presentations, as specified by the supervisor at the commencement of the course.

Required Reading To be advised by supervisor.

Recommended Reading To be advised by supervisor

Support Materials: This should the approximate equivalent to 13 hours per week over one semester or 6.5 hours over two semesters.

Assessment: Project Report (15,000 – 20,000). 100%. Examination of the project will be by one internal academic staff member and one external examiner from an area of appropriate expertise.

HFR0001 ADVANCED QUANTITATIVE RESEARCH.

METHODS

Campus Footscray, St Albans, City Flinders Lane (as per student enrolment)

Prerequisite(s) one of HER0001 Introduction to Research Design and Methods; HFR0001 Introduction to Research Design and Methods; HPR0001 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%).

HFR0002 ADVANCED QUALITATIVE RESEARCH

METHODS

Campus Footscray, St Albans, City Flinders Lane

Prerequisite(s) HER0001 Introduction to Research Design and Methods; HFR0001 Introduction to Research Design and Methods; HNR0001 Introduction to Research Design and Methods; HPR0001 Introduction to Research Design and Methods; or equivalent.

Content This subject provides students with advanced knowledge and skills in qualitative research methodologies and procedures. Topics include: major paradigms and theoretical perspectives of qualitative research; major qualitative research methodologies eg ethnography, grounded theory, phenomenology, poststructural / critical research, action research, case studies etc. Technique and procedures of advanced skills in data collection including participant and non-participant observational strategies, individual and group interviewing techniques, and unobtrusive strategies such 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.


Subject Hours 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%).

HH46115 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.


Subject Hours Regular meetings with thesis supervisors.

Assessment One 15,000 – 20,000 word paper.

HH46116 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.


Subject Hours Regular meetings with thesis supervisors.

Assessment One 15,000 – 20,000 word paper.

HHC531 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
HHD4739 DIAGNOSTIC IMAGING 1

Campus City Flinders.

Prerequisite(s) Nil.

Content The aim of the subject is to teach students the theory underlying 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 recognise 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. Turnover processes. Vascular abnormalities. Metabolic and endocrine abnormalities incl. Osteoporosis and Pager’s disease. Soft tissue pathologies. Respiratory disease. Abdominal viscera and visceral disease.


Subject Hours One-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) HHD3579 Clinical Diagnosis & Management 2; or equivalent.

Content The aim of the subject is to teach students the theory underlying radiological examination modalities, 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. 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.

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.

**Assessment** Three hours per week for one semester comprising lectures and tutorials.

**Recommended Reading**

**Required Reading** To be advised.

**Subject Hours** Three hours per week for one semester comprising tutorials and workshops.

**Assessment**
- 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** To be advised.

**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.


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. A 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%.

HHH5265 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 evaluates what has been studied. The aim of the project is to provide students with the opportunity to apply their 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.

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.


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 ji jie), heat eliminators (qing re ji), purgatives (xie xia ji) and internal warming formulae (wen li ji).

Students will be provided with the opportunity to explore and understand the theoretical underpinnings of the representative formulae 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.


Subject Hours The equivalent of three hours per week for one semester comprising of lectures and tutorials.

HHH5135 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: tranquilising/sedation formulae (an shen ji), qi regulators (li qi ji), sue regulators (li xue ji), dampness resolving (qu shi ji) and wind damp eliminators (qa feng shi ji). Students will be provided with the opportunity to explore and understand the theoretical underpinnings of the representative formulae 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. Atention 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.


Subject Hours The equivalent of three hours per week for one semester comprising of lecture and seminar.
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)
HHH5225 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 Chinese herbal classifications; tonification formulae (bu yì ji), anti-asthmatic/asthmolytics (dǐng chuán jī/shou hua tan zhi hé), resuscitation formulae (kài qiao ji), dyspepsia relieving (xiào dào jiǎo) and astringents (shào liǎn jī). 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.

Required Reading

Recommended Reading
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 Gui Yao Lue. The traditional classifications and treatment of illnesses - gan mao, ke sou, fei wei, fei yong, xiao zheng, rest, shi liao and nutritional supplements.


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) HHI5225 Clinical Specialities (PCM) 3, HHI51501 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: menopauses, 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.


Subject Hours The equivalent of eight hours per week for one semester, comprising workshop practicums and case conferences.

Assessment Two practical assessments, satisfactory/unsatisfactory; one journal report of clinical practice undertaken by the student in consultation with an experienced practitioner of Chinese Herbal Medicine, satisfactory/unsatisfactory. Students will be required to gain a pass in all assessment components.


**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.

**HHL5022 GYNAECOLOGY AND OBSTETRICS FOR ACUPUNCTURISTS**

**Campus** St Albans &/or City.

**Prerequisite(s)** HHL5155 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 menopauses, 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; SF2739 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 the student 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, prevention 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 the actions, 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. Cytotoxic 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 selecting self-directed study from dedicated CD ROM and tutorials/workshops.

**Assessment** Written examination, 100%.

**HHL4939 RESEARCH 1**

**Campus** City Flinders.

**Prerequisite(s)** HHM3439 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 & two 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, acceptance of proposal 50% and ethics documentation, 50%

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**HHM6801 RESEARCH THESIS (PART-TIME)**

**Campus** Footscray Park.

**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 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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**HHM5049 NUTRITION AND DIET 2**

**Campus** City Flinders.

**Prerequisite(s)** HHL4028 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 recognize 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 HHL4029 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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**HHH5993 RESEARCH 2**

**Campus** City Flinders.

**Prerequisite(s)** HHL3439 Biometry 3; HHL4939 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 in 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 HHL3439 Biometry 3 and HHL4939 Research 2.

**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 thesis, 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, 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 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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**HHO4589 OSTEOPATHIC SCIENCE 4**

**Campus** City Flinders.

**Prerequisite(s)** HHO3569 Osteopathic Science 3; or equivalent.

**Content** The 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 this subject 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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**HHO5301 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**

**Recommended 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%.

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**HHO5501 OSTEOPATHIC SCIENCE 5**

**Campus** City Flinders.

**Prerequisite(s)** HHO4589 Osteopathic Science 4; or equivalent.

**Content** The subject aims to complete the teaching of osteopathic principles; 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 interpersonal 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.


**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%.

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**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 use 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.

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of Ethics. Advertising restrictions.


**Subject Hours** 10 hours per residential unit comprising lectures, tutorials and workshops.

**Assessment** 3000 word assignment, 30%; written examination, 70%.

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**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 articularatory, muscle energy and high velocity, low-amplitude thrust techniques, and to develop the palpatory skills needed for their 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. Articularatory 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

**Recommended Reading**
Di Giovanna E L and Schiowitz E 1991 *An Osteopathic Approach to Diagnosis and Treatment* Lippincott

**Subject Hours**
50 hours for residential unit 1 and residential unit 2, comprising lectures, practical labs and workshops.

**Assessment**
Practical & viva voce examinations, 100%.

**HHO5512 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.

**Required Reading**

**Recommended Reading**

**Subject Hours**
50 hours per residential unit 1 and residential unit 2 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, students will 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 predisposing, 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 postures, Gait, Occupational and environmental stressors. 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.

**Required Reading**

**Recommended Reading**

**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.
Diagnosis 1, HHC5531 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 system dysfunctions. Osteopathic differential diagnosis. Formulation of structured and sequenced treatment prescriptions arising from osteopathic diagnosis. Detection of somatic dysfunctions. Abnormalities of spinal mechanics: congenital, acquired and developmental. Osteopathic considerations in systemic dysfunction. Review of literature and manipulative therapy critique.

**Required Reading**

**Subject Hours** 15 hours per residential unit for both residential programs comprising lectures, tutorials and workshops.

**Assessment** Practical examination, 50%; assignment, 50%.

### HHP5620 ADVANCED CARDIAC CARE

**Campus** St Albans, Off Campus.

**Prerequisite(s)** Nil.

**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. This is compulsory.

**Assessment** Portfolio (100%) Normally, to obtain a pass in the subject all components of assessment must be successfully completed. If resubmission of the assignment or a supplementary examination is required for this subject, the total mark available for the task will be a maximum of 50%, and the overall grade for the subject will be no higher than pass.

### ADVANCED CARDIAC CARE

HHP5620 **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. This is compulsory.

**Assessment** Portfolio (100%) Normally, to obtain a pass in the subject all components of assessment must be successfully completed. If resubmission of the assignment or a supplementary examination is required for this subject, the total mark available for the task will be a maximum of 50%, and the overall grade for the subject will be no higher than pass.
HHP5680 ADVANCED PARAMEDICAL PRACTICE

Campus: St Albans, Off Campus.
Prerequisite(s): Nil.

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, femoral nerve blocks, venous cut-downs, 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.

Subject Hours: Seventy-eight hours over three semesters comprising lectures, tutorials, class discussions, and/or laboratories or equivalent for off campus students. For off campus students a residential school may be offered.

Assessment: Required Reading Portfolio (100%). Normally, to obtain a pass in the subject all components of assessment must be successfully completed. If resubmission of the assignment or a supplementary examination is required for this subject, the total mark available for the task will be a maximum of 50%, and the overall grade for the subject will be no higher than pass.

HHP5721 CLINICAL DIAGNOSIS AND HEALTH CARE INTERVENTION

Campus: St Albans, Off Campus.
Prerequisite(s): Nil.

Content: This subject is designed to introduce the student to independent clinical practice. The subject will explore diagnostic techniques, physical assessment and management of patients.

Required Reading: To be advised by lecturer.

Subject Hours: Seventy-eight 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: Portfolio (100%). Normally, to obtain a pass in the subject all components of assessment must be successfully completed. If resubmission of the assignment or a supplementary examination is required for this subject, the total mark available for the task will be a maximum of 50%, and the overall grade for the subject will be no higher than pass.

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: 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: Portfolio (100%). Normally, to obtain a pass in the subject all components of assessment must be successfully completed. If resubmission of the assignment or a supplementary examination is required for this subject, the total mark available for the task will be a maximum of 50%, and the overall grade for the subject will be no higher than pass.

HHP5761 REMOTE HEALTH PRACTICE

Campus: St Albans, Off Campus.
Prerequisite(s): Nil.

Content: This subject will build on the health practitioner's health assessment skills and prepare them for the provision of patient assessment and extended health care in remote and isolated community/work sites. Topics such as wound and soft tissue injury care and rehabilitation, viral and bacterial infection identification and treatment, medical evacuation and general community health care will be covered. Students will review legal and ethical medical issues relating to functioning as a sole health practitioner in conjunction with medical consultation.

Required Reading: To be advised by lecturer.

Subject Hours: Seventy-eight 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: Portfolio (100%) Normally, to obtain a pass in the subject all components of assessment must be successfully completed. If resubmission of the assignment or a supplementary examination is required for this subject, the total mark available for the task will be a maximum of 50%, and the overall grade for the subject will be no higher than pass.

HHP5820 CLINICAL STUDIES IN AVIATION MEDICINE

Campus: 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: Portfolio (100%) Normally, to obtain a pass in the subject all components of assessment must be successfully completed. If resubmission of the assignment or a supplementary examination is required for this subject, the total mark available for the task will be a maximum of 50%, and the overall grade for the subject will be no higher than pass.

HHP5863 ADVANCED PARAMEDICAL PRACTICE 1

HHP5862 ADVANCED PARAMEDICAL PRACTICE 1 (PART-TIME)

Campus: Off 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.

Required Reading: To be advised by the lecturer.

Subject Hours: Seventy-eight hours per semester for one semester or twenty six hours per semester over two semesters, comprising, tutorials, class discussions, laboratories and scenarios or equivalent for off campus students. For off campus students a residential school may be offered.
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.

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

**Subject Hours** Fifty two hours per semester for one semester.

**Assessment** Portfolio (100%) Normally, to obtain a pass in the subject all components of assessment must be successfully completed. If resubmission of the assignment or a supplementary examination is required for this subject, the total mark available for the task will be a maximum of 50%, and the overall grade for the subject will be no higher than pass.
develop a portfolio that is applicable to concept of the emergency services’ environment and related to paramedicine, health care and/or emergency practice. Students in association with the subject lecturer(s) are to negotiate and develop the content of this subject and relate it to emergency service or health practice. Further, in consultation with the course co-ordinator and subject lecturer(s), students may use the content of approved subjects taught at University level and apply the content to their professional development while relating it to the context of their individual professional practice.

**Recommended Reading**
To be advised by lecturer

**Subject Hours**
Fifty-two hours for one semester.

**Assessment**
Negotiated Portfolio (100%). Normally, to obtain a pass in the subject all components of assessment must be successfully completed. If resubmission of the assignment or a supplementary examination is required for this subject, the total mark available for the task will be a maximum of 50%, and the overall grade for the subject will be no higher than pass.

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**HHP7400 POST GRADUATE PROJECT A**

**Campus**
St Albans, Off-campus

**Prerequisite(s)**
Nil

**Content**
The post graduate is designed to provide an environment for the student where they can integrate practical and workplace understanding specifically related to general practice in either paramedicine, health services and/or emergency services. Students are to undertake a project that has been agreed to by the course co-ordinator and subject lecturers within the post-graduate area. The project should be innovative and may allow the student to use information and content of subjects presented at post graduate level that are related to their actual or developing practice or for lecturers and students to individually develop the content of the project. In either case, the project must be related to a practice prospective. The project will be presented in the form of a portfolio with the content and assessment negotiated between the student and course or subject co-ordinator.

**Required Reading**
To be advised by lecturer

**Recommended Reading**
To be negotiated.

**Subject Hours**
Fifty-two hours for one semester.

**Assessment**
Negotiated Portfolio (100%). Normally, to obtain a pass in the subject all components of assessment must be successfully completed. If resubmission of the assignment or a supplementary examination is required for this subject, the total mark available for the task will be a maximum of 50%, and the overall grade for the subject will be no higher than pass.

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**HHP7500 POST GRADUATE PROJECT B**

**Campus**
St Albans, Off-campus

**Prerequisite(s)**
Nil

**Content**
The post graduate project is designed to provide the student with the ability to investigate within an environment that is uniquely outside a hospital setting allowing the student to develop and integrate practical and clinical understanding specifically related to this practice. Students are to undertake a project that has been agreed to by the course co-ordinator and subject lecturers within the post-graduate area. The project should be innovative and applicable to out of hospital practice. Student should consider the use information and content of subjects presented at post graduate level that are related to out of hospital practice or for lecturers and students to individually develop the content of the project. In either case, the project must be related to a practice prospective. The project will be presented in the form of a portfolio with the content and assessment negotiated between the student and course or subject co-ordinator.

**Required Reading**
To be advised by lecturer

**Recommended Reading**
To be negotiated.

**Subject Hours**
Fifty-two hours for one semester.

**Assessment**
Negotiated Portfolio (100%). Normally, to obtain a pass in the subject all components of assessment must be successfully completed. If resubmission of the assignment or a supplementary examination is required for this subject, the total mark available for the task will be a maximum of 50%, and the overall grade for the subject will be no higher than pass.

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**HHR0001 INTRODUCTION TO RESEARCH DESIGN AND METHODS**

**Campus**
Footscray Park, St Albans, City Flinders Lane

**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.

**Recommended Reading**

Subject Hours Two hour seminar and one hour tutorial per week for one semester.
Assessment A research proposal, and/or approved assignments related to research literature and processes in professional practice (3000 words for Graduate Diploma students; 5000 words for Masters, PhD students) 100%.

HHT5001 ADVANCED CHINESE MEDICINE CLINICAL PRACTICE I
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.


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.

HHT4039 PSYCHOLOGY AND SOCIAL SCIENCES 2
Campus City Flinders.
Prerequisite(s) HHS3019 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 as well as introduction to psychopathology. 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 as well as an understanding of psychopathology. 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, placebo and expectations, description and categories of pain, managing acute and chronic pain, multicomponent pain treatment.

Required Reading Communication skills, the psychology of pain and psychopathology 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 Semester 1: Assignment (videotape) 50%. Semester 2: written exam 25%, written report 25%.

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.

HHT5002 RESEARCH PROJECT
Campus St Albans.
Prerequisite(s) HHR8001 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.


Subject Hours
The equivalent of 65 hours for one semester comprising of seminars, independent research and mentorship.

Assessment
The presentation of one scholarly paper of 4000-5000 words, on an approved CM topic, suitable for publication in an academic/professional journal (100%).

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.

Required Reading

Recommended Reading

Additional reading as directed by the lecturer.

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.

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.

HHU4129 CLINICAL PRACTICUM 4

Campus City Flinders.

Prerequisite(s) HHU3129 Clinical Practicum 3; or equivalent.

Co-requisite(s) HHU4779 Clinical Diagnosis and Management 3; HHU4589 Osteopathic Science 4; HHU4639 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 ads 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.

HM5101 INTERVIEW AND ASSESSMENT METHODS IN MENTAL HEALTH CONTEXTS

Campus St Albans/Off-Shore

Prerequisite(s) Nil.

Content
Development of advanced interviewing skills with consumers and families; Development of advanced assessment skills with consumers and families; Advanced psychiatric mental status examination; Standardised assessment instruments, including consumer self-assessment; Advanced risk assessment; Concept of history giving (by the consumer) as opposed to history taking; Culturally sensitive interviewing and assessment; Recovery focused interviewing and assessment methods.

Required Reading

Recommended Reading

Subject Hours
The equivalent of three hours per week for one semester organised according to the teaching mode used.
HNM5102 COGNITIVE BEHAVIOUR THERAPY IN SEVERE MENTAL ILLNESS I

Campus St Albans/Off-Shore

Prerequisite(s) Nil

Content Theoretical background of cognitive behaviour therapy; Principles of cognitive behaviour therapy in mental health; Critical analysis of the interprofessional use of cognitive behaviour therapy in severe anxiety and depression in mental health settings; Interprofessional application of cognitive behaviour therapy in people with severe anxiety and depression in mental health settings; Culturally sensitive cognitive behaviour therapy in severe anxiety and depression; Consumer self-determination in cognitive behaviour therapy; Recovery focused cognitive behaviour therapy.


Subject Hours The equivalent of three hours per week for one semester organised according to the teaching mode used.

Assessment: Critical analysis paper 65% (2700-2900 words) Class presentation 35% Objective Simulated Clinical Assessment (Ungraded: Pass/Fail)

HNM5103 EVIDENCE BASED PRACTICE

Campus St Albans/Off-Shore

Prerequisite(s) Nil

Content Accessing and using evidence based data bases; Appraising a systematic review of the literature; Utilise basic statistics for appraisal of systematic reviews, including statistical significance, chance, probability, confidence intervals, pitfalls in analysis; Appraising the professional application of a meta analysis to an aspect of professional practice; Recovery from mental illness that enhances consumer self determination and social connectedness; Culturally sensitive evidence based professional practice.


Subject Hours The equivalent of three hours per week for one semester organised according to the teaching mode used.

Assessment: Essay about evidence based practice 35% (1800-2000 words). Appraisal of a systematic review of the literature on a nominated topic 65% (2700-2900 words)

HNM5104 FIELDWORK: MENTAL HEALTH PRACTICE

Campus St Albans/Off-Shore

Prerequisite(s) Nil

Content Student will undertake 120 hours of clinical practice and engage in reflective practice with a mentor. One 3-hour introduction to the subject.


Assessment: Written assignment 65% (2700-2900 words) Class presentation 35% Simulated interview and assessment activity (Ungraded: Pass/Fail)
Assessment Case management study, comprising (a) Interview and assessment 40% (1900-2100 words); (b) Case management report 60% (2800-3000 words). Achievement of clinical competencies (Upgraded: Pass/Fail)

HNM5205 PSYCHOPHARMACOLOGY IN HEALTHCARE CONTEXTS 1

Campus St. Albans/Off-Shore
Prerequisite(s) Nil
Content Overview of brain structure and brain biology; Psychopharmacology — selection and administration of psychoactive medications, their pharmacodynamics and pharmacokinetics; Polypharmacy, drug interactions and adverse drug reactions, and implications for clinical practice; Overview of neuroleptic medications in mental health settings; Indications for, action of, side-effects, and clinical implications of using anxiolytic and antidepressant medications in mental health settings; Implications of tolerance, dependence and withdrawal for clinical practice; Legislation about medications; Prescriptive authority; Culturally sensitive use of psychopharmacology; Consumer self-determination in psychopharmacology; Recovery focused psychopharmacology.


Subject Hours The equivalent of three hours per week for one semester organised according to the teaching mode used.

Assessment One 2-hour written examination 45% Case study 55% (2400-2600 words)

HNM5206 MENTAL HEALTH PROMOTION

Campus St. Alburns/Off-Shore
Prerequisite(s) Nil

Subject Hours The equivalent of three hours per week for one semester organised according to the teaching mode used.

Assessment One 2-hour written examination 45% Case study 55% (2400-2600 words)

HNM5207 PSYCHOPHARMACOLOGY IN HEALTHCARE CONTEXTS 2

Campus St. Alburns/Off-Shore
Prerequisite(s) HNM5205 Psychopharmacology in healthcare contexts 1
Content Antipsychotic and mood stabilising medications; Strategies to deal with side-effects; Polypharmacy, drug interactions and adverse drug reactions, and implications for clinical practice; Overview of psychotropic medications in mental health settings; Indications for, action of, side-effects, and clinical implications of using anxiolytic and antidepressant medications in mental health settings; Implications of tolerance, dependence and withdrawal for clinical practice; Legislation about medications; Prescriptive authority; Culturally sensitive use of psychopharmacology; Consumer self-determination in psychopharmacology; Recovery focused psychopharmacology.


Subject Hours The equivalent of three hours per week for one semester organised according to the teaching mode used. 10 hours working with consumers

Assessment Critical case study 40% (2000-2200 words) Written critique of ‘brokerage’ with intersectoral agencies 60% (2800-3000 words)

**Subject Hours** The equivalent of three hours per week for one semester organised according to the teaching mode used.

**Assessment** Written proposal about establishing cognitive behaviour therapy program 45% (2200-2400 words) Critical analysis paper 55% (2500-2700 words) Objective Simulated Clinical Assessment (Ungraded: Pass/Fail)

**HHU5129 CLINICAL PRACTICUM 5**

**Campus** City Flinders.

**Prerequisite(s)** HHD4779 Clinical Diagnosis and Management 3; HH04589 Osteopathic Science 4; HHU4129 Clinical Practicum 4; HHY4639 Pathology 3; or equivalent.

**Co-requisite(s)** HHD5739 Clinical Diagnosis and Management 4; HH05509 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 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 wholistic 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 30 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 practical/oral examinations.

**HHW5305 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.


**HHW5115 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%.

**HHW5135 CLINICAL PRACTICUM (WHM)**

**HHW5135 CLINICAL PRACTICUM (WHM)**

**Campus** St. Albans.

**Prerequisite(s)** Nil.

**Content** The clinical practicum is 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 Medicine practitioners in their private clinics or other suitable agencies. The clinical setting will provide opportunities for the
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.

**Required Reading**

**Subject Hours**
- 39 hours for one semester.

**Assessment**
- Assignment, 50%; oral assessment, 50%.

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**HHW5145 HERBAL THERAPEUTICS 2**

**Campus**
- City Flinders.

**Prerequisite(s)**
- HHW5125 Herbal Therapeutics 1; or equivalent.

**Content**
- 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.

**Required Reading**

**Subject Hours**
- 39 hours for one semester.

**Assessment**
- Examination, 50%; assignment, 50%.

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**HHW5165 MATERIA MEDICA 3**

**Campus**
- City Flinders.

**Prerequisite(s)**
- HHW5105 Materia Medica 1; 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 applications will also be covered. Attention will be given to simple laboratory separation procedures and quality control.

**Required Reading**

**Subject Hours**
- 39 hours for one semester.

**Assessment**
- Examination, 50%; assignment, 50%.
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; ageing; polypharmacy; social relationships and ageing.

**Required Reading**


**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%).

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### HNA5002 GERONTOIC 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, cardio-vascular 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.

**Required Reading**


**Recommended Reading**


**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%).

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### HNA5003 GERONTOIC 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 age thinking; health promotion; consent; decision making; carer issues; elder abuse.

**Required Reading**


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### HNE5001 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 hypovolaemia; 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: 70% (2500 - 3000 words); Examination: Theory 30%; Clinical Journal Satisfactory/Unsatisfactory

HNE5003 EMERGENCY NURSING STUDIES 3

Campus: St Albans, Off Campus.

Prerequisite(s): HNE5001 Emergency Nursing Studies1; HNE5002 Emergency Nursing Studies 2; or equivalent.

Content: As there are a variety of role expectations 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: Handic 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: 100% (3000–3500 words); Clinical Journal Satisfactory/Unsatisfactory (1000–1500 words).

**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).

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**HN M 6210 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 be a piece of scholarly work.

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**HN M 5001 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.


**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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**HN M 5002 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.


**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% (2500 –3000 words).

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**HN M 5003 CANCER NURSING STUDIES 3**

**Campus** St Albans, Off Campus.

**Prerequisite(s)** HNM 5001 Cancer Nursing Studies 1; HNM 5002 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.


**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).
HNM5004 NURSING MANAGEMENT 1

Prerequisite: Nil
Campus: St Albans

Content: This subject provides senior nurses with educational opportunities to explore the role of a nurse manager and to develop their knowledge base and clinical expertise in the field of nursing management at a ward or unit level.

Required Reading
- Recommended Reading

Subject Hours: The equivalent of three hours per week for one semester organized according to the teaching module used.

Assessment: Examination: 30%, Essay/Assignment: 60% (2000-2500 words), seminar presentation 10%

HNM5005 NURSING MANAGEMENT 2

Prerequisite: HNM5004 Nursing management 1
Campus: St Albans

Content: This subject builds on the content covered in Nursing Management 1. The subject aims to expand further on the knowledge gained in previous studies. It aims to encourage students to examine management at ward/unit level critically, and to generate and apply specialised knowledge of human resources management through the process of linking theoretical knowledge with their nursing practice.

Required Reading
- Recommended Reading

Subject Hours: The equivalent of three hours per week for one semester organized according to the teaching module used.

Assessment: Examination: 30%, Essay/Assignment: 60% (2000-2500 words), seminar presentation 10%

Subject Hours: The equivalent of three hours per week for one semester organized according to the teaching mode used.

Assessment: Presentation (equivalent 2000 words) 40%, Written Assignment (2500 to 3000 words) 60%

**HN M5010 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/carer and models of care in maternity services are explored.


**Subject Hours** Three hours per week or equivalent.

Assessment Issue presentation (30%); written assignment (70%)

**HN M5011 PRIMARY CARE MIDWIFERY**

**Campus** St Albans.

**Prerequisite(s)** Nil.

**Content** This is an integrated midwifery theory and practice subject. The subject is predicated on similar underlying philosophical and conceptual frameworks as the subject Primary Care Midwifery, however, the emphasis is on problems that may arise during childbearing and the collaborative role of the midwife. A selected group of problems and the appropriate obstetrical interventions and midwifery care will be examined. The role of the midwife working with women, and babies needing extra care, in collaboration with other members of a multidisciplinary team will be addressed, as will the advocacy role of the midwife.

**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 Albans.
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.
Subject Hours Three hours per week or equivalent.
Assessment Issue presentation (50%); written assignment (50%).

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; ACMI Competency Standards for Midwives (1998).
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.

HNM6101 DISEASE PROCESSES OF DIABETES MELLITUS
Campus City/Goonawarra Medical Centre.
Prerequisite(s) Nil.
Content Epidemiology and pathophysiology of Diabetes Mellitus; Gross physiology relating to Diabetes Mellitus with emphasis on the liver and pancreas, insulin, glucagon and the counter regulatory hormones, and autoimmune responses; Cellular metabolism of lipids, carbohydrates and proteins; Changes in physiology relating to exercise, with focus on impact to metabolic functions; Aetiology of diabetes complications including hypoglycaemia, diabetic ketoacidosis and hyperosmolar non-ketotic coma.
Required Reading Reading material are currently being devised.
Subject Hours 36 Hours Semester.
Assessment: Exam 50% Workbooks/tutorial reports 50%.

HNM6102 ADVANCED CLINICAL ASSESSMENT
Campus City.
Prerequisite(s) Nil.
Content A Multicultural society – Australians of Aboriginal and non-Aboriginal heritage; The phenomenon of culture and maintenance of values; The diversity of health-related schema in Australian society: personalistic, naturalistic and biomedical; The process of acculturation and partial acculturation; Determining congruence between client and professional Explanatory Models; Approaches to health assessment; Growth and measurement, physical examination techniques and equipment; Mental status assessment; Physical systems assessment, including the interpretation and integration of pathological results; Lifestyle practices and social situation assessment in relation to health needs.

**Subject Hours:** 36 Hours semester

**Assessment:** 50% Workbook, 50% Case history and presentation

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**HNM602 PSYCHOLOGY OF HEALTH AND ILLNESS**

**Campus:** City campus

**Prerequisite(s):** Nil

**Content:** Core psychological processes including managing anxiety and fear, experiencing grief and loss, negotiating dependence and independence; Psychological processes in the experience of illness at onset and diagnosis; Challenges posed by serious and chronic illness and the psychological processes underlying coping, adaptation and health maintenance; Special issues for children, adolescents, the aged, and for families when facing serious and chronic illness; Core counselling principles and skills and their application in a healthcare setting: Commonalities and differences between counselling and patient education; The implications of individual coping strategies, lifestyle factors and counselling principles and skills for patient education and behavioural change; Identifying the need for specialised psychological or mental health intervention and initiating a referral process.

**Recommended Reading**


**Subject Hours:** 18 hours

**Assessment:** Written reflection/analysis based on counselling skills exercises (1500 words) 25% Written paper: Analysis of psychological aspects of a clinical vignette, considering psychological theory and research, and implications for practice (3500 words) 75%

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**HNM603 FUNDAMENTALS OF DIETETIC SCIENCE**

**Campus:** City/Goonawarra Medical Centre

**Prerequisite(s):** HNM6100 Disease Processes of Diabetes Mellitus

**Content:** A clinical approach to medical nutrition, utilizing current evidence-based practice relating to Diabetes Mellitus; Energy utilization in the body, with reference to carbohydrates, fats and protein; Performing a dietary assessment; A balanced diet – evaluation and implementation; The role of vitamins, minerals, and electrolytes in nutrition; Meal planning, including adaptation for lifestyle and socioeconomic circumstances; Food labelling, glycemia index, use of artificial sweeteners, and fat diets in diabetes; Alcohol and diabetes; Eating disorder management within the context of diabetes mellitus, including obesity and weight loss; Cultural issues in nutrition which impact on diabetes; Navigating dietary changes.

**Recommended Reading**

- Reading material are currently being devised
- **Required Reading**

**Subject Hours:** 18 hours

**Assessment:** Case study and presentation 60% Tutorial reports 40%

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**HNM601 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.

**Recommended Reading**


**Recommended 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 (1000 words) 40% Written Assignment on a selected theoretical approach to counselling 60% (2000 words)

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**HNM602 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 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(s) 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.
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.
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, 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 one-hour tutorial.

Assessment Group project which includes a class presentation, 40%; analysis of a case study or practice issue – 2500 words, 60%.

HNM6800 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 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 students supervisors.

Assessment The thesis will normally be assessed by at least two expert examiners from an appropriate area of expertise.

HNM6801 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 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 students supervisors.

Assessment The thesis will normally be assessed by at least two expert examiners from an appropriate area of expertise.

HNM5001 NEUROSCIENCE NURSING STUDIES I

Campus St Albans, Off Campus.

Prerequisite(s) Nil.

Content The topics for this unit of study include: Pathophysiological disease and processes relating to neuromedical and neurosurgical conditions. Perspective in Neuroscience Nursing such as major changes in health care delivery and implications for Neuroscience patients and nursing practice, the continuum of care and models of neuroscience nursing practice. Assessment and evaluation of neuroscience patients such as diagnostic procedures and laboratory tests for neuroscience patients including anatomical and physiological imaging techniques of the brain, cerebrospinal fluid and spinal procedures, cerebrovascular studies, testing of special senses and nervous system electrical activity and conduction. General and Specific Considerations of Neuroscience Nursing in nutritional support, fluid and electrolytes, pharmacological management, behavioral and psychological Responses to Neurological Illness. The subject also include Management of Unconscious Patient including theory and management of ICP, management of patients undergoing neurosurgical procedures, management of patients with injury to the neurological system, e.g. cranioencephalocranium injury, cerebral and spinal cord injuries, peripheral nerve injuries, back pain, inner-vertebral disc injury and multiple trauma with neurological complications.


Subject Hours Three hours per week for one semester comprising two two-hour lectures and one hour tutorial.

Assessment Neurological Case Study Assignment 30% (2000 – 2500 words); Seminar Presentation 25%;Examination 30%; Clinical Journal 15% (1000 – 1500 words); Students must pass each component of the assessment, including the clinical journal in order to pass this subject.

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HNN 5002 NEUROSCIENCE NURSING STUDIES 2

Campus St Albans, Off Campus.
Prerequisite(s) Nil.

Content This subject provides the participants with advanced knowledge in advanced neuropathophysiology and understanding the complexity of patients with tumors of the neurological system including principles and treatment utilizing both surgical and medical approaches. Cerebrovascular diseases such as transient ischaemic attacks and ischaemic stroke and various classifications of cerebral aneurysms are discussed. The subject also include nursing management of patients with headaches, seizures in terms of classification and identification of epilepsy, infections of the nervous system including meningitis, encephalitis and other viral organisms. Neurological conditions relating degenerative processes and cranial nerve disorders are discussed. Psychological, organic and physical considerations of Alzheimer’s disease, Multiple Sclerosis, Myasthenia Gravis, Parkinson’s Disease, Guillain Barre Syndrome are also included in this subject.


Subject Hours Three hours per week for one semester comprising two hour lectures and one hour tutorial.

Assessment Neurological Case Study Assignment 30% (1500 – 2000 words); Neurological Workbook Log 20% (1000 – 1500 words); Examination 35%; Clinical Journal 15% (1000 – 1500 words). Students must pass each component of the assessment, including the clinical journal in order to pass this subject.

HNN 5003 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, minieri’s disease, glossopharyngeal neuralgia and amyotrophic lateral sclerosis are included in this subject.


Subject Hours Three hours per week for one semester comprising two hour lectures and one hour tutorial.

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.

HNO3001 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; musculo-skeletal assessment; traction application and management; POP and synthetic casting application and management; pathophysiology and clinical assessment of musculo-skeletal 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


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.

HNO3002 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; radiographic studies; multi-disciplinary team approach and 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.

**Required Reading**


**HN5001 PAEDIATRIC 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, cardiac-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**


**HN5002 PAEDIATRIC 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**

to achieve their contractual clinical learning. Clinical Project: 80% (3000 – 3500 words); Clinical Journal 20% (1500 – 2000 words).

HNR001 INTRODUCTION TO RESEARCH DESIGN AND METHODS

Campus St Albans, Footscray Park, Flanders Lane, Distance Education

Prerequisite(s) Nil.

Content This content 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%.

HSN 5001 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%).
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 psychological, social and spiritual interventions currently in place. This subject also examines the legal and ethical context in which substance use and treatment occurs.

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%; class presentation, 40%.

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 competencies 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%.

HNU5001 HEALTH AND DEVELOPMENT OF THE YOUNG FAMILY

Campus St Albans.

Prerequisite(s) Nil.

Content The subject is developed within a wholistic model of health and emphasises the connections between all aspects of human experience. Semester 1: Principles and application of primary health. The role of the Maternal and Child Health Nurse in a culturally diverse society; development and maintenance of the therapeutic relationship; working in a multidisciplinary team; utilising the principles of community development. The well woman (pregnancy, post partum and early parenting years). Health maintenance; role transition. Determinants and processes of normal child physiological growth and development 0-6 years. Assessment skills and processes with children 0-6 years; screening tools; critical observation; documentation; referrals; Physiological growth and developmental deviations, delays and dysfunctions. Promotion and maintenance of health and well being of children and their families. Nutritional requirements of the child 0-6 years; breast feeding; formula feeding; balanced and appropriate diet. Immunisation processes. Semester 2: Theory and application of key social and behavioural models, including Erikson, Piaget, Bandura, Brazelton, Chess and Birch, Ainsworth, Calwell etc. Separation and attachment theory. Determinants and processes of normal child psychosocial, and cognitive growth and development 0-6 years. Developmental deviations, delays and dysfunctions. Family dynamics; assessment and support. Parenting skills. Sexuality. Interventions for families and groups with special needs, including NESB, single parents; children with developmental delays and/or disability; post partum depression; family dysfunction.


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 Albas.

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, documentation and referrals. Immunisation issues within the school and wider community.

Semester 2: Role transition to adolescence and adulthood: relationships; individuality. Sexualities. Promotion and maintenance of health and well being of young people and their families in a range of community settings, including rural locations. Mental health issues. Developmental deviations, delays and dysfunctions. Social issues of concern, including child abuse, substance abuse, early school leavers, youth unemployment. Building healthy school communities; ethical, legal and political issues within the school community. Leadership, roles and relationships within a multidisciplinary team.


URL: http://www.allh.org.au

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%).

HNU5003 PSYCHOSOCIAL ISSUES OF THE FAMILY

Campus St Albas.

Prerequisite(s) Nil.

Content This subject takes a lifespan perspective of family development and considers intergenerational and cross-cultural issues as 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/wellness 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.


URL: http://www.allh.org.au

Assessment Class presentation (35%); written assignment (65%).

HNU5004 HEALTH PROMOTION AND EDUCATION

Campus St Albas.

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.


**Websites**
- Australian Centre for Health Promotion http://www.acchp.health.usyd.edu.au/index.html,

**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.

**Recommended Reading**

**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.

**Required Reading**

**Recommended Reading**

**Websites**

**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%).

**HPA0001 SPORT IN AUSTRALIA**

**Campus** Distance Learning

**Prerequisite(s)** Nil.

**Content** This subject introduces students to the development and implementation of the Athlete Career and Education Program in Australia, with a special emphasis on key sporting organisations in Australia and the support services and programs that exist for elite athletes. The subject also examines the organisational and management structure of sport within Australia with a focus on key aspects of the National selection process and protocol for athlete representation at national and international sporting events. The content of this subject is equivalent to that of an on-campus unit with 39 class contact hours per semester.

**Required Reading**

**Recommended Reading**

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

**Assessment** Essay or equivalent (50%); case report (50%).
HPA0002 COUNSELLING ISSUES IN ATHLETE CAREER AND EDUCATION

Campus Distance Learning
Prerequisite(s) Nil
Content This subject introduces students to key theories in career counselling and to the process of effective counselling and communication. Although many aspects of skilled counselling are applicable across a diverse range of settings and situations, the focus of this unit is on these interpersonal and counselling skills as they relate most practically to issues specific to athlete career and education. The subject will also identify some of the common critical issues experienced by athletes, such as transition from elite sport, injury and other personal crises, and will examine the means by ACE providers can assist the athlete to design strategies to deal with such life issues. Understanding the role of the parent, or significant others, as athlete support will also be examined, with the aim of developing in students an appreciation of how key people in an athlete’s life can work together to form an integrated support system for the athlete. The content of this subject is equivalent to that of an on-campus unit with 39 class contact hours per semester.


Subject Hours Thirty-nine hours for one semester.

Assessment Essay or equivalent (50%); case report (30%); journal (20%).

HPA0003 THE ATHLETE CAREER AND EDUCATION PROGRAM

Campus Distance Learning
Prerequisite(s) HPA0001 Sport in Australia; HPA0002 Counselling Issues in Athlete Career and Education; or equivalent.
Content This subject introduces students to a range of athlete training and instruction opportunities that exist within an ACE program, and to appropriate administration and assessment strategies to support their work in athlete career and education management. The subject will also cover key components of the educational system and the business sector as they relate specifically to effective athlete education and career planning. The content of this subject is equivalent to that of an on-campus unit with 39 class contact hours per semester.


Subject Hours Thirty-nine hours for one semester.

Assessment Vocational assessment task (50%); report (30%); case presentation (20%).

HPA0004 ATHLETE CAREER AND EDUCATION PRACTICUM

Campus Distance Learning
Prerequisite(s) HPA0001 Sport in Australia; HPA0002 Counselling Issues in Athlete Career and Education; HPA0003 The Athlete Career and Education Program; or equivalent.
Content This subject provides students with an opportunity to observe and participate in the implementation of ACE programs within a sports industry setting. Under supervision, students will engage in career and education counselling interactions with athletes, and undertake training in effective report writing and case presentation. Students will also gain training in occupational health and safety as it relates to a sporting environment. The content of this subject is equivalent to that of an on-campus unit with 39 class contact hours per semester.


Subject Hours Thirty-nine hours for one semester.

Assessment Log book (50%); Case study presentation (50%).

HPA0005 PROFESSIONAL CONDUCT AND ETHICS IN SPORT

Campus Distance Learning
Prerequisite(s) HPA0002 Counselling Issues in Athlete Career and Education; HPA0003 The Athlete Career and Education Program; HPA0004 Athlete Career and Education Practicum; or equivalent.
Content This subject introduces students to the primary means by which professions govern the behaviour of helping professionals by seeking to ensure quality treatment and reduce the potential for harm to clients, through the establishment and implementation of professional codes of ethics. Each of the major helping professions has its own code of ethics, but the essential elements and functions of the codes are consistent across professions. Specific areas covered in the subject include: promoting the welfare of athletes, avoiding harm, maintaining professional competency, peer supervision, protecting confidentiality and privacy, avoiding exploitation or conflict of interest, and upholding the integrity of the ACE profession. The content of this subject is equivalent to that of an on-campus unit with 39 class contact hours per semester.
Competitive sport: retirement of rebirth?

Career death of collegiate athletes: Involuntary and unanticipated sport of Sport, 20


Subject Hours Thirty-nine hours for one semester.

Assessment Internet search (20%); case report (30%), exam (50%).

HPA0006 ADVANCED COUNSELLING SKILLS

Campus Distance Learning

Prerequisite(s) HPA0002 Counselling Issues in Athlete Career and Education; HPA0004 Athlete Career and Education Practicum; HPA0005 Professional Conduct & Ethics; or equivalent.

Content This subject builds on the knowledge and skill base of students that was developed in HPA0002: Counselling Issues in Athlete Career and Education. Topics covered include: the counsellor-client relationship, developing a personal counselling style; crisis intervention; looking after the needs of the counsellor, and working with diversity in sport. The content of this subject is equivalent to that of an on-campus unit with 39 class contact hours per semester.


Subject Hours Thirty-nine hours for one semester.

Assessment Workshop role play (30%); journal (20%); exam (20%).

HPA0007 TRANSITIONS IN SPORT

Campus Distance Learning

Prerequisite(s) HPA0003 The Athlete Career and Education Program; HPA0005 Professional Conduct & Ethics; or equivalent.

Content During the course of their involvement in sport, athletes may experience a number of transitions. Among the more common transitions encountered by athletes are injury, deselection, sport career termination, and age and skill related changes in competition standards. All of these types of transitions in sport may require considerable personal adjustment. This subject examines in detail the range of causes and consequences of sport career transition within a lifespan developmental framework. Specific topics covered in the subject include: transitions within a sporting career, injury-based transitions, retirement from sport, athlete identity, transferable skills, career transition interventions, and transitions in special populations.


Subject Hours Thirty-nine hours for one semester.

Assessment Literature Review or equivalent (50%); case report (50%).

HPB5202 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.

HPB5203 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. In the construction of this exercise students will be expected to demonstrate familiarity and competence with the major concepts and skills of project management, and 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 one semester comprising three one hour lecture/seminar or equivalent.
Assessment: Stage contract - proposal, 20%; interim report, 10%; final report, 50%; presentation 20%. 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.
Subject Hours: Three hours per week for one semester comprising one three-hour lecture.
Assessment: Essay, 100%.

HPC5002 GRIEF EDUCATION: PRACTICES AND STRATEGIES
Campus: City Flinders, St Albans.
Prerequisite(s): Nil.
Content: This subject will provide an overview of relevant grief education practices and strategies in the field of grief education within Australia and internationally. The role of the professional in developing education strategies which impact on the development of an individual’s personal, professional growth and health will be addressed. The aims of the subject are to review selected and relevant practices and strategies of grief education which impact on the development of individuals, groups and/or the community; introduce students to the diversity of educational practices across cultures; and provide an understanding of and skills in grief education planning, presentation and teaching methods to facilitate the teaching/learning process for individuals and small groups.
Required Reading: To be advised by lecturer.
Subject Hours: Three hours per week for one semester comprising one three-hour lecture/seminar.
Assessment: Report (3000–4000 words), 100%. Students will be required to identify a particular area of education relevant to their field of practice and develop a brief proposal outlining the topic, the audience, and proposed method of instruction and present a one-page description of their intended project before commencing work on the report.
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 (i) 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/seminar.

Assessment Bibliographic exercise (maximum 1500 words), 40%; essay (maximum 3000 words), 60%.

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 (eg 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 practise 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.

HPG5010 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 acclimatisation; 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%.

HPG5011 PHYSIOLOGY TESTING AND EVALUATION

Campus Footscray Park.
Prerequisite(s) Nil.

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%.

HPG5016 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, bones and joints; (ii) chronic pain management; (iii) low back pain: spinal surgeries including laminectomies, fusions, discectomies and pain management;
Exam (30%); end of semester examination (60%).

Assessment

Required Reading


Recommended Reading


Subject Hours

Two hours of lectures per week for one semester.

Assessment

Attendance and participation (10%); Mid-semester exam (30%); end of semester examination (60%).
Required Reading


Recommended Reading

Subject Hours: Two hours per week for one semester.

Assessment: attendance and participation (20%) practical test 20%, written assignment (30%), oral presentation (40%).

**HCP502I BIOMECHANICS FOR REHABILITATION**

**Course Title:** Biomechanics for Rehabilitation

**FACULTY OF HUMAN DEVELOPMENT**

**Campus:** City Flinders Lane.

**Prerequisite(s):** Nil.

**Content:**

This 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.

**Required Reading:**


**Recommended Reading:**


**Assessment:** Final examination (70%) and assignment (30%).

**HCP503I PHYSIOLOGICAL TESTING FOR REHABILITATION**

**Course Title:** 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.

**Required Reading:**


**Recommended Reading:**


Subject Hours Two hours per week for one semester. 
Assessment attendance & participation (10%), Laboratory reports (60%) practical examination, (30%) 

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 plates, 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 connective tissues, anatomy, 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%). 

HPG5042 MUSCULO-SKELETAL 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, bones and joints; (ii) chronic pain management; (iii) low back pain: surgical injuries including laminections, fusions, disectomies and pain management; (iv) arthritis: osteo, rheumatoid, gout, ankylosing spondylitis; (v) osteoporosis; (vii) stroke (cerebro-vascular accident): musculo-skeletal deficits; (viii) knee and shoulder reconstructions; (ix) knee and hip replacements; (x) detrimental effects of long term inactivity and bed rest.


Subject Hours Two hours of practical work per week for one semester. 
Assessment: 10% attendance and participation, 30% mid-semester examination, 60% end-semester examination.

HPG3043 QUANTITATIVE AND QUALITATIVE RESEARCH DESIGN AND METHODS FOR PRACTITIONERS
Campus Footscray Park
Prerequisite(s) Nil.
Content The subject content will include content on (i) sampling and analytic methods for quantitative and qualitative research; (ii) questionnaire design and evaluation; (iii) determination of validity and reliability of research designs; (iv) development of ethics applications; (v) evaluation of research designs of published papers.
HPG5080 BIOMECHANICS OF HUMAN MOVEMENT

**Subject Hours**

Nil.

**Prerequisite(s)**

HPG5069 Introduction to Rehabilitation Fieldwork; or equivalent.

**Co-requisite(s)**

HPG5070 Exercise for Rehabilitation Fieldwork; 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%.

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**HPG3081 BIOMECHANICS TESTING AND EVALUATION**

**Campus**

Footscray Park.

**Prerequisite(s)**

Nil.

**Co-requisite(s)**

HPG5080 Biomechanics of Human Movement; or equivalent.

**Content**

This subject aims to promote an understanding of the variety of laboratory and field skills used in the biomechanical 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: isokinetic dynamometry; electromyography; anthropometric techniques; force platforms; videography; goniometry.

**Required Reading**

To be advised by lecturer.

**Recommended Reading**


**Subject Hours**

Two hours of practical per week for one semester.

**Assessment**

Laboratory workbook, 40%; laboratory theory examination, 30%; laboratory practical examination, 30%.

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**HPG5100 APPLIED PSYCHOLOGY OF SPORT AND EXERCISE**

**Campus**

Footscray Park.

**Prerequisite(s)**

Nil.

**Content**

This subject aims to: introduce students to a model of the application of sport psychology; familiarise students with a range of assessment and skill training techniques in applied sport psychology; encourage students to apply these techniques to their chosen sporting contexts; invite students to critically consider the underlying theoretical base and research support for these procedures. The subject will include the following topics. Introduction to subject: A model of psychological skills training in sport; initial psychological skills assessment. Goal setting: technical, tactical, physical, psychological. Stress management: stress, anxiety and arousal; arousal and performance. Stress management: anxiety and its measurement. Stress management: cognitive and somatic stress management techniques. Imagery: theory and research on mental practice and imagery. Imagery: measurement, techniques and uses. Self-confidence: theory and research on self-confidence and self-efficacy. Self-confidence: measurement and enhancement techniques. Attention and concentration: theory and research, including attentional style. Attention and concentration: measurement and techniques to develop attentional capacities. Energisation: theory, research and techniques. Construction of sport specific and individualised psychological skills routines; ongoing review and modification of the program. Issues and problems in applied sport psychology (e.g adherence, crisis intervention, ethics).

**Required Reading**

Subject Hours Two hours of lectures per week for one semester.
Assessment Essay, 50%; final examination, 50%.

HPG5310 COUNSELLING AND COMMUNICATION SKILLS
Campus Footscray Park.
Prerequisite(s) Nil.
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%.

HPG5320 NUTRITION AND DIET FOR PERFORMANCE
Campus Footscray Park.
Prerequisite(s) Nil.
Content This subject aims to: provide students with the theoretical knowledge underlying sound nutritional practices for exercising individuals; enable students to give sound advice and guidance to athletes and exercising individuals regarding diet and their performance. The subject will include the following topics. The basic diet. Energy for performance: substrate and the anaerobic production of energy; substrate and the aerobic production of energy; energy requirements for activities and sports. The training diet: athlete's requirements; ideal training diet. Fluids: fluid loss during exercise. Competition diets: endurance activities and sports; short duration events; intermittent exercise; ‘loading’. Ergogenic aids. Alternative diet strategies. Diet and performance. Diet for recovery. Diet for healthy ageing.
Subject Hours Two hours of lectures per week for one semester.
Assessment Major assignment, 60%; minor assignment, 20%; examination, 20%.

HPG5330 APPLIED ETHICS: SPORT AND EXERCISE
Campus City Flinders, Footscray Park.
Prerequisite(s) Nil.
Content This subject is designed to develop an awareness and appreciation of the ethical dimensions of sport administration, coaching/teaching, officiating and participation. It is also designed to develop an ability to analyse the ethical components of many issues, policies, practices and relationships within sport so that functioning within those contexts will be ethically informed.
Required Reading To be advised by lecturer.
Subject Hours Two hours per week for one semester comprising one two-hour lecture / seminar or equivalent.
Assessment Test, 20%; case study project, 40%; research paper, 40%. All components of assessment must be satisfactorily completed.

HPG5340 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-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%.

HPG5350 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
FACULTY OF HUMAN DEVELOPMENT

**Required Reading**

- Setting, physical, psychological, technical. Motivation, intrinsic-extrinsic, goal orientations, self-efficacy, goal particularly in the transitions which occur during rehabilitation; loss; coping with chronic pain; stress management, anxiety and lifecrisis, life development; coping with injury; dealing with grief and instances they are part of a team which includes clinical and primary psychological care of rehabilitation clients because in most understanding of the psychological aspects of rehabilitation. It is not 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.

**Prerequisite(s)**

- Nil.

**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%.

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**HPG5150 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 in addition to seventy hours (2 weeks) of field contact.

**Required Reading**

- Be advised by lecturer.

**Subject Hours**

- Eight hours of seminars in total for one semester.

**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 to receive a satisfactory grade. 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.

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**HPG5350 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 student 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, lifecrisis, 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**


**Subject Hours**

- Two hours per week for one semester.

**Assessment**

- Major assignment, 100%.

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**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; pass 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.

**HPG6004 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 systems. 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 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%.

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**HPG6001 EXERCISE PRESCRIPTION FOR CARDIORESPIRATORY AND METABOLIC CONDITIONS**

**Campus** Footscray Park.

**Prerequisite(s)** HPG5017 Cardiorespiratory and Metabolic Physiology for Rehabilitation; or equivalent.

**Content** Exercise prescription for the following conditions: (i) cardiac pathophysiology and rehabilitation: ischemic, myocardial, pericardial and valvular disease, heart failure, hypertension; (ii) pulmonary diseases: asthma, chronic bronchitis and emphysema, pneumocnia, bronchiectasis, cystic fibrosis, tuberculosis, respiratory distress syndrome, acute respiratory tract infections; (iii) metabolic conditions: obesity, diabetes, chronic fatigue syndrome, anemias.


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**HPG6002 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%).

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**HPG6003 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.


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**POSTGRADUATE SUBJECT DETAILS**
HPM5006 RECREATION/SPORT RESEARCH AND INVESTIGATION (OFFSHORE ONLY)

Campus: Hong Kong
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.


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.

HPM5104 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 undertake practical experience in the recreation field. The opportunity to apply theoretical knowledge gained in the course is provided and candidates can 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.


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.

HPM5205 FACILITY MANAGEMENT AND DESIGN

Campus: Footscray Park.
Prerequisite(s): Nil
Content: The aim of this subject is to: make students aware of the principles of recreation facility design and maintenance in a range of recreation settings; inform students about maintenance and development processes in the management of existing recreation facilities; and critique design and maintenance features. The subject will be based on an exploration of the following topics. Needs assessment techniques and the use of standards in recreation facility design. Basic considerations in the development of specialised facilities. Planning principles and procedures in relation to resource provision and financial management. Access and design requirements for specific population groups. Safety issues in facility design and maintenance. The relationship between facility design and service delivery. Legal issues and statutory requirements in facility design. Maintenance management requirements for a variety of facilities, e.g. outdoor areas, playgrounds, parks, aquatic facilities, indoor facilities, arts and cultural facilities. Redevelopment and design of multi-purpose facilities.

Required Reading: To be advised by lecturer.

Recommended Reading: (CPD Recreation Planning Services 1984, Public and Private Sector Co-operation. Provision of Leisure Facilities and Services. Some Ideas, Department of Youth, Sport and Recreation, Melbourne. The Department of the Environment (UK) 1983, Development and Operation of Leisure Centres (Selected Case Studies), Her Majesty’s Stationery Office, London. Department of Tourism and Recreation 1974, Leisure – A New Perspective, AGPS, Canberra (see paper by J. Clark), Department of Youth, Sport and Recreation 1983,

**Subject Hours** Threethree hours per week for one semester comprising one three-hour seminar/lecture.

**Assessment** Assignments (mid-term report), 25%; individual/group presentation, 25%; progressive assessment (final report), 50%.

**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.


**Subject Hours** Three hours per week for one semester comprising one three-hour lecture.

**Assessment** Investigative report, individual, group and community development, 35%; tutorial presentation, group/individual, 25%; major research paper, Leisure Education in Action, 40%.

**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 area. It will examine the broad range of roles, challenges, and client populations facing recreationists 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.


**Subject Hours** Three hours per week for one semester comprising one three-hour lecture/semiar.

**Assessment** Philosophy paper, 35%; research paper/project, 35%; applied paper/presentation, 30%. All components of assessment must be satisfactorily completed.

**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.


CHALLENGES

DISABILITY AND SOCIETY: ISSUES AND

Campus

Footscray Park.

Prerequisite(s)

Nil.

Content

This subject will provide an overview of the issues, challenges, trends, and concerns currently being faced by individuals involved in the area of recreation and disability. It will apply theoretical constructs in social psychology to the field of recreation and disability. Particular attention will be placed on articulating and summarising the controversies and conflicting viewpoints impacting future directions of the field. Students will be encouraged to develop a personal position on each topic. Content areas to be studied include professional credentials, professional preparation, development and implementation of professional standards, professional boundaries, normalisation, and integration issues. Attitudes, aggression, attribution, motivation, and self processes.

Required Reading

To be advised by Lecturer.

Recommended Reading


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.

HPM5001 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, client documentation, activity modification, client documentation, activity modification, and ethical considerations.

Required Reading

To be advised by the lecturer.

Recommended Reading


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.

Required Reading

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.

Required Reading

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

Assessment
The credibility of the proposed program is established and

HPM6020 SPORT AND RECREATION MANAGEMENT
PROJECT DEVELOPMENT
(Full-time Only)
Campus Footscray Park, City Flinders/Off shore
Prerequisite Completion of the Graduate diploma in Sport Recreation Management (or equivalent) - 1st year coursework year of the Masters Program.

Content
The subject aims to work in close association with students to: Examine the development of contemporary project management theories, processes and practices and the application of these to the sport and recreation management industry; Decide on a relevant investigation and development management project focus that aims to extend the learning of the student, and has applicability to the sport and recreation industry; Prepare and develop a project brief that will form the basis of the final Sport and Recreation Management Investigation Report.

Required Reading
To be advised by the Lecturer each semester.

Recommended Reading


Subject Hours
The equivalent of 3 hours per week over one semester organised according to the teaching mode used.

Assessment
Project Brief (70%), Presentation of project brief proposal to Masters Advisory Panel (30%). Each component of this subject must be satisfactorily passed before progressing to the Report and Development phases of the Masters programme.

HPM6021 SPORT AND RECREATION MANAGEMENT
INVESTIGATION (FULL-TIME)

HPM6022 SPORT AND RECREATION MANAGEMENT
INVESTIGATION (PART-TIME)
Prerequisite Completion of the Graduate Diploma in Sport and Recreation Management of equivalent) – 1st year coursework year of the Masters program.
Campus Footscray Park, City Flinders, Off-shore

Content
The aim of this subject is to produce a thorough and comprehensive investigatory report on a management strategy, issue, concept or future management development in the sport and recreation industry. The final report will be a paper of no less than 8,000 and not more than 12,000 words. It will report on an independently conducted investigation that demonstrates the students’ ability to clearly define and develop a specific focus on a selected sport and recreation management issue, to undertake a detailed contemporary literature search and review the relevant theoretical and applied literature on the management issue area. The final report requires the student to effectively and efficiently discuss the selected management issue, thereby developing a position statement or proposing a new approach to be applied. Adequate
investigatory data, the scope of the project management and analysis skills should also be clearly demonstrated. The final report will be based on the components of the project brief development and approved through the subject – HPM 6020 - Sport and Recreation Management Project Development.

Required Reading

**Recommended Reading**
To be advised by the Lecturer / Professional Advisory Mentor

**Subject Hours:**
Preparation of the HPM 6601 (Full-time) Sport and Recreation Management Investigation Report 36 hours for one semester OR HPM 6602 (Part-time) Sport and Recreation Management Investigation Report 18 hours for two semesters in consultation with a Professional Advisory Mentor.

**Assessment:**
Assessment of the project report will be conducted by an examiner with expertise and/ or associated experience in the sport and recreation management industry, who will be appointed by the Course Co-ordinator on the advice of the Sport and Recreation Course Committee. The final report will be graded according to Victoria University Postgraduate Grading System – S = Pass, N = Fail, or L = Resubmission permitted.

Full details of the Master Degree in Sport and Recreation Management (Project Management) or Coursonwork by Minor Thesis are available at www.staff.vu.edu.au/PeterKalmund

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**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 collection, 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.

**Required Reading**

**Subject Hours**
HPM6007 Syndicate Research Project (full-time), nineteen hours per week for one semester; HPM6008 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 35000 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.

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**HPR8000 RESEARCH THESIS (FULL-TIME)**

**HPR8100 RESEARCH THESIS (ARTS BASED) (FULL-TIME)**

**HPR8200 RESEARCH THESIS (SCIENCE BASED) (FULL-TIME)**

**Campus**
City Flinders, Footscray Park.

**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 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 or performance 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.
HPR8010 RESEARCH THESIS (PART-TIME)

HPR8100 RESEARCH THESIS (ARTS BASED) (PART-TIME)

HPR8200 RESEARCH THESIS (SCIENCE BASED) (PART-TIME)

Campus City Flinders, Footscray Park.

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 organisations; Managing staff teams and development of culture, leadership, facilitation, coaching and motivation in sport and recreation organisations; Learning organization, processes and practice; Total quality management – principles, processes and practice; Contemporary changes in sport and recreation organisations; Management and business monitoring and evaluation.


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.

HPS5102 SPORT AND RECREATION STRATEGIC MARKETING

Campus City Flinders/Footscray Park/Offshore

Prerequisite(s) Nil

Content The content of the subject will review marketing concepts 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 settings; 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.


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.
FACULTY OF HUMAN DEVELOPMENT

HPS5103 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.
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.

HPS5104 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 of 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 ISSUES

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.
Content This subject consists of two units: Unit A: Anatomy for Acupuncturists, and Unit B: Clinical Features of Disease.
Unit A: Anatomy for Acupuncturists. The musculo-skeletal system: bone structure organisation of the axial and appendicular skeleton; joints; muscular system; principal skeletal muscles; muscles and movement; Anatomical substructures 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.
SBM550 NEUROLOGICAL AND NEUROMUSCULAR DISORDERS FOR EXERCISE REHABILITATION
Campus Footscray Park
Prerequisite(s) HPG5041 Functional Anatomy or equivalent
HPG5042 Musculo-Skeletal Physiology for Rehabilitation or equivalent
Content The subject content will include (i) mechanisms of injury and repair in neurological and neuromuscular tissue; (ii) spinal cord and peripheral nervous system injury; (iii) acquired brain injury; (iv) stroke (cerebrovascular accident); (v) neurological and neuromuscular deficits; (vi) multiple sclerosis; (vii) Parkinson's disease; (viii) muscular dystrophy; (ix) mitochondrial myopathies; (x) cerebral palsy; (xi) ageing; (xii) detrimental effects of long term inactivity and bed rest.
Subject Hours Two hours of lectures per week for one semester.
Assessment Case studies (x3) 100%.

SBM5610 CLINICAL NUTRITION
Campus Footscray Park
Prerequisite(s) HPG5041 Functional Anatomy or equivalent
HPG5017 Cardiorespiratory and Metabolic Physiology for Rehabilitation or equivalent
Content The subject content will include (i) an overview of human nutrition; (ii) assessment of nutritional status; (iii) nutritional implications specific to obesity, diabetes, cardiovascular diseases, arthritic conditions, osteoporosis, central, spinal and peripheral neuropathies, psychiatric diseases; and (iv) dietary treatment aspects of these conditions.
Recommended Reading To be advised by lecturer
Subject Hours Two hours of lectures per week for one semester.
Assessment Case studies (x3) 100%.

SBF515 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, excetration, pharmacoecinetics, 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 pathological 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, sphygmomonometer; differentiation of DVT pain and
other pain; palpitation 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 X-rays and computerised tomography (CAT) scans.

Required Reading  

**Recommended Reading**  

**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**  
**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%).
Recognition of Learning - Pathways, Credit Transfer and RPL/RCC

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 credentialed 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-credentialed 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 Recognition of Prior Learning or credits for subjects within that course.

Victoria University has established the following processes to facilitate the recognition of learning achieved outside the University: Pathways, Credit Transfer Process, and Recognition of Prior Learning. 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' describes 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/ Mutual Recognition
Students who have already successfully completed any of the subjects/modules in the course in which they are enrolling may be eligible for credit transfer. Under Mutual Recognition, Victoria University will recognise Qualifications and Statements of Attainment issued by any Australian Registered Training Organisation.

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.

Recognition of Prior Learning (RPL) or Recognition of Current Competency (RCC)
Recognition of Prior Learning (RPL) or Recognition of Current Competency (RCC) is an assessment process whereby the learning that students have achieved through study and life/work experience is matched against the learning that would be covered in specific subjects/modules/competencies.

Applications
Students who believe that they are eligible for RPL/RCC are advised to begin the application as soon as they are enrolled. Students applying for RPL/RCC 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. Students are encouraged to discuss their application with their teacher/lecturer before it is submitted. Departments will provide information about the evidence that is required for the RPL/RCC application.

The University will endeavour to process RPL/RCC applications as soon as possible. Processing time depends on the complexity of the application but should take no more than four weeks.

Fees
An Assessment Fee may be charged where an external board/party is involved in the RPL/RCC assessment process.
A fee will apply to fee for service clients.
TAFE applicants will be notified of any applicable fees when they collect their application form.

Notification
Applicants will receive in writing the results of their application for credit or RPL/RCC 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/RCC 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:
(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 2003.

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 2003.

Prospective articulating students for TAFE courses need to submit an application directly to the TAFE Division of the University.
Admission, Enrolment and 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 unlawful discrimination.

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. 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 Faculty and TAFE Handbook.

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. 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 Handbook.

Generally, selection is based on academic merit and by the course which appear in the relevant Faculty and TAFE admission, are included with the detailed descriptions of each course, including specific prerequisites for admission. The main criterion for selection to Degree applicants to successfully complete the course to which they have been admitted. 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.

Course Pathways

Victoria University offers a broad range of courses from bridging and preparatory programs to PhDs. It is committed to establishing multiple entry and exit points enabling students to start in a program that best meets their needs and exit with the qualification that will assist them to realise their vocational and educational aspirations.

Victoria University has created many formally approved (or standardised) course pathways. Course pathways allow you to proceed from one course to another. In some cases course pathways may offer the student guaranteed entry or credit toward their preferred exit qualification.

Alternative Entry at Victoria University

The University offers alternative entry programs that will provide for selection on criteria other than the ENTER. The Portfolio Partnership Program will be available in 2003.

Portfolio Partnerships Program

Victoria University is committed to strengthening partnerships with schools and communities in its local region. The Portfolio Partnerships Program is an alternative entry scheme available to students in participating secondary schools in the Western Metropolitan, Sunbury and Macedon regions and mature age applicants who live in this region. Selected courses are included in the program and provide opportunities for students with strong vocational commitment and the potential to succeed at university in their selected course to submit a portfolio of evidence. This gives the applicant an opportunity to provide additional information related to their goals and achievements, previous studies, work experience, skills, personal qualities as well as examples of work and other evidence that indicates a commitment to the proposed area of study.

To enquire about the Portfolio Partnerships Program contact the Centre for Commencing Students on (03) 9688 4110 or by email at ccs@vu.edu.au or visit the web site at www.vu.edu.au/ccs

Student Compact

Existing students of the University may request to have a Student Compact which will identify their learning pathway from their existing course of study to other courses to which they aspire. 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 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 telephone: (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 may 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:

• 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.
Applicants whose difficulties occurred only during their last year of secondary studies must use the Victorian Tertiary Admission Centre ‘VTAC Chronic Circumstances Application Form for Current Year 12 Students’. Students who are not current year 12 applicants, but who meet any of the above criteria should complete the ‘VTAC Pi form for Non-Year 12 Applicants’. Applicants wishing to apply on the above basis should contact the relevant Faculty, or the Centre for Commencing Students for further information on individual course requirements. Some individual courses have supplementary information forms that can also be completed.

Applicants with a disability or chronic medical condition should also complete the above relevant forms and any individual course supplementary information forms. Persons with a disability or chronic medical condition are encouraged to contact the relevant Faculty, School, Department of the University, or the Centre for Commencing Students to discuss any potential difficulties, hazards and individual course requirements inherent in their proposed course. In these discussions, any special needs of applicants can be discussed 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 their specific needs and potential individual support requirements with Disability Services however Disability Services is not involved in selection or application processes. All applicants with a disability are encouraged to declare their disability on enrolment forms and should register with Disability Services as soon as possible after enrolling in their course. Phone (03) 9365 2193 or via email disability@vu.edu.au.

Aborigines 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 Indigenous Services on (03) 9365 2228 or via email equity@vu.edu.au.

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 postgraduate 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, undergraduate and postgraduate course information. Information sessions are conducted in the evenings and on weekends for prospective students that provide information and advice about return to study or career options, application procedures, alternative entry schemes and an overview of the University environment.
A resource area 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: ccs@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, email 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:

Student Administration at Offshore locations

The Centre for Graduating Students and Education Abroad provides the student administration services for all offshore programs for both sectors. The University has partnerships with several organisations to enable programs to be delivered in offshore teaching sites such as Bangladesh, China, Hong Kong, Korea, Malaysia, New Zealand, Singapore, Thailand, and Vietnam.

Centre for Graduating Students and Education Abroad

Telephone: 61 3 9365 2846
Fax: 61 3 9365 2853
Email: offshoreadmin@vu.edu.au
Website: www.vu.edu.au
Located: Room 4C, 141, St Albans Campus

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) to 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 website at: www.vtac.edu.au.

Persons applying through VTAC should note that the VTAC rules, by which the University is bound, provide 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 newsagents and the web: www.vtac.edu.au).

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 website: www.vu.edu.au/admissions. 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 re-admission) 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 may 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 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).

If a direct applicant has undertaken previous tertiary studies the applicant must attach a certified copy of the full transcript of his or her academic record(s) obtained at the previous institution(s). Please do not send original documents.

Subject Credits and Advanced Standing

Credit for Previous Tertiary Studies

Students who have completed subjects or units at another tertiary institution may be granted credit for equivalent subjects in Victoria University courses. A subject credit will allow a student an exemption from a course subject, while the value of that subject will still be counted towards their award.

Applications for credit for previous tertiary study must be accompanied by certified documentary evidence of the subjects passed, together with details of these subjects for comparison with the Victoria University course. Please note that the University may seek information from the other tertiary institutions about the applicant.

Partial Exemptions

In some cases where a student is ineligible for full credit from a particular subject, partial exemption may be granted whereby the student is allowed to undertake less than the full normal study or assessment requirements to be credited with a pass.

Where partial credit has been approved, this will be taken into account in calculating the HECS liability which the student incurs for the subject.

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 StudentAdmin@vu.edu.au or to any Enrolment Management Branch office on campus. Enrolment enquiries from students studying offshore should be directed to offshoreadmin@vu.edu.au.

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 a late enrolment fee and where appropriate, a reinstatement fee. 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
An enrolled student 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.
Victoria University is committed to protecting and maintaining the privacy, accuracy and security of your personal information and complies with the University's published privacy policies, commitments, guidelines and procedures, which conform to and support all privacy obligations that bind the University. 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 Enrolment Management without delay of any errors or amendments using an Enrolment Amendment Form.

Enrolment Amendment forms are available from Enrolment Management, Faculty, TAFE School and/or Campus offices. They may be lodged at the Enrolment Management Branch 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 Enrolment Management Branch.

In addition, University ID cards may be used to operate photocopiers 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 Enrolment Management Branch 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 subject(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 an Enrolment Management Branch 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, Omission or Withdrawal Form, obtain approval from the Faculty or Department responsible for administration of the course, and lodge the approved form at Enrolment Management. 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 Enrolment Management. 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 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 for a specified period of time (whether that time is measured in terms of course stages or in terms of calendar time).

**Leaves of Absence (Continuing Students)**

Leaves 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, Deferral or Withdrawal form available from Enrolment Management or the relevant Faculty, School or Campus offices.

**Undergraduate and Postgraduate Courses**

A completed Application for Course Leave of Absence, Deferral 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 the Enrolment Management Branch.

**Personal Details**

Students who change their name, address or emergency contact should do this in writing by completing a Personal Details Amendment form available from Enrolment Management offices.

Students requiring a change of name must produce documentary evidence (e.g. marriage certificate, statutory declaration) in addition to completing a Personal Details Amendment form.

**Fees and Charges**

Fee enquiries may be directed to Student.Fees@vu.edu.au or to any Enrolment Management office.

Students are required to pay all the fees for which they have been assessed including the General Services Fee, Building Levy and TAFE tuition fees or accept HECS liability after lodging an enrolment form. 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 Services 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 2003 the General Services Fee (GSF) for students other than full fee paying students will be:

- For enrolment in higher education subjects: $2.61 per 0.01 equivalent full-time student unit.
- For enrolment in technical and further education subjects: $0.362 per student contact hour (SCH).
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.
• A building levy of $20 for students in receipt of a youth allowance at the time of enrolment.
• A building levy of $4 for students enrolled in Industrial Skills Training Centre part courses

Students enrolled in any following TAFE course classification are exempt from liability to pay that part of the GSF charge that exceeds the SCHs specified below:
• VCE Students, 338 SCHs;
• Student in Traineeship & Apprenticeship Programs, 242 SCHs;
• Tuition fee concession students (AUSTUDY), 375 SCHs;
• Students exempt from Tuition Fees, 48 SCHs;
• Students enrolled in Industrial Skills Training Centre part courses, 72 SCHs.

Student enrolled in either higher education or TAFE courses for delivery by off campus mode are exempt from liability to pay any part of the GSF above $17.

Note that the 2003 fees quoted above are subject to Council approval and may change.

PAYMENT OF FEES IS REQUIRED ON THE DATE OF ENROLMENT.

Students who are experiencing financial difficulties and are unable to complete payment of their fees on time should seek advice from Enrolment Management or the Student Services Branch.

TAFE tuition fees are levied in accordance with State Government Policy.

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 Refund form where they believe they are entitled to such a refund.

A sum of $10.00 is retained from refunds of the General Services Fee.

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 $57.00 minimum TAFE 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 student year of course.

HECS Up Front Payment Option
Students can pay all of their HECS 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
Students can make a partial up front payment and defer the remainder of their HECS contribution. Students may make one payment of $500 or more towards their HECS liability for a given semester and receive a 25% discount on the amount paid.

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 Declaration 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 census date. Where the tax file number is not made available to the student by census date, the ATO will provide a Certificate of Application, which the University will accept in place of a Tax File Number.

Reimbursement of Up Front HECS Payments
Students who made an up front payment and who then withdraw from part or all of their semester subject enrolment 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 1 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.

Further Information
The information booklet, HECS Your Questions Answered 2003, published by the Department of Education, Science and Training, contains more detailed information about the scheme. Copies are distributed at enrolment and are available from Student Administration offices. Further information is also available on the following website: www.hecs.gov.au or by calling the HECS enquiry line on 1800 020 108.

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 in for the current semester; the Effective Full Time Student Unit (EFTSU) value for each of the 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, before 15 August in semester 2, in early January for Summer School and in early July for Winter School.

- A Tax Invoice and Final Statement of HECS Liability will be sent to all Higher Education students in early April (for Semester 1) and mid-September (for Semester 2). This notice will show: the aggregate EFTSU enrolment as at census date; the resulting semester HECS liability; the amount of HECS liability paid for the current semester; 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 Enrolment Management. 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 1 and before 1 October in Semester 2. 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 Loan Scheme (PELS)
The Postgraduate Education Loan Scheme is an interest free loan 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 2003, published by the Department of Education, Science and Training, contains more detailed information about the scheme. Copies are distributed at enrolment and are available from the Enrolment Management offices.

Further information is also available on the following website: www.hecs.gov.au/ pels.htm or by calling the PELS enquiry line on 1800 020 108.

Bridging For Overseas-Trained Professionals Loan Scheme (BOTPLS)
The Bridging for Overseas-Trained Professionals Loan Scheme (BOTPLS) is an interest-free loan facility for overseas trained professionals who are seeking to work in regulated or self-regulated professions in Australia. It is similar to the deferred payment arrangements available under the Higher Education Contribution Scheme (HECS) and the Postgraduate Education Loans Scheme (PELS).

Eligible overseas-trained professionals who are citizens or permanent residents of Australia wishing to meet formal recognition requirements for their profession in Australia will be able to access these loans.

Further information can be found by reading BOTPLS, Your Questions Answered which is available on the following website: www.hecs.gov.au/botpls.htm or by calling the enquiry lines:1800 020 108 for student loan issues or 1800 020 086 for recognition issues, or by contacting Enrolment Management.
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 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 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 either the Examinations Scheduling Officer of the Assessment & Progression Unit at Footscray Park Campus or to the Enrolment Management office 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 by email to examinations@vu.edu.au to the Enrolment Management office on campus.

Examination sessions will normally commence at:

9.30am morning examination sessions
2.00pm 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, note making or marking of the paper in any way is permitted in this reading time. A member of the academic or teaching staff will be present at the beginning of each examination session at the examination venues to answer any inquiries about the question paper.

Before entering the examination room, students must ascertain their seat numbers from lists posted on noticeboards at the examination venues and web site www.vu.edu.au. Lists are usually posted on the University website www.vu.edu.au two days prior to the commencement of examinations. Any student who has not been allocated a seat number should report immediately to the Enrolment Management 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, paper 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 or other photographic identification such as driver's license or passport to each of your examinations. Checks will be conducted in examination venues to verify the student's identity and any discrepancies will be dealt with University Statutes.

Further information about the conduct of the examinations is given in the Rules and Regulations 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 circumstances 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 Assessment Arrangements

Students with an ongoing disability should immediately register with Disability Services in the Equity and Social Justice Branch of the University once enrolled in their course. Students with a temporary disability, which puts them at a disadvantage in written examinations, should advise the Faculty or TAFE Executive Officer and also register with Disability Services at the beginning of the semester of study or immediately after their disability is known to discuss alternative arrangements for examinations.

Alternative assessment arrangements could include extra time, a separate room or use of adaptive equipment in 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 Enrolment Management offices and must be presented together with a dictionary registered with Enrolment Management. The concerned lecturer must then approve this form. After the completion of this process, students are required to bring this form along with the dictionary to the examination venue.

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 that 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 re-marked 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 2003 are as follows.

**Division 1 - Grades For Assessed Subjects (including theses)**

<table>
<thead>
<tr>
<th>Grade</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Grades for Honours subjects, theses and subjects taken in Postgraduate courses, Honours Years, Honours Degrees, Degrees with Honours and Degrees of Master, assessed as a whole.</td>
</tr>
<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>H1</td>
<td>First Class Honours, 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>Grade</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>

*The grade 'Recognition of Prior Learning' also appears as 'S' Ungraded Pass.

**Stage Completion**

Some courses are formally divided into stages. These are identified in the details of courses.

Following final assessment in all subjects within a course semester, course year or other defined course stage, a student may receive a stage grading as follows:

- stage completed, all subjects passed;
- stage completed by compensation.

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.

Procedures for stage gradings in particular courses are as recommended by academic course departments or faculties and approved by the University.

**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 their 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. The award of a Faculty Pass shall not be interpreted as a pass in the given subject.

A Faculty Pass will not be awarded in respect of a subject that is a prerequisite for another subject.

Students who have passed all but one of the subjects required to gain an award, and who have been issued an N1 grade in the outstanding subject, may apply for a Faculty Pass by writing to the Faculty responsible for administering the course, clearly stating the basis of their entitlement to such a Pass.
The Pass is awarded at the discretion of the Dean of the Faculty administering the course in which the student is enrolled.

**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.

**Partially Completed Courses**

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.

**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.

Max 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**: 10 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 Progression**

**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, Advanced Diploma, Bachelors, Graduate Certificate, Graduate Diploma, Masters and Doctoral awards 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. You can apply online through myVU at http://myvu.vu.edu.au. Alternatively, 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 and sent directly to:

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/graduation
Located Room 4C, 141, St Albans Campus.

Forms must be submitted before the set closing date.

Graduation ceremonies in 2004 are scheduled as follows:
• 18 February 2004 Hong Kong
• 21 February 2004 Malaysia
• 24 February 2004 Singapore

Applications close 24 October 2003
Attendance closes 17 January 2004
7 to 11 June 2004
Melbourne Convention Centre
Applications close 17 January 2004
Attendance closes 7 May 2004
3 to 5 November 2004
Melbourne Convention Centre
Applications close 20 August 2004
Attendance closes 1 October 2004

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.

Certificates: A black gown and black cap together with a black stole faced in tangerine.

Diplomates and graduate certificants: A black gown and black cap together with a black stole facing in the discipline colour.

Bachelors: A black gown and black cap with a black hood half lined with the discipline colour. The hood for the honors degree also has a white band on the edge of the hood.

Masters: A black gown and black cap with a black hood fully lined with the discipline colour.

Discipline colours:
Ruby Arts
Ultramarine Business or Business Administration
Cherry Education
Silver Grey Engineering
Old Rose Health Science
Parchment Law
Pansy Music
Buff Psychology
Spectrum Green Science or Applied Science
Gold Social Work

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
Graphite Doctor of Engineering
Pearl White Doctor of Laws
Ruby Doctor of Letters
Sapphire Doctor of Philosophy
Old Gold Doctor of Psychology
Spectrum Green Doctor of Science
Sky Blue Doctor of the University

The academic dress for indigenous Australians is the habit of their award together with a calf length black and red silk stole that has gold tassels, a map of Victoria in gold silk and ‘Victoria University’ embroidered in gold on the left end of the stole, and the sun in gold silk and ‘Ngapa Jindi Woraback’ embroidered in gold on the right end of the stole.

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?
0–44 credit points per semester will equal a part-time load
45–60 credit points per semester will equal a full-time load
0–90 credit points per year will equal a part-time load
91–120 credit points per year will equal a full-time load.

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

Student Career Development
Student Career Development provides an innovative range of services to students of Victoria University. These services include:

- Careers Counselling
- Careers Education Programs
- Employment Services
- Careers Resource Centres
- Online Careers Resources - website: www.vu.edu.au/careers
- Web based job vacancy service - www.vu.edu.au/careers/employment

Careers Counselling appointments are available for students from all campuses by phoning (03) 9688 4944

Careers Education Programs
These include job seeking skills workshops, Employability Skills Challenge, Young Achievement Australia, mentor programs, in-class programs, Student Portfolios. Visit www.vu.edu.au/careers to see what's on this month!

Employment Services
The online job board is accessed through www.vu.edu.au/careers/employment. Register on the site now for automatic notification of jobs in areas that you specify.

The Graduate Employment Stakes is a careers fair for final year students held in March each year. Its free, its easy, and the employers come to you!! Some employers also arrange campus visits. Watch the website for details

Resume checking by email
Email your resume to careers@vu.edu.au for feedback.

Where are we?
Footscray Park: Building M, level 4
All other campuses: co-located with Student Services.

Children’s Services
Victoria University has Children’s Centres located on five campuses - Footscray Nicholson, Footscray Park, Newport, St Albans (Jindi Woraback) and Werribee. In addition, there is a preschool located on the Melton Campus.

Each Centre provides educational programs which respond to the children's social, emotional, physical, creative and cognitive 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.

All Centres 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 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: (03) 9688 4098
For further information on finding suitable childcare, telephone the Manager, Children's Services, on 9264 8801.

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 6 weeks 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.

Footscray Park Campus
Telephone: (03) 9688 4578
The Footscray Park Campus Children's Centre is located at 8 Geelong Road, Footscray. The Centre caters for a maximum of 37 children aged 6 weeks 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: (03) 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 representatives from the University and parents. The Centre caters for a maximum of 115 children aged from 2 weeks to 6 years on a full-time (weekly), daily, sessional (half day) basis. The Centre is open from 7.00am to 6.00pm, Monday to Friday and offers a funded preschool program.
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 40 children aged 6 weeks 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 funded preschool program incorporated within the educational program.

Werribee Campus

Telephone: (03) 9748 9568 or (03) 9216 8098

The Werribee Campus Children's Centre is located in Hoppers Lane, Entrance Gate 1, Building 9. Werribee. The Centre caters for a maximum of 45 children aged 6 weeks 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 funded preschool program incorporated within the educational program.

Graduating Students

The Centre for Graduating Students and Education Abroad processes all sealed awards for the University. When you have completed or nearly completed a course, you are required to submit an Application for an Award. You can apply online through myVU at http://myvu.vu.edu.au. Alternatively, 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 graduation ceremonies, both onshore and offshore, is also the responsibility of this centre.

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: Room 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: (03) 9688 4065.

Health Practice Units

The Faculty of Human Development operates Health Practice Units at the St Albans and King St Campuses and at CERES in East Brunswick. These Units offer acupuncture, massage and herbal medicines to the university community and general public. Low fee structure. Phone (03) 9365 2625.

Independent Access: Students with Disabilities

Counselling, support and information for students with disabilities is available on all campuses. Assistance is available for day to day issues of personal, academic, housing, career and financial matters which is provided by contacting Students Services on 03 9365 2399 or any campus Student Service office. Identification of in class support needs and applications for alternative examination/assessment arrangements is arranged through Disability Services in the Equity & Social Justice Branch. Students requiring extensions to assignments or special consideration who haven't registered with Disability Services need to do so through their Faculty/teaching department. Further information and advice concerning support services for students with a disability can also be obtained by contacting Disability Services in the Equity and Social Justice Branch on 03 9365 2193 or via email disability@vu.edu.au.

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 Orientation Information. '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).

Indigenous Services

Support for Aboriginal and Torres Strait Islander people is available through the Equity and Social Justice Branch. The two main aims of Indigenous Services is to fully support self determination and self management for Aboriginal and Torres Strait Islander people, families and community organizations; and to increase the access, participation, success and retention rates for Australian Indigenous people in the University's programs.

Indigenous Services staff can assist students with course advice, Abstudy, academic support, employment and careers advice, social support, housing, counselling and discrimination advice. Further information can be obtained by contacting Indigenous Services on (03) 9365 2228 or via email equity@vu.edu.au.

Student Services

Student Services provides support to students in a variety of ways. Staff provide academic support, personal and vocational counselling, financial counselling, 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 03 9284 8801, Footscray Park campus on (03) 9688 4418, St Albans campus on (03) 9365 2399 or visit our webpage: www.vu.edu.au/ ss.
Accommodation
The University Student Housing Service provides students with a free and confidential service to assist with locating, securing and maintaining suitable accommodation. The Student Housing Database, including current accommodation listings, is 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 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
Contact Student Services for information about spiritual support in the community.

Counselling - Personal
Personal counselling is available at many 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 (03) 9688 4418 or (03) 9365 2399.

Financial Advice
Financial advice is available 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 Centrelink payments and fee extensions.

Other assistance includes emergency relief, rent assistance and various forms of Centrelink benefits.

Youth Allowance/ Austudy/ PES 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 25, Austudy for students over 25). Abstudy is a payment 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 a Centrelink Advance Loan - an amount of up to $500.00 advance on future instalments, recovered over 6 months; this can only be done once in a calendar year.

Claim forms for Centrelink student payments 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 the purchase of books, computers and other course related materials, medical expenses, housing expenses and other purposes in accordance with the Student Loan Fund Policy. Application forms and information sheets are available on campus from Student Services on most campuses.

Prayer Rooms
Prayer rooms are available on most campuses. Visit our web site for room locations: www.vu.edu.au/ss

International Student Support
Two International Student Advisors provide services and programs such as Orientation and Return Home 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 Albans Campus, telephone: (03) 9365 2399 or City Flinders Campus, telephone: (03) 9248 1159.

Further information relevant to International students is available from the International Branch at City Flinders Campus, telephone: +61 3 9248 1164.

Health Advice
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 (03) 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 during Higher Education teaching time. 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 (03) 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 (03) 9284 8886.

First Aid
There are first aiders on all campuses of the University. Lists of first aiders can be found on University intranet Homepage: http://intranet.vu.edu.au.
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.

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.

Discrimination and Harassment
The University has a network of Equity Advisers available to assist students who think they may have been discriminated against or harassed. The list is available from the Equity and Social Justice Branch on ph (03) 9365 2193, on the internet at www.vu.edu.au/equity or via email equity@vu.edu.au.

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.

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 (03) 9688 4744.

Student Organisations
The peak student body for the University is the Victoria University Student Union Inc (VUSU Inc). 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 1427
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
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 2004

This section lists all the courses offered by Victoria University in higher education and TAFE.

Note: All courses are offered subject to confirmation of funding and authority to conduct, and minimum enrolment levels. List correct as at October 2003.

Undergraduate Courses and Programs

<table>
<thead>
<tr>
<th>Campus codes:</th>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
</tr>
</thead>
<tbody>
<tr>
<td>B=Sunbury</td>
<td>I=Internet</td>
<td>Q=Queen Street</td>
<td></td>
</tr>
<tr>
<td>C=City Flinders</td>
<td>J=City King</td>
<td>S=St Albans</td>
<td></td>
</tr>
<tr>
<td>D=China</td>
<td>K=Kuala Lumpur</td>
<td>W=Wentbee</td>
<td></td>
</tr>
<tr>
<td>E=Echuca</td>
<td>M=Melton</td>
<td>3=Bangladesh</td>
<td></td>
</tr>
<tr>
<td>F=Footscray Park</td>
<td>O=Off campus</td>
<td>D=China</td>
<td></td>
</tr>
<tr>
<td>G=Renmin University of China</td>
<td>P=Singapore</td>
<td>D7=Renmin University, Beijing, China</td>
<td></td>
</tr>
<tr>
<td>H=Hong Kong</td>
<td>D2=Shenyang, People's Republic of China</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Faculty of Human Development

School of Education

<table>
<thead>
<tr>
<th>Bachelor of Arts</th>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
</tr>
</thead>
<tbody>
<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>FP</td>
<td>Y</td>
<td>Y</td>
</tr>
</tbody>
</table>

Bachelor of Education

- Four-Year Pre-Service Program P-12 | F,M,B | Y | n/a |
- Post-Registration (Year 4) | F,M,B | Y | Y |

Bachelor of Education (Nyerna Studies) incorporating:
- Bachelor of Education (Nyerna Studies) | E | Y | Y |
- 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

School of Health Sciences

Non-Award Courses

<table>
<thead>
<tr>
<th>Certificate</th>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Aid in the Workplace Certificate Level 1 &amp; 2</td>
<td>S,I</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Certificate of Advanced Airway Management (Pre-hospital)</td>
<td>S,I</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Certificate in Advanced Airway Management</td>
<td>S,I</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Certificate in Emergency Intravenous Therapy (Pre-hospital)</td>
<td>S,I</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Certificate in Venipuncture and Venous Cannulation</td>
<td>S,I</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Certificate in Emergency Intravenous Therapy</td>
<td>S,I</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Certificate in Advanced Life Support (Pre-hospital)</td>
<td>S,I</td>
<td>Y</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 (3-Year Pre-service) | S,I | Y | Y |
- Paramedic (1-Year Conversion) | I | Y | Y |
- Chinese Medicine (Acupuncture)/(Chinese Herbal Medicine) | S | Y | n/a |

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

School of Human Movement, Recreation and Performance

Non-Award Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
</tr>
</thead>
<tbody>
<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>- Cardio Module</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>
</tr>
</tbody>
</table>
Personal Trainers Module\(^*\)  
Children and Adolescent Exercise Module\(^*\)  
Exercise to Music\(^*\)  
Award Courses

**Bachelor of Applied Science**
- Human Movement  
- Human Movement/ Bachelor of Psychology  
- Physical Education (Secondary)  
- Physical Education and Physics\#  
**Bachelor of Arts**
- Performance Studies  
- Performance and Multimedia  
- Fitness Leadership\(^*\)  
- Recreation Leadership  
- Recreation Management  
- Recreation Management/ Bachelor of Business - Tourism Management  
- Sports Administration  
- Sports Administration/ Bachelor of Business - Management  
- Sports Administration/ Bachelor of Business - Marketing  
**Bachelor of Applied Science (Honours)**  
- Human Movement  
**Bachelor of Arts (Honours)**  
- Performance Studies  
- Recreation Management  
- Sport Administration  

**School of Nursing**

**Award Courses**

**Bachelor of Nursing (Pre-Registration)**  
**Bachelor of Health Science**
- Nursing (Post-Registration)  
- Nursing (Honours)  
**Bachelor of Midwifery\#**  
*Continuing Education Courses  
*Offered to continuing students only  
Subject to final accreditation

**Faculty of Arts**

**Generalist Degree Programs**
- Bachelor of Arts - Footscray  
- Bachelor of Arts - St Albans  
**Specialist Degree Programs**
- Bachelor of Arts (Advocacy & Mediation)  
- Bachelor of Arts (Community Development)  
- Asia-Pacific Stream  
- Australian Stream (3rd year only)  
- Bachelor of Arts (Computer Mediated Art)  
- Bachelor of Arts (Criminal Justice Studies)  
- Bachelor of Arts (Human Services)  
- Bachelor of Arts (International Studies)  
- Bachelor of Arts (Legal Studies)  
- Bachelor of Arts (Multimedia)  
- Bachelor of Arts (Performance and Multimedia)  
- Bachelor of Arts (Professional Writing)  
- Bachelor of Communication (Public Relations)  
- Bachelor of Multimedia Systems  
- Bachelor of Psychology (Arts stream)  
- Bachelor of Psychology (Interpersonal & Organisational)  
- Bachelor of Social Work (Preliminary Year)  
- Bachelor of Social Work  
- Bachelor of Science(Psychology)
## Combined Degree Programs

<table>
<thead>
<tr>
<th>Course Details</th>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bachelor of Arts/ Bachelor of Business (Information Systems)</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Arts (Asian Studies)/ Bachelor of Business (International Trade)</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Arts (Psychology)/</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bachelor of Business (Human Resource Management)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bachelor of Arts/ Diploma of Liberal Arts</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Business (Marketing)/ Bachelor of Psychology</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Business (Electronic Commerce)/</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Arts (Multimedia)/</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bachelor of Law/ Bachelor of Arts</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Applied Science (Human Movement)/</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Science / Bachelor of Psychology</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
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</table>

## Honours Programs

<table>
<thead>
<tr>
<th>Course Details</th>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bachelor of Arts (Honours)</td>
<td>S,F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Arts (Honours) Computer Mediated Art and Multimedia</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Arts (Honours - Psychology)</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Multimedia Systems (Honours)</td>
<td>F</td>
<td>Y</td>
<td>N</td>
</tr>
<tr>
<td>Bachelor of Psychology (Honours)</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Science (Honours - Psychology)</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
</tbody>
</table>

### Note:
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## Faculty of Business and Law

### School of Accounting and Finance

**Bachelor of Business**

- Accounting: F,W,H1,D3,DB,K1 (Y, Y)
- Banking and Finance: F,K1,H1 (Y, Y)
- Strategic and Financial Management: F,K1 (Y, Y)
- Accounting/ Financial Management: W,K1 (Y, N)
- Accounting/ Banking and Finance: F (Y, Y)
- Accounting/ Information Systems: F (Y, Y)
- Accounting/ Electronic Commerce: W (Y, N)
- Accounting/ Small Enterprise Management: W,F (Y, Y)
- Accounting/ Hospitality Management: F (Y, Y)
- Accounting/ Commercial Law: F (Y, Y)
- Accounting/ Transport and Logistics: W (Y, N)
- Banking and Finance/ International Trade: F (Y, Y)

**Bachelor of Business Combined Degrees**

- Bachelor of Business Accounting/ Certificate IV in Information Technology (Dual Award): W (Y, Y)
- Fasttrack BBus Accounting/ TAFE Accounting: W (Y, Y)

### School of Applied Economics

**Bachelor of Business**

- Retail Management: FK1 (Y, Y)
- International Trade: FK1,D6,D3,22,H1 (Y, Y)
- Transport and Logistics: W, H1 (Y, Y)
- Global Logistics and Transport: W, H1 (Y, Y)
- Applied Economics: F (Y, Y)
- Financial Risk Management: F, K1, H1, DB (Y, Y)
- Music Industry: FK1 (Y, Y)
- Applied Economics/ International Trade: F (Y, Y)
- Financial Risk Management/ Banking and Finance: H1,D3 (Y, Y)
- Financial Risk Management/ Accounting: H1 (Y, Y)
- Financial Risk Management/ Global Logistics and Transport: H1,DB (Y, Y)
- International Trade/ Retail Management: F (Y, Y)
- International Trade/ Electronic Commerce: F (Y, Y)

**Campus**

- Full-time
- Part-time

<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/ Applied Economics</td>
<td>F</td>
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<tr>
<td>Marketing/ International Trade</td>
<td>F,K1</td>
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<td>Y</td>
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<tr>
<td>Music Industry/ Marketing</td>
<td></td>
<td></td>
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<tr>
<td>International Business</td>
<td>W</td>
<td>Y</td>
<td>Y</td>
</tr>
</tbody>
</table>
- International Commerce D3 Y
- Music Industry/ Electronic Commerce F Y Y
- Retail Management/ Marketing F Y Y
- Retail Management/ Electronic Commerce F Y Y
- Transport and Logistics/ Accounting W Y Y
- Transport and Logistics/ Electronic Commerce W Y Y
- Global Logistics and Transport/ International Trade H1 Y N
- Global Logistics and Transport/ Accounting H1 Y N
- Bachelor of Business (Honours) International Trade C Y Y
- Bachelor of Business (Honours) Applied Economics C Y Y
- Bachelor of Business (Honours) Retail Management C Y Y

**Bachelor of Business Combined Degrees**
- BA Asian Studies/ B Bus International Trade F Y Y

### School of Hospitality, Tourism and Marketing

#### Bachelor of Business
- Hospitality Management F,K1,H1 Y Y
- Tourism Management F,K1,H1 Y Y
- Marketing F,B,K1 Y Y
- Event Management B Y
- Hospitality/ Tourism Management F,H1 Y Y
- Hospitality/ Event Management F Y Y
- Hospitality Management/ Human Resource Management F Y Y
- Marketing/ Hospitality Management F Y Y
- Marketing/ Tourism Management F Y Y
- Marketing/ Event Management B Y
- Marketing/ Electronic Commerce F Y Y
- Hotel, Restaurant and Catering Management F Y Y
- Tourism Management/ Information Systems F Y Y
- Tourism Management/ Event Management F Y Y
- Bachelor of Business (Honours) - Marketing F Y Y

#### Bachelor of Business Combined Degrees
- BA Tourism Management/ BA Asian Studies F Y Y
- BA Recreation Management/ BBus Tourism Management F Y Y
- BA Sports Administration/ BBus Marketing B Y Y
- Bachelor of Business Marketing/ Bachelor of Psychology F Y Y
- Bachelor of Business Marketing/ Advanced Diploma of B Y

### School of Information Systems

#### Bachelor of Business
- Information Systems F,K1 Y Y
- Computer Systems Support W,H Y Y
- Computer Systems Management W,H3 Y Y
- Electronic Commerce W,K1 Y Y
- Electronic Commerce/ Transport and Logistics W Y Y
- Bachelor of Business (Honours) Information Systems C Y Y
- Bachelor of Business Engineering/ Electronic Commerce F Y

#### Bachelor of Business Combined Degrees
- Bachelor of Art/ BBus Information Systems F Y Y
- BA Multimedia/ BBus Electronic Commerce F Y Y
- B.Bus. Electronic Commerce/ Bachelor of Science W Y

### School of Law

#### Bachelor of Laws
- Law F,Q Y Y
- Graduate Entry F,Q Y Y
- Legal Practice Management F,Q Y Y

#### Bachelor of Business
- Commercial Law F Y Y

Campus Full-time Part-time

#### Bachelor of Laws Combined Degrees
- Bachelor of Laws/ Bachelor of Arts F,Q
- Bachelor of Laws/ BBus Accounting F Y Y
<table>
<thead>
<tr>
<th>Bachelor of Laws/BBus</th>
<th>F Y Y</th>
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</thead>
<tbody>
<tr>
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<td>Electronic Commerce</td>
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<td>International Trade</td>
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<tr>
<td>Music Industry</td>
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<tr>
<td>International Trade</td>
<td></td>
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<td>Marketing</td>
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<td>Tourism Management</td>
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<td>Bachelor of Science</td>
<td>F Y Y</td>
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<td>Bachelor of Science</td>
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<tr>
<td>Human Resource Mgmt</td>
<td>F Y Y</td>
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<tr>
<td>Bachelor of Science</td>
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</tr>
<tr>
<td>Management</td>
<td>F B DA K1 Y Y</td>
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<tr>
<td>- Management</td>
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<tr>
<td>- Human Resource Mgmt</td>
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<td>School of Management</td>
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<td>Bachelor of Business</td>
<td>F B K1 Y Y</td>
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<td>- Management</td>
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<tr>
<td>- Human Resource Mgmt</td>
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<tr>
<td>- Service and Op Mgmt</td>
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<tr>
<td>- Strategic &amp; Fin Mgmt</td>
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<tr>
<td>- Service &amp; Human Res Mgmt</td>
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<tr>
<td>- Management/Marketing</td>
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<tr>
<td>- Bachelor of Bus/Hr Mgmt Management</td>
<td>C Y Y</td>
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<tr>
<td>School of Business Combined Degrees</td>
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</tr>
<tr>
<td>BA Psychology/BBus Human Resource Management</td>
<td>B Y Y</td>
</tr>
<tr>
<td>BA Sports Administration/BBus Management</td>
<td>B Y Y</td>
</tr>
<tr>
<td>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 Business and Law courses is still accurate, contact the Faculty of Business and Law Executive Officer on (03) 9088 4471.</td>
<td></td>
</tr>
</tbody>
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### Faculty of Science, Engineering and Technology

#### School of Agricultural, Civil and Mechanical Engineering

#### Bachelor of Engineering
- Architectural Engineering: F Y Y
- Building Engineering: F Y Y
- Civil Engineering: F Y Y
- Mechanical Engineering: F Y Y
- Robotic Engineering: F Y Y

#### Bachelor of Science
- Advanced Science and Technology: F Y Y
- Advanced Science and Technology: F Y Y
- Environmental Engineering: F Y Y

### School of Computer Science and Mathematics

#### Bachelor of Science
- Computer Science: F/H/D7 Y Y
- Computer and Mathematical Sciences: F Y Y
- Computer Science and Aviation: F Y Y

#### Bachelor of Science (Honours)
- Computer Science: F Y Y
- Computer and Mathematical Sciences: F Y Y

#### School of Electrical Engineering

#### Bachelor of Engineering
- Computer Engineering: F Y Y
- Electrical and Electronic Engineering: F Y Y
- Microelectronic Systems: F Y Y
- Telecommunication Engineering: F Y Y
- Photonics 
  Bachelor of Engineering Science 
  - Photonics 
  Bachelor of Science 
  - Computer Technology 
  - Applied Physics and Computing 
  - Optoelectronics 
  Bachelor of Science (Honours) 
  - Computer Technology 
  - Physics 

**School of Molecular Science** 
Bachelor of Applied Science 
- Chemistry 
Bachelor of Science 
- Biotechnology 
- Medical, Forensic and Analytical Chemistry 
- Nutrition, Food and Health Science 
- Biomedical Sciences 
Bachelor of Science (Honours) 
- Biology (Biotechnology) 
- Nutrition and Food Science 

**School of Biomedical Science** 
Bachelor of Science 
- Biomedical Sciences 
- Occupational Health and Safety 
Bachelor of Science (Honours) 
- Biomedical Sciences 
- Chemical and Environmental Sciences 

**School of Biomedical Science** 
Bachelor of Science 
Bachelor of Science (Honours) 
- Ecology and Sustainability 

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# Postgraduate Courses

## Faculty of Human Development

<table>
<thead>
<tr>
<th>Course Description</th>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
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<tbody>
<tr>
<td>Graduate Diploma in Dementia Care and Service</td>
<td>C,Z</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Graduate Program in Aged Services Management incorporating: - Graduate Diploma in Aged Services Management</td>
<td>C,Z</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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</table>

## School of Education

<table>
<thead>
<tr>
<th>Course Description</th>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
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</thead>
<tbody>
<tr>
<td>Graduate Certificate in Teaching Studies of Asia</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>Graduate Diploma in Secondary Education</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Graduate Program in Education for Professional Development incorporating: - Graduate Certificate in Education for Professional Development</td>
<td>F</td>
<td>n/a</td>
<td>Y</td>
</tr>
<tr>
<td>- Graduate Diploma in Education for Professional Development</td>
<td>F</td>
<td>n/a</td>
<td>Y</td>
</tr>
<tr>
<td>Graduate Program in Education and Training incorporating: - Graduate Certificate in Education and Training</td>
<td>F</td>
<td>n/a</td>
<td>Y</td>
</tr>
<tr>
<td>- Graduate Diploma in Education and Training</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Master of Education - Education and Training</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Graduate Program in TESOL &amp; Literacy incorporating: - Graduate Certificate in TESOL</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Graduate Certificate in Literacy</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Graduate Diploma in TESOL</td>
<td>F,V</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Graduate Diploma in TESOL and Literacy</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Master of TESOL</td>
<td>F,V</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Master of TESOL and Literacy</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Graduate Program in Tertiary Education incorporating: - Graduate Certificate in Tertiary Education</td>
<td>F</td>
<td>n/a</td>
<td>Y</td>
</tr>
<tr>
<td>- Graduate Diploma in Tertiary Education</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Graduate Program in Experiential Learning &amp; Development incorporating: - Graduate Certificate in Experiential Learning &amp; Development</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>- Graduate Diploma in Experiential Learning &amp; Development</td>
<td>F</td>
<td>Y</td>
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<tr>
<td>- Master of Education - Experiential Learning &amp; Development</td>
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<tr>
<td>Master of Education (by Research)</td>
<td>F,M</td>
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<td>Doctor of Education</td>
<td>F</td>
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<tr>
<td>Doctor of Philosophy</td>
<td>F</td>
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## School of Health Sciences

<table>
<thead>
<tr>
<th>Course Description</th>
<th>Campus</th>
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<th>Part-time</th>
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</thead>
<tbody>
<tr>
<td>Graduate Diploma in Clinical Chinese Medicine</td>
<td>S</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>
<td>Y</td>
<td>Y</td>
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<tr>
<td>Graduate Program in Paramedicine and Pre Hospital Care incorporating: - Graduate Certificate in Aeromedical Care</td>
<td>Z,I</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Graduate Certificate in Aeromedical Rescue &amp; Retrieval</td>
<td>Z,I</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>- Graduate Certificate in Emergency Service Education#</td>
<td>Z,I</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>- Graduate Certificate in Emergency Service Management#</td>
<td>Z,I</td>
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<tr>
<td>- Graduate Certificate in Hyperbaric Medicine</td>
<td>Z,I</td>
<td>Y</td>
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<tr>
<td>- Graduate Certificate in Intensive Care Paramedic</td>
<td>Z,I</td>
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<td>Y</td>
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<tr>
<td>- Graduate Certificate in Paediatric Emergencies#</td>
<td>Z,I</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>- Graduate Certificate in Paramedic Practitioner</td>
<td>Z,I</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>- Graduate Certificate in Pre-Hospital Care</td>
<td>Z,I</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>- Graduate Diploma in Paramedics</td>
<td>Z,I</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>- Graduate Diploma in Pre-Hospital Care</td>
<td>Z,I</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>Master of Health Science - Osteopathy</td>
<td>C</td>
<td>Y</td>
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<tr>
<td>- Osteopathy (for medical practitioners)</td>
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<tr>
<td>- (by Coursework)</td>
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<td>- (by Research)</td>
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<tr>
<td>Doctor of Philosophy</td>
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### School of Human Movement, Recreation and Performance

<table>
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<th>Campus</th>
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<th>Part-time</th>
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<tbody>
<tr>
<td>Graduate Diploma in Exercise and Sport Sciences</td>
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<td>Y</td>
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<tr>
<td>Graduate Program in Ageing, Disability and Recreation Management</td>
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<tr>
<td>- Graduate Certificate in Ageing, Disability &amp; Leisure</td>
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<tr>
<td>- Graduate Certificate in Ageing, Disability &amp; Recreation Management</td>
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<tr>
<td>- Graduate Diploma in Ageing, Disability &amp; Recreation Management</td>
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<tr>
<td>- Master of Arts - Ageing, Disability &amp; Recreation Management</td>
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<td>Graduate Program in Loss and Grief incorporating</td>
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<tr>
<td>- Graduate Certificate in Loss and Grief Education</td>
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<tr>
<td>- Graduate Certificate in Loss and Grief Counselling</td>
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<tr>
<td>- Graduate Diploma in Loss and Grief Counselling</td>
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<td>Graduate Program in Sport and Recreation Management incorporating</td>
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<td>- Graduate Certificate in Sport &amp; Recreation Management</td>
<td>F</td>
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<tr>
<td>- Graduate Certificate in Sport &amp; Recreation Management/Operations</td>
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<td>Y</td>
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<tr>
<td>- Graduate Diploma in Sport &amp; Recreation Management</td>
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<td>Y</td>
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<tr>
<td>- Master of Arts - Sport &amp; Recreation Management (by coursework)</td>
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<tr>
<td>Graduate Program in Business incorporating</td>
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<tr>
<td>- Graduate Diploma in Sport Business</td>
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<tr>
<td>- Master of Sport Business</td>
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<td>Y</td>
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<tr>
<td>Graduate Program in Exercise Rehabilitation incorporating</td>
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<tr>
<td>Graduate Diploma in Exercise for Rehabilitation</td>
<td>F</td>
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<td>Master of Applied Science - Exercise Rehabilitation</td>
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<td>Master of Applied Science</td>
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<tr>
<td>- Human Performance (by coursework)</td>
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<td>FP</td>
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<td>Y</td>
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<tr>
<td>Doctor of Philosophy</td>
<td>C,F</td>
<td>Y</td>
<td>Y</td>
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</table>

*Two subjects will be taught at the St Albans Campus.*

### School of Nursing

<table>
<thead>
<tr>
<th>Course</th>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
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<tbody>
<tr>
<td>Graduate Diploma in Substance Abuse Studies</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>Master of Nursing incorporating</td>
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</tr>
<tr>
<td>- Graduate Certificate in Cardiothoracic Nursing</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Graduate Certificate in Cancer Nursing</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>- Graduate Certificate in Emergency Nursing</td>
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<tr>
<td>- Graduate Certificate in Geriatric Nursing#</td>
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<tr>
<td>- Graduate Certificate in Neuroscience Nursing</td>
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<tr>
<td>- Graduate Certificate in Orthopaedic Nursing</td>
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<tr>
<td>- Graduate Certificate in Paediatric Nursing</td>
<td>S</td>
<td>Y</td>
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<tr>
<td>- Graduate Certificate in Palliative Care Nursing</td>
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<tr>
<td>- Graduate Diploma in Cardiothoracic Nursing</td>
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<tr>
<td>- Graduate Diploma in Cancer Nursing</td>
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<td>Y</td>
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<tr>
<td>- Graduate Diploma in Emergency Nursing</td>
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<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Graduate Diploma in Geriatric Nursing#</td>
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</tr>
<tr>
<td>- Graduate Diploma in Neuroscience Nursing</td>
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<td>Y</td>
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<tr>
<td>- Graduate Diploma in Orthopaedic Nursing</td>
<td>S</td>
<td>Y</td>
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<tr>
<td>- Graduate Diploma in Paediatric Nursing</td>
<td>S</td>
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<td>Y</td>
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<tr>
<td>- Graduate Diploma in Palliative Care Nursing</td>
<td>S</td>
<td>Y</td>
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<tr>
<td>Master of Midwifery incorporating</td>
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<tr>
<td>- Graduate Diploma in Midwifery</td>
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<td>Y</td>
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<tr>
<td>Master of Nursing (by Research)</td>
<td>S</td>
<td>Y</td>
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<tr>
<td>Doctor of Philosophy</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
</tbody>
</table>

#Subject to final accreditation

**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.
### Faculty of Arts

<table>
<thead>
<tr>
<th>Higher Degrees by Research</th>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Master of Arts by Research</td>
<td>SF, F</td>
<td>Y</td>
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<tr>
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<tr>
<td>Master of Social Work by Research</td>
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**Postgraduate Programs by Coursework**

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<tbody>
<tr>
<td>Graduate Certificate in Asian and Pacific Studies (General Stream)</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>Graduate Certificate in Asian and Pacific Studies (Community Development Stream)</td>
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<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Graduate Certificate in Communication and Professional Writing</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Graduate Certificate in Arts (History)</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Graduate Certificate in Arts (Politics and International Studies)</td>
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<td>Y</td>
<td>Y</td>
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<tr>
<td>Graduate Certificate of Public Advocacy and Action</td>
<td>S</td>
<td>N</td>
<td>Y</td>
</tr>
<tr>
<td>Graduate Certificate in Women’s Studies</td>
<td>C</td>
<td>N</td>
<td>Y</td>
</tr>
<tr>
<td>Graduate Diploma in Applied Psychology</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Graduate Diploma in Asian and Pacific Studies (General Stream)</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
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<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Graduate Diploma in Communication and Professional Writing</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>Graduate Diploma in Counselling</td>
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<td>N</td>
<td>Y</td>
</tr>
<tr>
<td>Graduate Diploma in Arts (History)</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>Graduate Diploma in Modern Languages</td>
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<td>Y</td>
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<tr>
<td>Graduate Diploma in Arts (Politics and International Studies)</td>
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<td>Y</td>
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<tr>
<td>Graduate Diploma in Psychological Studies</td>
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<td>N</td>
<td>Y</td>
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<tr>
<td>Graduate Diploma in Public Advocacy and Action</td>
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<td>Y</td>
<td>N</td>
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<tr>
<td>Graduate Diploma in Women’s Studies</td>
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<td>N</td>
<td>Y</td>
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<tr>
<td>Master in Counselling</td>
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<td>Y</td>
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<tr>
<td>Master of Arts in Asian and Pacific Studies (General Stream)</td>
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<td>N</td>
<td>Y</td>
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<tr>
<td>Master of Arts in Asian and Pacific Studies (Community Development Stream)</td>
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<td>Y</td>
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<tr>
<td>Master of Arts in Communication and Professional Writing</td>
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<tr>
<td>Master of Arts in Women’s Studies</td>
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<tr>
<td>Master of Applied Psychology</td>
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<tr>
<td>- Community Psychology Stream</td>
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<tr>
<td>- Sport Psychology Stream</td>
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<td>Y</td>
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<tr>
<td>Master of Psychoanalysis</td>
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<td>Y</td>
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<tr>
<td>Master of Psychology</td>
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<tr>
<td>- Clinical Psychology Stream</td>
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<td>Y</td>
<td>Y</td>
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<tr>
<td>- Clinical Neuropsychology Stream</td>
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<tr>
<td>Master of Public Advocacy and Action</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>Doctor of Psychology</td>
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</tr>
<tr>
<td>- Clinical Psychology Stream</td>
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<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Clinical Neuropsychology Stream</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Doctor of Applied Psychology</td>
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</tr>
<tr>
<td>- Community Psychology Stream</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Sport Psychology Stream</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>- Health Psychology Stream</td>
<td>F</td>
<td>Y</td>
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</tbody>
</table>

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### Faculty of Business and Law

**Victoria Graduate School of Business**

<table>
<thead>
<tr>
<th>Program</th>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
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<tbody>
<tr>
<td>Master of Business Administration</td>
<td>C,P1,K1,31</td>
<td>Y</td>
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<tr>
<td>Master of Business Administration (International)</td>
<td>C</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Doctor of Business Administration</td>
<td>C,D1,K1,P1</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Master of Business by Research</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>Doctor of Philosophy</td>
<td>C</td>
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</table>

**School of Accounting and Finance**

<table>
<thead>
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<th>Program</th>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
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</thead>
<tbody>
<tr>
<td>Graduate Certificate in Accounting</td>
<td>C</td>
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<td>Y</td>
</tr>
<tr>
<td>Master of Business in Accounting</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Master of Business in Finance</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
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</tbody>
</table>
Campus Full-time Part-time
Master of Business in Professional Accounting C,P2,K1 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 & Entertainment Business C Y Y
Graduate Certificate in Statistics C Y Y
Graduate Diploma in Global Logistics and Transport C Y Y
Graduate Certificate in Retail Management (Offshore) P1
Graduate Diploma in Retail Management (Offshore) PI
Master of Business Global Logistics and Transport C,H1 Y Y
Master of Business in Retail Management (Offshore) P1
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 Hospitality and Tourism Education C Y Y
Master of Business in Sports Tourism Y Y
Master of Business by Research C Y Y
Doctor of Philosophy 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,P,D1 Y Y
Graduate Diploma in Business Computing C,R Y Y
Master of Business in Information Systems C,R Y Y
Master of Information Systems
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 in Notarial Practice Q Y Y
Masters in Comparative Commercial Law C Y Y
Masters of Laws C Y Y
Master of Regulatory and Criminological Studies C 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
Graduate Diploma in Industrial Relations/HRM C Y Y
Master of Business in Management Practice C Y Y
Master of Business in Event Management C Y Y
Master of Business in Industrial Relations/HRM C Y Y
Master of Business by Research C Y Y
Doctor of Philosophy C Y Y

Sir Zelman Cowan Centre
Graduate Diploma in Notarial Practice C Y Y

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 Business and Law courses is still accurate, contact the Faculty of Business and Law Executive Officer on (03) 9688 4471.
## Faculty of Science, Engineering and Technology

### Centre for Environmental Safety and Risk Engineering

<table>
<thead>
<tr>
<th>Degree Type</th>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
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</thead>
<tbody>
<tr>
<td>Doctor of Philosophy</td>
<td>W</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Master of Engineering (Research)</td>
<td>W</td>
<td>Y</td>
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<tr>
<td>Master of Engineering (Coursework)</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>- Building Fire Safety and Risk Engineering</td>
<td>W</td>
<td>n/a</td>
<td>Y</td>
</tr>
<tr>
<td>Graduate Diploma</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Building Fire Safety and Risk Engineering</td>
<td>W</td>
<td>n/a</td>
<td>Y</td>
</tr>
<tr>
<td>Graduate Certificate</td>
<td>W</td>
<td>n/a</td>
<td>Y</td>
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<tr>
<td>- Performance-based Building and Fire Codes</td>
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### Centre for Packaging, Transportation and Storage

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<th>Campus</th>
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<th>Part-time</th>
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<tbody>
<tr>
<td>Doctor of Philosophy</td>
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<td>Y</td>
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<tr>
<td>Master of Engineering (Research)</td>
<td>W</td>
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<td>Y</td>
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<tr>
<td>Graduate Diploma</td>
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<tr>
<td>- Intermodal Freight Systems Management</td>
<td>W</td>
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<td>Y</td>
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<tr>
<td>- Bulk Freight Systems Management</td>
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<td>Y</td>
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<tr>
<td>Graduate Certificate</td>
<td>W</td>
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<td>Y</td>
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<tr>
<td>- Intermodal Freight Systems Management</td>
<td>W</td>
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### School of Computer Science and Mathematics

<table>
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<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
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</thead>
<tbody>
<tr>
<td>Doctor of Philosophy</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Master of Engineering (Research)</td>
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<tr>
<td>Master of Science</td>
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<tr>
<td>- Computer Science</td>
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<tr>
<td>- Computer and Mathematical Sciences</td>
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<td>Y</td>
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<tr>
<td>- Software Engineering</td>
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<td>Y</td>
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<td>Graduate Diploma</td>
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<tr>
<td>- Computer Science</td>
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<tr>
<td>- Computer and Mathematical Sciences</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>
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### School of Electrical Engineering

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<tbody>
<tr>
<td>Doctor of Philosophy</td>
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<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Master of Engineering (Research)</td>
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<td>Y</td>
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<tr>
<td>Master of Science (Research)</td>
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<td>Y</td>
<td>Y</td>
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<tr>
<td>- Microelectronic Engineering</td>
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<td>Master of Engineering Science (Coursework)</td>
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<tr>
<td>- Telecommunication Engineering</td>
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<td>Y</td>
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<tr>
<td>- Computer Systems Engineering</td>
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<tr>
<td>- Microelectronic Engineering</td>
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</tr>
<tr>
<td>- Telecommunication Engineering</td>
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<tr>
<td>- Microelectronic Engineering</td>
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### School of Molecular Science

<table>
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<th>Campus</th>
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<th>Part-time</th>
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<tbody>
<tr>
<td>Doctor of Philosophy</td>
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<td>Y</td>
</tr>
<tr>
<td>Master of Science (Research)</td>
<td>F,S,W</td>
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<tr>
<td>Master of Science (Coursework)</td>
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<tr>
<td>- Food Science and Technology</td>
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### School of Biomedical Science

<table>
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<th>Part-time</th>
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</thead>
<tbody>
<tr>
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<td>Y</td>
</tr>
<tr>
<td>Doctor of Philosophy</td>
<td>S</td>
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### School of Architectural, Civil and Mechanical Engineering

<table>
<thead>
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<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
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</thead>
<tbody>
<tr>
<td>Doctor of Philosophy</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Master of Engineering (Research)</td>
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<td>Y</td>
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<tr>
<td>Master of Engineering (Coursework)</td>
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<td></td>
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<tr>
<td>- Project Management</td>
<td>F</td>
<td>Y</td>
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<tr>
<td>Graduate Diploma</td>
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</table>
- Project Management Graduate Certificate F Y Y
- Project Management F Y Y

**Sustainability Group**

Master of Science (Coursework)
- Environmental Management F Y Y
Graduate Diploma
- Environmental Management F Y Y

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### Strategic Development

- **Centre for Curriculum, Innovation and Development**
  - Course in ICT Skills for Teachers (21335VIC)
  - Certificate IV in Assessment and Workplace Training (BSZ40198)
  - Diploma in Training and Assessment Systems (BSZ50198)
  - Certificate IV in Vocational Education and Training (15559VIC)
  - Diploma of Vocational Education and Training (15560VIC)
  - Graduate Certificate in Vocational Education and Training (21205VIC)
  - Graduate Certificate in VET in Schools Implementation (21102VIC)

### School of Business, Hospitality and Personal Services

#### Administrative and Legal Studies Department
- Certificate III in Business (Legal Administration) (BSA30200)
- Certificate IV in Business (Legal Services) (BSA40200)
- Advanced Diploma of Business (Legal Practice) (20052VIC)
- Diploma of Business Administration (BSB50201)
- Certificate IV in Business Administration (BSB40201)
- Certificate III in Business Administration (BSB30201)
- Certificate II in Business (BSB20101)
- Certificate III in Business (BSB30101)
- Certificate IV in Business (BSB40101)
- Diploma of Business (BSB50101)
- Certificate III in Business (Recordkeeping) (BSB30401)
- Certificate IV in Business (Recordkeeping) (BSB40301)
- Diploma of Business (Recordkeeping) (BSB50301)
- Certificate III in Government (PSP30199)

#### Financial Services Department
- Advanced Diploma of Accounting (FNB60202)
- Diploma of Accounting (FNB50202)
- Diploma of Business (Banking and Finance) (090025NSW)
- Course in Real Estate for Agents’ Representatives (2004AAA)
- The Certificate IV in Business (Estate Agency Practice) (2404ADA)

#### Hospitality and Tourism Department
- Certificate I in Hospitality (Operations) (THH11002)
- Certificate I in Hospitality (Kitchen Operations) (THH11102)
- Certificate II in Hospitality (Operations) (THH21802)
- Certificate II in Hospitality (Kitchen Operations) (THH22202)
- Certificate III in Hospitality (Commercial Cookery) (THH31902)
- Certificate III in Hospitality (Catering Operations) (THH32902)
- Certificate III in Hospitality (Operations) (THH33002)
- Certificate IV in Hospitality (Supervision) (THH43002)
- Diploma of Hospitality Management (THH51202)
- Advanced Diploma of Hospitality Management (THH60202)
- Certificate II in Tourism (Operations) (THT20502)
- Certificate III in Tourism (Retail Travel Sales) (THT30202)
- Certificate III in Tourism (Visitor Information Services) (THT30602)
- Certificate III in Tourism (Guiding) (THT30902)
- Certificate III in Tourism (Operations) (THT31002)
- Certificate IV in Tourism (Sales and Marketing) (THT4102)
- Certificate IV in Tourism (Operations) (THT40202)
- Certificate IV in Tourism (Guiding) (THT40302)
- Certificate IV in Tourism (Natural and Cultural Heritage) (THT40402)
- Diploma of Tourism (Marketing and Product Development) (THT50102)
- Diploma of Tourism (Operations Management) (THT50302)
- Advanced Diploma of Tourism Management (THT60102)

#### Management and Marketing Department
- Certificate III in Business (Frontline Management) (BSB30501)
- Certificate IV in Business (Frontline Management) (BSB41001)
- Diploma of Business (Frontline Management) (BSB51001)
- Certificate IV in Business (Human Resources) (BSB40801)
- Diploma of Business (Human Resources) (BSB50801)
- Advanced Diploma of Business (Human Resources) (BSB60301)
- Certificate IV in Business Management (BSB41101)
- Graduate Certificate in Management (21363VIC)
- Diploma of Business Management (BSB50401)
- Advanced Diploma of Business Management (BSB60201)
- Advanced Diploma of Business (Operations Management) (20055VIC)
- Diploma of Business (Operations Management) (20053VIC)
- Certificate IV in Business (Operations Management) (20051VIC)
- Certificate IV in Business (Advertising) (BSB40601)
- Diploma of Business (Advertising) (BSB50601)
- Advanced Diploma of Business (Advertising) (BSB60501)
- Certificate III in Business (Sales) (BSB30301)
Certificate IV in Business (Marketing) (BSB40701)
Diploma of Business (Marketing) (BSB50701)
Advanced Diploma of Business (Marketing) (BSB60601)
Advanced Diploma of Business (International Business) (20055VIC)
Diploma of Business (International Trade) (20053VIC)
Certificate IV in Business (International Trade) (20051VIC)
Advanced Diploma of Business (Public Relations) (BSB40101)
Diploma of Business (BSB50101)
Certificate IV in Business Development (BSB40501)
Diploma of Business Development (BSB50501)
Advanced Diploma of Business Development (BSB60401)
Graduate Certificate in Management Development (Education and Training) (2804ABB)

Personal Services Department
Certificate II in Modelling (21456VIC)
Certificate II in Nail Technology (WRB20199)
Certificate III in Beauty (WRB30199)
Diploma of Beauty Therapy (WRB30199)
Diploma of Entertainment (Make-Up) (CUE50708)
Certificate IV in Entertainment Make-Up (CUE40898)
Diploma of Remedial Massage (HLT50302)
Certificate II in Hairdressing (WRH20100) (Pre-Apprenticeship)
Certificate III in Hairdressing (WRH30100)
Certificate IV in Hairdressing (WRH40100)
Diploma of Hairdressing Salon Management (WRH50100)
Advanced Diploma of Naturopathy (HLT60502)

Western Business Enterprise Centre
Certificate II in Security (Guarding) (PRS20198)
Certificate III in Security (Guarding) (PRS30198)
Certificate IV in Business (Small Business Management) (BSB40401)
Certificate II in Wholesale Operations (WRW20101)
Certificate III in Wholesale Operations (WRW30101)
Certificate IV in Wholesale Management (WRW40101)
Diploma of Wholesale Management (WRW50101)
Diploma of Retail Management (WRW50102)
Certificate IV in Retail Management (WRW40102)
Certificate III in Retail Supervision (WRW30102)
Certificate III in Retail Operations (WRW30202)
Certificate II in Retail Operations (WRW20102)
Certificate II in Retail Cosmetic Assistant (WRW20309)

School of Engineering, Construction and Industrial Skills
Automotive Technology Unit
Certificate II in Automotive Technology (21110VIC)
Certificate I in Automotive (AUR10199)
Certificate II in Automotive (Administration - Clerical) (AUR20199)
Certificate II in Automotive (Mechanical) (AUR20799 – AUR21899)
Certificate II in Automotive (Vehicle Body) (AUR22499 – AUR22999)
Certificate II in Automotive (Sales) (AUR21999 – AUR22399)
Certificate II in Marine (AUR23199 – AUR23299)
Certificate II in Bicycles (Services) (AUR23099)
Certificate II in Outdoor Power Equipment (Services) (AUR23399)
Certificate III in Automotive (Sales) (AUR31399 – AUR31499)
Certificate III in Automotive (Vehicle Body) (AUR31699 – AUR31899)
Certificate III in Automotive (Mechanical) (AUR30299 – AUR31299)
Certificate IV in Automotive (AUR40199)

Building and Construction Department
Certificate I in Building (15562VIC) (Pre-Apprenticeship)
Certificate II in Building (15563VIC) (Traineeship)
Certificate III in Building (15564VIC) (Apprenticeship)
Certificate I in Construction (Off-site) (BCF10100)
Certificate II in Off-Site Construction (BCF20100)
Certificate III in Off-Site Construction (Joinery, Timber/Aluminium/Glass) (BCF30200)
Certificate I in Construction (Off-Site) (BCG10198)
Certificate in Building and Construction (21303VIC) (Bricklaying - Pre-Apprenticeship)
Certificate III in General Construction (Bricklaying/Blocklaying) (BCG30698) (Apprenticeship)
Certificate II in Building and Construction (21306VIC) (Carpentry - Pre-Apprenticeship)
Certificate III in General Construction (Carpentry - Framework/Framing/Finishing) (BCG30798) (Apprenticeship)
Certificate II in Furnishing (Furniture Manufacturing Pre-Apprenticeship) (12905VIC) (Cabinet Making)
Certificate III in Furnishing (Wood Machining, Cabinet Making & Furniture Polishing) (21279VIC)
Certificate III in Furniture Making (Cabinet Making) (LMF30402)
Certificate III in Furniture Making (Wood Machining) (LMF30502)
Certificate II in Furniture Making (LMF20302)
Course in Building and Engineering Trades Orientation (3113TNWB)
Certificate IV in Building (SA3477)
Diplomas of Building (SA3475)
Certificate IV in Residential Drafting (40357SA)
Diploma of the Built Environment (SA3472)  
Diploma of Building Surveying (SA3473)  
Diploma of Building Design and Technology (40356SA)  
Advanced Diploma of Building Design and Project Administration (40355SA)  

**Building Services and Special Trades Department**  
Certificate II in Building and Construction (21380VIC) [Painting & Decorating Pre-Apprenticeship]  
Certificate III in General Construction (Painting & Decorating) (BCG 30498)  
Certificate I in Building & Construction (Plumbing) (21024BC)  
Certificate III in Plumbing and Gasfitting (20065VIC)  
Certificate IV in Plumbing (Services Design) (2402AD)  
Certificate II in Sign Industry (21989VIC)  
Certificate III in Off-Site Construction (Sign Writing/ Computer Operations) (BCF30700)  
Certificate IV in Sign Technology (21399VIC)  
Course in Building and Engineering Trades Orientation (3113TNWB)  
Certificate III in Electrotechnology Systems Electrician (UITI 31199)  
Certificate IV in Electrical (24064NC) [Motor Control]  

**Computer Systems and Electronics Department**  
Certificate II in Electrotechnology Servicing (UTE20502)  
Certificate III in Electrotechnology Communications (UTE30402)  
Certificate III in Electrotechnology Communications (UTE 30499)  
Certificate III in Electrotechnology Computer Systems (UTE30599)  
Certificate III in Electrotechnology Entertainment and Servicing (UTE30702)  
Certificate II in Electrotechnology Entertainment and Servicing (UTE30799)  
Advanced Diploma of Computer Systems Engineering (UTE60199)  
Advanced Diploma of Electronic Engineering (UTE60399)  

**Engineering Technology Department**  
Advanced Diploma of Engineering Technology (Principal Technical Officer) (14309VIC) [Civil]  
Advanced Diploma of Engineering Technology (20020VIC) [Civil]  
Diploma of Engineering Technology (20019VIC) [Civil]  
Certificate I in Engineering Technology (11409VIC)  
Certificate I in Engineering (MEM10198)  
Certificate II in Engineering (Production) (MEM20198)  
Certificate III in Engineering (Production Technology) (MEM30198)  
Certificate III in Engineering (Production Systems) (MEM30598)  
Certificate III in Engineering (Mechanical Trade) (MEM30298)  
Certificate IV in Engineering (Production Technology) (20018VIC)  
Advanced Diploma of Engineering Technology (20020VIC)  
Diploma of Engineering Technology (20019VIC) [Streams in Mechanical, Manufacturing & Mechatronics]  
Advanced Diploma of Engineering Technology (Principal Technical Officer) (14309VIC) [Streams in Mechanical, Manufacturing & Mechatronics]  
Certificate II in Automotive Manufacturing (AUM20100)  
Certificate III in Automotive Manufacturing - Frontline Management (AUM30100)  
Certificate IV in Automotive Manufacturing - Frontline Management (AUM40100)  
Certificate IV in Automotive Manufacturing - Manufacturing Maintenance (AUM40200)  
Certificate I in Engineering (MEM10198F)  
Certificate II in Engineering - Production (MEM20198F)  
Certificate III in Engineering - Production Systems (MEM30198F)  
Certificate III in Engineering - Fabrication Trade (MEM30398) [Light & Heavy]  
Certificate IV in Engineering Technology (20018VICF)  
Diploma of Engineering Technology (20014VICF) [Fabrication]  
Advanced Diploma of Engineering Technology (20020VICF) [Fabrication/ Supervision, Inspection]  

**Industrial Skills Training Centre**  
Certificate III in Civil Construction (Plant) (BCC30198)  
Certificate III in General Construction (BCC30198)  
Certificate I in Transport and Distribution (Administration) (TDT11102)  
Certificate II in Transport and Distribution (Administration) (TDT21102)  
Certificate III in Transport and Distribution (Administration) (TDT31102)  
Certificate IV in Transport and Distribution (Administration) (TDT41102)  
Certificate I in Transport and Distribution (Warehousing and Storage) (TDT10102)  
Certificate II in Transport and Distribution (Warehousing and Storage) (TDT20102)  
Certificate III in Transport and Distribution (Warehousing and Storage) (TDT30102)  
Certificate IV in Transport and Distribution (Warehousing and Storage) (TDT40102)  
Course in Taxi Driving (21387VIC)  
Certificate I in Transport and Distribution (Road Transport) (TDT10202)  
Certificate II in Transport and Distribution (Road Transport) (TDT20202)  
Certificate III in Transport and Distribution (Road Transport) (TDT30202)  
Certificate IV in Transport and Distribution (Road Transport) (TDT40202)  
Diploma of Logistics Management (TDT51002)  
Advanced Diploma of Logistics Management (TDT61002)  
Certificate III in Transport and Distribution (Mobile Crane Operations) (TDT30902)  
Certificate IV in Transport and Distribution (Mobile Crane Operations) (TDT40902)  
Certificate III in Motor Vehicle Driver Trainer (Car) (21370VIC)  
Certificate III in Motor Vehicle Driver Trainer (Heavy Vehicles) (21381VIC)  
Certificate I in Transport and Distribution (Rail Infrastructure) (TDT10702)  
Certificate II in Transport and Distribution (Rail Infrastructure) (TDT20702)  
Certificate III in Transport and Distribution (Rail Infrastructure) (TDT30702)
Certificate IV in Transport and Distribution (Rail Infrastructure) (TDT40702)
Certificate I in Transport and Distribution (Rail Operations) (TDT10402)
Certificate II in Transport and Distribution (Rail Operations) (TDT20402)
Certificate III in Transport and Distribution (Rail Operations) (TDT30402)
Certificate IV in Transport and Distribution (Rail Operations) (TDT40202)
Certificate I in Transport and Distribution (Stevedoring) (TDT10302)
Certificate II in Transport and Distribution (Stevedoring) (TDT20302)
Certificate III in Transport and Distribution (Stevedoring) (TDT30302)
Certificate IV in Transport and Distribution (Stevedoring) (TDT40302)
Certificate I in Transport and Distribution (Administration) (TDT11102)
Certificate II in Transport and Distribution (Administration) (TDT21102)
Certificate III in Transport and Distribution (Administration) (TDT31102)
Certificate IV in Transport and Distribution (Administration) (TDT41102)
Certificate I in Funeral Services (WFS10202)
Certificate II in Funeral Services (Gravedigging, Grounds & Maintenance) (WFS20402)
Certificate III in Funeral Services (Gravedigging, Grounds & Maintenance) (WFS30402)
Course in Rigging–Basic
Course in Rigging–Advanced
Course in Scaffolding–Basic
Course in Scaffolding–Limited Height
Course in Scaffolding–Intermediate
Course in Scaffolding–Advanced
Course in Dogging
Course in Safe Lifting (load slinging)
Course in Elevating Work Platform
Course in Mobil Cranes (Slewing & Non Slewing); Vehicle Loading
Course in Overhead Travelling Crane
Course in Earthmoving – Earthmoving Equipment Operator; Front-End Loader; Front-End Loader/Backhoe; Excavator; Skid Steer Loader
Course in Basic Grading
Course in Trench Shoring and Safety
Courses in Forklift Operating
Course in Order Picker
Course in Light Rigid Truck
Course in Medium Rigid Truck
Course in Heavy Rigid Truck
Course in Heavy Combination Truck
Course in Multi-Combination Truck
Dangerous Goods Licence Training
School Driver Education Program
Defensive/ Advanced Driving
VicRoads Heavy Vehicle Administration Course
VicRoads Interception Techniques

School of Further Education, Arts and Employment Services

Adult Literacy and Work Education Department
Certificate I in General Education for Adults (Introductory) (21249VIC)
Certificate I in General Education for Adults (21250VIC)
Certificate II in General Education for Adults (21251VIC)
Certificate III in General Education for Adults (21252VIC)
Victorian Certificate of Applied Learning (Foundation) (21352VIC)
Victorian Certificate of Applied Learning (Intermediate) (21353VIC)
Victorian Certificate of Applied Learning (Themed) (21353VICA)
Certificate I in Media (CUF10101)
Certificate I in Vocational Studies (Media) (21263VIC)
Certificate I in Vocational Studies (Transport and Distribution) (15598VIC)
Diploma of Further Education (21015VIC)
Certificate IV in Further Education (21014VIC)
Certificate I in Work Education (21108VIC)
Certificate II in Workplace Practices (30064Q) LD
Certificate I in Transition Education (15404VIC)
Course in Concurrent Study (21204VIC)
Certificate I in Laundry Operations (LMT10800)
Certificate II in Laundry Operations (LMT21400)
Certificate III in Laundry Operations (LMT31100)
Certificate I in Dry Cleaning Operations (LMT11000)
Certificate II in Dry Cleaning Operations (LMT21500)
Certificate III in Dry Cleaning Operations (LMT31200)

Arts, VCE and Preparatory Programs
Certificate IV in Professional Writing and Editing (21123VIC)
Diploma of Arts (Professional Writing and Editing) (21124VIC)
Certificate I in English Language Literacies (21047VIC)
Certificate II in English Language Literacies (21048VIC)
Course in Women’s Access (14795VIC)
Course in Gateway to Nursing and the Health Sciences (21379VIC)
Course in Preparation for Tertiary Studies (Arts) (21380VIC)
Certificate I in ESL Access (14378VIC)
Certificate II in ESL Access (14379VIC)
Certificate I in General Education for Adults (Introductory) (21249VIC)
### COURSES AT VICTORIA UNIVERSITY IN 2004

**Certificate I in General Education for Adults (21250VIC)**
**Certificate II in General Education for Adults (21251VIC)**
**Diploma of Liberal Arts (21220VIC)**
**Certificate IV in Liberal Arts (21219VIC)**
**Victorian Certificate of Applied Learning (Foundation) (21352VIC)**
**Victorian Certificate of Applied Learning (Intermediate) (21353VIC)**
**Victorian Certificate of Applied Learning (Themed) (21353VICA)**
**Victorian Certificate of Education (2200LZV)**

**Language Studies Department**

Certificate II in ESL (Academic Purposes) (14372VIC)
Certificate III in ESL (Academic Purposes) (14373VIC)
Certificate IV in ESL (Academic Purposes) (14374VIC)
Certificate II in ESL (Vocational Purposes) (14375VIC)
Certificate III in ESL (Vocational Purposes) (14376VIC)
Certificate III in ESL (Vocational Purposes) (14377VIC) [Aged Care Work]
Certificate IV in ESL (Vocational Purposes) (14378VIC)
Certificate II in ESL Access (14379VIC)
Certificate III in ESL Access (14380VIC)
Certificate IV in ESL Access (14381VIC)

**Library and Cultural Studies Unit**

Diploma of Library and Information Services (CUL50199)
Certificate III in Library and Information Services (CUL30199)
Certificate II in Museum Practice (CUL20299)

**Music Department**

Certificate IV in Music (CUS40101)
Certificate IV in Music Industry (Technical Production) (CUS40201)
Certificate IV in Music Industry (Business) (CUS40301)
Diploma of Music (CUS50101)
Diploma of Music Industry (Technical Production) (CUS50201)
Diploma of Music Industry (Business) (CUS50301)

**Visual Arts, Design and Multimedia Department**

Advanced Diploma of Arts (Graphic Design) (12862VIC)
Diploma of Arts (Graphic Arts) (12861VIC)
Certificate IV in Arts (Applied Design) (15727VIC)
Advanced Diploma of Multimedia (CUF60501)
Diploma of Multimedia (CUF50701)
Certificate IV in Multimedia (CUF40801)
Certificate III in Multimedia (CUF30601)
Certificate II in Multimedia (CUF20601)
Diploma of Arts (Visual Art) (12857VIC)

**School of Human Services, Science and Technology**

**Child Studies Department**

Advanced Diploma of Community Services (Children's Services) (CHC60399)
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)
Certificate II in Community Services (Children's Services) (CHC20399)

**Health Services Department**

Certificate IV in Health (Nursing) (21338VIC)
Certificate IV in Emergency First Aid (20004VIC)
Certificate IV in Paediatric First Aid (20005VIC)

**Information Technology Department**

Certificate I in Information Technology (ICA10101)
Certificate III in Information Technology (Software Applications) (ICA30199) [Web Pages]
Certificate III in Information Technology (General) (ICA30299)
Certificate III in Information Technology (Network Administration) (ICA30399)
Certificate IV in Information Technology (21103VIC)
Certificate IV in Information Technology (Network Management) (ICA40399)
Certificate IV in Information Technology (Client Support) (ICA40199)
Certificate IV in Information Technology (Database Administration) (ICA40299)
Certificate IV in Information Technology (Programming) (ICA40699)
Certificate IV in Information Technology (Technical Support) (ICA40599)
Certificate IV in Information Technology (Website Administration) (ICA41001)
Diploma of Community Services (Alcohol and Other Drugs Work) (CHC50299)
Certificate II in Home Support Cleaning (21186VIC)
Course in Palliative Care Awareness (3113GWD50)
Certificate II in Asset Maintenance (Cleaning Operations) (PRM20198)

**Sport, Recreation and Performance Department**

Certificate II in Fitness (SRF20201)
Certificate III in Fitness (SRF30201)
Certificate IV in Fitness (SRF40201)
Certificate II in Outdoor Recreation (SRO 20299)
Certificate II in Sport (Career Oriented Participation) (SRS20299)
Certificate II in Sport and Recreation (SRO 20199)
Certificate III in Sport and Recreation (SRO30199)
Certificate III in Sport and Recreation (SRO 30103)
Certificate IV in Sport and Recreation (SRO 40103)
Diploma of Sport and Recreation (SRO 50103)
Advanced Diploma of Sport and Recreation (SRO 60103)
Certificate II in Community Recreation (SRC20201)
Certificate III in Community Recreation (SRC30201)
Certificate IV in Community Recreation (SRC40201)
Diploma of Community Recreation (SRC50201)
Certificate IV in Sport and Recreation (SRO 40199)
Diploma of Sport and Recreation (SRO 50199)
Certificate IV in Sports (Development) (SRS40399)
Diploma of Sport (Development) (SRS50399)
Certificate IV in Sports (Development) (SRS40503)
Diploma of Sports (Development) (SRS50503)
Graduate Certificate in Career Counselling for Elite Performers (Dance, Music, Sport) (21237VIC)
Diploma of Arts (Small Companies and Community Theatre) (21052VIC)