Faculty of Human Development Handbook

2005
A database containing all course information in this Handbook is on the University’s website at: www.vu.edu.au.

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Caution This handbook provides a guide to courses available within the Faculty of Human Development at the University in 2005. The Handbook cannot hope to cover all of the various options adequately, although it attempts to be as accurate as possible, and students should always check with the relevant faculty or school officers in planning their courses. The Handbook also includes descriptions of courses that may be altered later or that may not in fact be offered due to insufficient enrolments or changes in teaching personnel. The fact that details of a course are included in the Handbook can in no way be taken as creating an obligation on the part of the University, faculty or school to teach it in any given year, or to teach it in the manner described. The University reserves the right to discontinue or vary courses at any time without notice.

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How to use this book
Welcome to the Faculty of Human Development Handbook 2005. 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 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 point see the ‘Admission, Enrolment and Academic Procedures or 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) 9919 4478 to ensure that the pertinent information is still accurate.
The Faculty of Human Development has over 170 staff and the equivalent of 2996 full-time students located at six of the University's campuses – City Flinders, City King, Footscray Park, Melton, St Albans and Sunbury – with the Faculty Office located at the Footscray Park Campus.

The Faculty has four schools: Education (Footscray Park, Melton and Sunbury Campuses), Health Sciences (St Albans, City Flinders and City King Campuses), Nursing and Midwifery (St Albans Campus) and Human Movement, Recreation and Performance (City Flinders, Footscray Park, Melton and Sunbury Campuses). All have the similar objective to develop 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 our 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 Faculty has an extensive international program enabling students to undertake study and practical experiences in a number of other countries. Active exchange programs are in place with institutions in Canada, China, Germany, Hong Kong, North America, Hong Kong and The People's Republic of China, Thailand and Vietnam. Facilities and equipment within the Faculty are of a high standard. All schools have specialised teaching and research laboratories and multi-purpose computer rooms on all campuses. The School of Human Movement, Recreation and Performance has a range of gymnasia, a new aquatic facility, with other specialist facilities for various forms of physical activity and performance.

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

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

In addition to its undergraduate programs, the Faculty has extensive postgraduate courses and research programs to Doctoral level including a Professional Doctorate in Education. A dedicated research centre, the Centre for Ageing, Rehabilitation, Exercise and Sport (CARES), 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) is devoted to research on gender and health across the lifespan and provides a focus within CARES 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 of study, 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, and a new unit commenced at the Melbourne King Street Campus in June 2000. 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, An Mo Tui Na (Chinese Therapeutic Massage), Chinese Herbal 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) 9919 2625.

Osteopathic Medicine Clinic

The Osteopathic Medicine Clinic, located at the City Flinders Lane and St Albans Campus, as an outpatient clinic and teaching facility. The Clinic offers the general public, staff and students osteopathic consultation and treatment at affordable rates. The purpose of the Clinic is to provide a clinical based learning program and research for students in the Bachelor of Science-Clinical Sciences and Master of Health Science-Osteopathy programs. The Osteopathic Medicine Clinic endeavours to provide the highest possible standards of clinical competency and safe practice. For further information contact the Osteopathic Medicine Clinic St Albans (03) 9919 2625 City Flinders Lane (03) 9919 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) in The Centre for Rehabilitation, Exercise and Sport (CARES)

The Alma Unit for Research on Ageing: Gender and Health Across the Lifespan (AURA) in The Centre for Rehabilitation, Exercise and Sport (CARES) 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

Informal Process

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

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:

- 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
- 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 within two weeks of the publication of results for that semester, the student has made unsatisfactory progress in his/her course, and

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.

Exclusion from and Re-admission to a Course

Students who have been excluded for unsatisfactory progress 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.

Exclusion from and Re-admission to a Course

The Faculty will normally not grant deferment 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 deferment the following conditions will apply:

- 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.
- Where a deferment is granted it will be for a period of up to two semesters.
- At the expiry of deferment the student must complete and submit an Application to Return from Deferment form no later than the end of December in the year prior to recommencing study.
- Students granted a deferment who fail to comply with requirement (c) may lose their place in the course for which they have been granted deferment.

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, Deferment or Withdrawal is to be completed by the student and submitted to the Course Coordinator or nominee for authorisation.

Subject Enrolments

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

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

School of Health Science
School of Nursing 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% 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 2005 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 Professor and Chair of the University Foundation
The Rt Hon Sir Zelman Cowen AK, GCMG, GCVO, DCL, QC

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Dianne Fogg DipTching, DipPhysEd, GradDipMulticultEdMelb

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Deputy Vice-Chancellor (Management Services)
Professor Michael Hamerston BA, MEdMelb, MALond, ATEA, AUSTAFE

Deputy Vice-Chancellor (Education Services)
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(AActing) Pro Vice-Chancellor (International)
Professor Roman Tomasic LLB, MAjul, PhDNZWI, SJDPhil, Solicitor of the Supreme Court of New South Wales

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Pro Vice-Chancellor (Teaching, Learning and Student Support)
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Staff of the Faculty of Human Development

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Faculty Executive Officer
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Senior Administrative Officer – Policy & Procedures
Diane Wilkinson

Senior Administrative Officer – Communications
Chelsea Robertson

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Christine Cartledge

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Grace Schirripa DipBus/Admin)VicMelb
**FACULTY OF HUMAN DEVELOPMENT**

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**Faculty Student Centre Network**

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Head of Centre
Nadia Foster  BA(SwimBn), Grad Dip Crim Melb, Grad Dip VicMelb

*Administrative Officer – Academic Progress*
Grace Pulis  Ass Dip Sec Studs VicMelb

*Administrative Officer – Admissions*
Philomena Fernandes

*Information and Enquiry Officer*
Pam Eddy

**St Albans Campus**
Co-ordinator
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*Off Campus Administrators*
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Sue Ringham  Cert IV Workplace TrngAssmnt, Corporate Training Aust

**City Flinders Lane Campus**
*Administrative Officer*
Meryl Bailey

**Melton Campus**
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Anne McMillan

**Sunbury Campus**
*Administrative Officer - Graduations*
Carleen Abela

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Jack Reishauge  Chair in Human Movement Sciences

*Professor John Carlson*
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*Administrative Officer*
Aik-Lay Wec

**The Alma Unit for Research on Ageing (AURA)**
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*Aged Care Services Coordinator*
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**Victoria University Aquatic and Fitness Centre**
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*Centre Administrative Officer*
Wendy Munro

*Marketing and Membership Officer*
Rhonna Young  BAppSc VicMelb

*Health Club Supervisor*
Tony Marichal

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**School of Education**

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*Personal Assistant to Head of School*
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Anne Davies  Dip T(Prim), BEd LaT, MEd LaT
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School of Nursing and Midwifery

Head of School
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BEdStudMelb, MEdStudMelb
Julie Waters RNDiv1, CertNeuroMedSurgNsg,
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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 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 2005 the School of Education will offer the following undergraduate courses:

| Bachelor of Arts | Computer Mediated Art | S | Y | Y |
| Bachelor of Arts | Computer Mediated Art & Multimedia (Honours) | S | Y | Y |
| Bachelor of Education | Pre-Service Program P-12 | F,M,B | Y | n/a |
| Bachelor of Education | Post-Registration (Year 4) | B | Y | Y |
| Bachelor of Education | Diploma of Community Services | E | Y | Y |
| Bachelor of Education | Diploma of Community Services – Youth Work | E | Y | Y |
| Bachelor of Education | Associate Diploma of Arts – Recreation/Leadership | E | Y | Y |
| Bachelor of Education | Certificate in Occupational Studies – Social and Community Services | E | Y | Y |

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>Course Code</th>
<th>Course Name</th>
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<tbody>
<tr>
<td>AFC1005</td>
<td>Introduction to Cyberculture</td>
</tr>
<tr>
<td>AFC1001</td>
<td>Survey of Art 1</td>
</tr>
<tr>
<td>HFC1001</td>
<td>Introduction to Computer Mediated Art</td>
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<tr>
<td>Credits</td>
<td>Hours/week</td>
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<td>15</td>
<td>4</td>
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</tbody>
</table>
FACULTY OF HUMAN DEVELOPMENT

Semester Two
AFC1006 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
HFC2005 Introduction to Video Art 15 4
Elective 15 3
Total Semester One 120 364

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

Year Three
Semester One
AFC3001 The Professional Artist 20 4
HFC3001 The Digital Image 20 4
HFC3005 Installation Art 20 4
Total Semester One 60 120

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

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

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

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

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

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

Course Structure

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

<table>
<thead>
<tr>
<th>Semester Two</th>
<th>Credit</th>
<th>Hours/week</th>
</tr>
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<tbody>
<tr>
<td>AFC4001 Honours Special Study Research Project</td>
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</tr>
<tr>
<td>HFC4002 Honours Individual Creative Project B</td>
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<tr>
<td>Course Total:</td>
<td>120</td>
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</tbody>
</table>

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.

<table>
<thead>
<tr>
<th>Credit Points</th>
<th>Hours/week</th>
<th>Teaching Partnerships</th>
</tr>
</thead>
<tbody>
<tr>
<td>Semester One</td>
<td></td>
<td></td>
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<tr>
<td>HEB1610</td>
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<tr>
<td>General Studies: Current Research in Early Childhood Education</td>
<td></td>
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<tr>
<td>HEB1620</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>General Studies: Development Studies 1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Semester Two</td>
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<td></td>
</tr>
<tr>
<td>HEB2010</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>Mathematics &amp; Numeracy Education</td>
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<td>HEB1020</td>
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<td>3</td>
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<tr>
<td>Language, Education &amp; Culture</td>
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</table>

Year Two

<table>
<thead>
<tr>
<th>Credit Points</th>
<th>Hours/week</th>
<th>Teaching Partnerships</th>
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</thead>
<tbody>
<tr>
<td>Semester One</td>
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<tr>
<td>HEB3010</td>
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<td>3</td>
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<tr>
<td>Science, Technology &amp; Numeracy</td>
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<td>HEB3020</td>
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<td>Curriculum Theory</td>
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<td>Semester Two</td>
<td></td>
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<td>HEB1630</td>
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<tr>
<td>HEB2020</td>
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<tr>
<td>Arts and Literacy Education</td>
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Year Three

<table>
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<th>Hours/week</th>
<th>Teaching Partnerships</th>
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<tr>
<td>HEB1640</td>
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<tr>
<td>General Studies: Administration &amp; Management</td>
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<td>HEB4010</td>
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<tr>
<td>Physical Education, Health &amp; Community</td>
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<tr>
<td>Semester Two</td>
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<td></td>
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<tr>
<td>HEB3040</td>
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<tr>
<td>Inclusive Education</td>
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<tr>
<td>HEB1650</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>General Studies: Policy &amp; Practice in Early Childhood Education</td>
<td></td>
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</tbody>
</table>

Course Total: 180

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) from Victoria University 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>Credit Points</th>
<th>Hours/week</th>
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</thead>
<tbody>
<tr>
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<tr>
<td>HEB0060</td>
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<tr>
<td>Professional Collaboration</td>
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<td>HEB0063</td>
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<tr>
<td>Policy and Civics Education</td>
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<td>HEB4174</td>
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<td>Action Research 1</td>
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<tr>
<td>HEB0064</td>
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<td>Social Inquiry, Theory &amp; Research</td>
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<td>Action Research 2</td>
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<td>Semester Four</td>
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<td>HEB4283</td>
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<td>Professional Practice</td>
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<td>HEB4284</td>
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<tr>
<td>Reflective Practice Seminar</td>
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</tr>
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<td>Course Total: 180</td>
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</tbody>
</table>

Bachelor of Education – Four Year Pre-Service (P–12)

Course Code: HBED

Course Objectives

The aims of the course are to:

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

Articulation Pathways

The design of the course accommodates those students who seek transfer to or from the course after establishing a need for change of course or career orientation.
FACULTY OF HUMAN DEVELOPMENT

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.

Practical Placement
Students should note that they will be subject to safety screenings (police checks) before practice placements, in accordance with Department of Education and Training Policy.

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

Year One

| Semester One | HEB1010 Language, Technology & Education | 15 | 4 | 5(10) |
| Core General Studies Subject | 15 | 3 |
| Elective General Studies Subjects | 30 |
| Semester Two | HEB1020 Language, Education and Culture | 15 | 4 | 5(10) |
| Core General Studies Subject | 15 | 3 |
| Elective General Studies Subjects | 30 |
| Total Year One: | Credit Points | 120 |
| Hours (including Partnership days) | 468 |

Year Two

| Semester One | HEB2010 Mathematics & Numeracy Education | 15 | 4 | 9(20) |
| Core General Studies Subject | 15 | 3 |
| Elective General Studies Subjects | 30 | 6 |
| Semester Two | HEB2020 Language, Education and Culture | 15 | 4 | 9(20) |
| Core General Studies Subject | 15 | 3 |
| Elective General Studies Subjects | 30 | 6 |
| Total Year Two: | Credit Points | 120 |
| Hours (including Partnership days) | 468 |

Year Three

| Semester One | HEB3010 Science, Technology & Numeracy | 15 | 4 | 11(23) |
| HEB3020 Language, Technology & Education | 15 | 2 |
| Elective General Studies Subjects | 30 | 6 |
| Semester Two | HEB3030 Science, Technology & Numeracy | 15 | 4 | 11(22) |
| HEB3040 Language, Technology & 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 | 18(40) |
| HEB4080 Graduating Seminar | 10 | 1 |
| Total Year Four: | Credit Points | 120 |
| Hours (including Partnership days) | 533 |
| Course Total credit points: | 480 |
| Course Total hours | 1,911 |

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

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

<table>
<thead>
<tr>
<th>Core General Studies Subject</th>
<th>Credit Points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HEB1100 Literacy and Language</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HEB1200 Numeracy and Mathematics</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HEB1300 Visual Arts and Performance</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HEB1400 Health, Physical and Outdoor Studies</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HEB1500 Social and Scientific Inquiry</td>
<td>15</td>
<td>3</td>
</tr>
</tbody>
</table>

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

At the Footscray Park Campus, the School of Education offers the following major sequences of Elective General Studies:

- Information and Communication Technology
- Language and Literary Studies
- Visual Art
- Social Inquiry
- Drama

and Mathematics, which are offered in partnership with other Schools and Departments of the University.

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

Visual Arts

Select six of the following:

- AFC1005 Introduction to CyberCulture
- AFC1006 CyberCulture Studies
- HFC1001 Introduction to Computer Mediated Art
- HFC1002 Introduction to Drawing and Painting
- HFC1003 Computing for Artists
- HFC1004 Life Drawing and Painting
- HFC2002 Still Life Drawing and Painting
- HFC2004 Experimental Art
- HFC2005 Introduction to Video Art
- HFC2006 Video Art

Drama

- HPE4600 Drama 2A: Scripted Production
- HPE4610 Drama Composition
- HPE4630 Drama 2B: Drama in the Community
- HPE4640 Contemporary Performing Arts
- HPE8010 Drama
- HPE8020 Production Minor Project
- HPE8280 Style and Structure of Theatre

Mathematics

- SCM1611 Applied Statistics 1
- SCM1612 Applied Statistics 2
- SCM1711 Mathematical Foundations 1
- SCM1712 Mathematical Foundations 2
- SCM2713 Modelling for Decision Making
- SCM2911 Linear Programming
- SCM3712 Coding, Cryptography and Computer Security
- SMA1010 Introductory Mathematics

Information and Communication Technology

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

Language and Literary Studies

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

Melton Campus

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

- Contemporary Communication and Technology
- Language and Literary Studies (see subject sequence listed above)
- Information and Communication Technology (see subject sequence listed above)

Outdoor Education

- HEB0050 Introduction to Outdoor Education
- HEB0051 Safety in the Outdoors
- HEB0052 Environmental Inquiry
- HEB0053 Leadership in the Outdoors
- HEB0054 Integration in Outdoor Education
- HEB0055 Environmental Appreciation
- HEB0056 Philosophy of Outdoor Education
- HPE7010 Canoeing and Kayaking
- HPE7030 Rock Climbing
- HPE7050 Cross Country Skiing
- HPE7090 Sailing
- HPE7092 Adventure Activity
- HPE7093 Adventure Leadership
- HPE7100 Bushwalking
- HPE7102 Advanced Bushwalking
- HPE7105 Ski Touring and Snow Camping
- HPE7115 Expeditioning
- HPE3110 Expeditioning

Physical Education (for Primary teaching)

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

Sunbury Campus

The Sunbury Campus provides two course opportunities within the Bachelor of Education. Students will complement their Education studies if necessary with one or two of the following major sequences in Language and Literary Studies, Information and Communication Technology, Visual Arts, Drama, and Music Creativity and the Arts. 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), and Music Studies (depending on previous qualifications and experience) at the Sunbury campus. They will also be able to access Drama studies at Footscray and Visual Arts studies at St Albans campus. The following sequences of studies are offered:

- Language and Literary Studies (see subject sequence listed above)
- Information and Communication Technology (see subject sequence listed above)
Accelerated Program
Currently this program is only available to students who have completed or nearly completed (at least 2.5 full years) an undergraduate degree. Students enrolled in the Bachelor of Education – Accelerated (P-12) will be able to take elective general studies if required in Language and Literary Studies, Information and Communication Technology Studies (listed above). They will also be able to access supplementary elective studies in areas representative of their previous undergraduate studies if required.

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.

Practical Experience
A minimum of eighty days supervised teaching practice in both primary and secondary schools during the course.

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.

<table>
<thead>
<tr>
<th>Semester One</th>
<th>Credit points</th>
<th>Hours/week</th>
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</thead>
<tbody>
<tr>
<td>HEB4160 School Experience 7</td>
<td>15</td>
<td>20^</td>
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<tr>
<td>HEB4170 Action Research in Education 1</td>
<td>15</td>
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<tr>
<td>HEB4180 Curriculum Policy and Practice 1</td>
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<td>4</td>
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<tr>
<td>HEB4190 Curriculum in the Primary School 1</td>
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<table>
<thead>
<tr>
<th>Semester Two</th>
<th>Credit points</th>
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</tr>
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<tbody>
<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>6</td>
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</tbody>
</table>

Course Total: 120 604

^Number of days at 6 hours per day.
requirements for teaching in Victorian Government schools. The Program is organised around three strands of study and offers multiple articulated pathways and exit points. Students will be eligible to apply for the following qualifications upon successful completion of the corresponding full year of study.

**Year One**
Certificate in Occupational Studies – Social and Community Services

**Year Two**
Associate Diploma of Arts – Recreation/Fitness Leadership
or
Diploma of Community Services – Youth Work

**Year Three**
Bachelor of Arts (Nyerna Studies)

**Year Four**
Bachelor of Education (Nyerna Studies)

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

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

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

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

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

**Course Structure**
The Bachelor of Education (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.

**Pathway One: Youth and Community Studies**

**Semester One**
- AXS2013 Koori Knowledge and Culture 3
- HEE2180 Mathematics Learning (inc. 15 days Community Partnerships) 10 3
- HEE2190 Youth and Community Studies 2
- HEE2191 Case Management and Group Work 10 3
- HEE2192 Policy Development 10 3
- HEE2193 Managing an Agency 1 (inc. 10 days Community Partnerships) 10 2

**Semester Two**
- AXS2014 Koori Knowledge and Culture 4
- HEE2181 Policy and Practice (inc. 15 days Community Partnerships) 10 3
- HEE2194 Youth & Community Studies 3
- HEE2195 Information & Organisation Systems 10 3
- HEE2196 Social & Political Economics 10 3
- HEE2197 Managing an Agency 2 10 2
- Total Year Two (Pathway 1): 120 416
- Total Community Partnerships days: 30

**Pathway Two: Sport and Recreation Studies**

**Semester One**
- AXS2013 Koori Knowledge and Culture 3
- HEE2180 Mathematics Learning (inc. 15 days Community Partnerships) 10 3
- HPE7000 Camping 10 3
- HPR1204 Disability Awareness and Recreation 10 3
- HPS1140 Exercise and Sports Science 1 10 3
- Total Year One: 120 390
- Total Community Partnerships days: 20

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

**Semester One**
- AXS1013 Koori Knowledge and Culture 1 10 2
- HEE1180 Learning & Communication (inc. 10 days Community Partnerships) 10 5
- HEE1190 Youth and Community Studies 1 20 4
- HPL1185 Introduction to Recreation & Fitness 10 3
- HPL3075 Water Safety & Lifesaving or HPL3095 Teaching Swimming 10 2

**Semester Two**
- AXS1014 Koori Knowledge and Culture 2 10 2
- HEE1181 Language Development (inc. 10 days Community Partnerships) 10 5
- HEE1191 Community Development & Young People 20 4
- HPL2126 Physical Growth & Development 10 2
- HPS1170 Physical Activity Programs 10 2
- Total Year One: 120 390
- 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).
### Year Two (Pathway 2)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>EFTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>HPR2009</td>
<td>Recreation Services Marketing</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HPL3900</td>
<td>Outdoor Recreation</td>
<td>10</td>
<td>3</td>
</tr>
<tr>
<td>Total Year Two (Pathway 2):</td>
<td></td>
<td>120</td>
<td>403</td>
</tr>
<tr>
<td>Total Community Partnerships days:</td>
<td></td>
<td>30</td>
<td></td>
</tr>
</tbody>
</table>

### Year Three

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

#### Pathway One: Youth and Community Studies

**Semester One**
- AXS3013 Koori Knowledge and Culture 10 3
- HEE3180 Curriculum Knowledge 20 2
- HEE3181 Program Development (inc. 20 days Community Partnerships) 20 4
- HEB4181 Youth Policy and Practice 10 3

**Semester Two**
- AXS3014 Koori Knowledge and Culture 10 3
- HEE3182 Curriculum Knowledge 20 2
- HEE3183 Educational Change (inc. 20 days Community Partnerships) 20 4
- HEB4174 Action Research 10 3

Total Year Three (Pathway 1): 120 312
Total Community Partnerships days: 40

#### Pathway Two: Sport and Recreation Studies

**Semester One**
- AXS3013 Koori Knowledge and Culture 10 3
- HEE3180 Curriculum Knowledge 20 2
- HEE3181 Program Development (inc. 20 days Community Partnerships) 20 4
- HPR0311 Financial Management in Recreation 10 4

**Semester Two**
- AXS3014 Koori Knowledge and Culture 10 3
- HEE3182 Curriculum Knowledge 20 2
- HEE3183 Educational Change (inc. 20 days Community Partnerships) 20 4
- HPS7032 Club Administration and Volunteerism 10 3

Total Year Three (Pathway 2): 120 313
Total Community Partnerships days: 40

#### Pathway Three: Physical Education Studies

**Semester One**
- AXS3013 Koori Knowledge and Culture 10 3
- HEE3180 Curriculum Knowledge 20 2
- HEE3181 Program Development (inc. 20 days Community Partnerships) 20 4
- HPD2200 Motor Skill Acquisition in Children 10 3

**Semester Two**
- AXS3014 Koori Knowledge and Culture 10 3
- HEE3182 Curriculum Knowledge 20 2
- HEE3183 Educational Change (inc. 20 days Community Partnerships) 20 4
- HPD3200 Contemporary Issues in Teaching Physical Education 10 3

Total Year Three (Pathway 3): 120 312
Total Community Partnerships days: 40

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

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

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

Total Year Four: 120 286
Total Community Partnerships days: 40

*Suggested Activity Subjects for Pathway Two, Year Two

<table>
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<th>Course Title</th>
<th>Credits</th>
<th>EFTS</th>
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<tbody>
<tr>
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<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>
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<td>3</td>
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<tr>
<td>HPE7010</td>
<td>Canoeing and Kayaking</td>
<td>10</td>
<td>3</td>
</tr>
<tr>
<td>HPE7070</td>
<td>Snow Sking</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>
</tr>
<tr>
<td>HPE7100</td>
<td>Bushwalking</td>
<td>10</td>
<td>3</td>
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</table>

### 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, AusSwim, etc. depending on the subjects studied.
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 2005, the School of Health Sciences will offer the following undergraduate courses:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
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<tbody>
<tr>
<td>HBD3000</td>
<td>Health Science 1</td>
<td>J</td>
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<tr>
<td>HBD3110</td>
<td>Dermal Techniques 1</td>
<td>S,ZA</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>HBD3220</td>
<td>Psychological Issues</td>
<td>S,I</td>
<td>Y</td>
<td>n/a</td>
</tr>
<tr>
<td>HBD3100</td>
<td>Clinical Practice 1</td>
<td>ZA,H</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>HBD3102</td>
<td>Nutrition for Health and Well-Being</td>
<td>S</td>
<td>Y</td>
<td>n/a</td>
</tr>
<tr>
<td>HBD3103</td>
<td>Graduating Seminar</td>
<td></td>
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</table>

**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. International students are eligible to apply for entry to the course. Students will be required to undergo a Victoria Police check before commencing placement subjects. Police checks need to be conducted annually throughout the program. Prospective and continuing students should be aware that not passing relevant police checks may restrict access to clinical placements necessary for graduation.

**Course Duration**

The course is offered over three semesters full-time or part-time equivalent.

**Course Structure**

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

<table>
<thead>
<tr>
<th>Year One</th>
<th>Credit points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>Semester One</td>
<td></td>
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</tr>
<tr>
<td>HBD3000 Health Science 1</td>
<td>20</td>
<td>6</td>
</tr>
<tr>
<td>HBD3110 Dermal Techniques 1</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>APU3001 Psychological Issues</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>Semester Two</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HBD3002 Health Science 2</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HBD3220 Dermal Techniques 2</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HBD3100 Clinical Practice 1</td>
<td>15</td>
<td>4</td>
</tr>
<tr>
<td>HBD3102 Research Perspectives &amp; Practice</td>
<td>15</td>
<td>2</td>
</tr>
<tr>
<td>Semester 3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HBD3103 Nutrition for Health and Well-Being</td>
<td>15</td>
<td>2</td>
</tr>
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<td>HBD3200 Clinical Practice 2</td>
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<td>4</td>
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<tr>
<td>HBD3330 Dermal Techniques 3</td>
<td>15</td>
<td>3</td>
</tr>
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<td>HBD3104 Graduating Seminar</td>
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<td>3</td>
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<td>Course Total</td>
<td>180</td>
<td>408</td>
</tr>
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</table>

**Clinical Training**

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

**Website**

www.staff.vu.edu.au/cdt

**Graduation Requirements**

In order to be awarded a Bachelor of Science – Clinical Dermal Therapies degree, students must pass all components of assessment where indicated and satisfactorily complete all theoretical and clinical hurdle requirements to proficiency standards as specified by local industry and government requirements.

**Career Opportunities**

Students will obtain knowledge and skills to equip them for professional careers in the growing field of Clinical Dermal Therapy. Graduates find career paths that allow them to perform advanced treatments such as laser on their clients and to work...
together with medical, paramedical and allied health professionals to enhance aesthetic outcomes in exciting areas like dermal plastic surgery and reconstructive surgery.

**Clinical Placement**

Students will be required to undergo a Victoria Police Check before commencing placement subjects. Police checks need to be conducted annually throughout the program. Prospective and continuing students should be aware that not passing relevant police checks may restrict access to clinical placements necessary for graduation.

**Professional Recognition**

All graduates should be eligible for membership with the Australian Society of Dermal Clinicians.

**Bachelor of Health Science – Natural Medicine (Conversion)**

Course Code: HBMN (internet) / HBNL (local)

(These courses are currently under review.)

**Course Objectives**

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

**Admission Requirements**

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

**Course Duration**

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

**Course Structure**

<table>
<thead>
<tr>
<th>Year One</th>
<th>Credit</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>Semester One</td>
<td>HHN0011 Philosophical Concepts in Natural Medicine 12</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>HHN0012 Ethical and Legal Issues 12</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td>HHN0013 Research Skills 12</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td>HHN0014 Developing Pharmacological Understanding in Natural Medicine Practice 12</td>
<td>8</td>
</tr>
<tr>
<td>Semester Two</td>
<td>HHN0021 Counselling Skills for Natural Medicine Practitioners 12</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>HHN0022 Professional Writing in Natural Medicine 12</td>
<td>9</td>
</tr>
<tr>
<td></td>
<td>HHN0023 Research Project 24</td>
<td>11</td>
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<td>Course Total:</td>
<td>96</td>
<td>552</td>
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</table>

**Articulation Pathways and Credit**

Students who successfully complete the course will be eligible to apply for credit towards the Graduate Diploma in Western Herbal Medicine and Graduate Diploma in Complementary Medicine. 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 Naturopathy & Homoeopathy**

Course Code: HBNH

(This course is currently under review.)

**Course Objectives**

- Demonstrate the principles and practice of bodywork, naturopathy and homoeopathy;
- Develop skills to an advanced level for the promotion of health and wellbeing within the Community;
- Perform clinical skills to an advanced level with the use of naturopathy and homoeopathy;
- Apply and demonstrate safe practices in the prescribing and the preparation of naturopathic herbal preparations;
- Apply and demonstrate safe practices in the prescribing and preparation of homoeopathic preparations;
- Demonstrate skills for the clinical assessment of patients and demonstrate an ability to prescribe the most appropriate form of treatment;
- Recognise and refer patients to medical facilities where appropriate;
- Communicate effectively within practice;
- Work both autonomously and collaboratively as a professional; and
- Accurately assess the health of patients after completing a thorough naturopathic or homoeopathic consultation.

**Course Structure**

The course is full-fee paying and comprises:
- two year in TAFE: Advanced Diploma in Naturopathy integration semester: a combined summer program
- two year Higher Education: degree conversion

**Summer School**

<table>
<thead>
<tr>
<th>Credit</th>
<th>Hours/week</th>
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<tbody>
<tr>
<td>HHH2301 University Skills for Natural Medicine Students 15</td>
<td>36</td>
</tr>
<tr>
<td>HHH2302 Indology 1 15</td>
<td>48</td>
</tr>
<tr>
<td>HHH2303 Bodywork Therapies 1 15</td>
<td>48</td>
</tr>
<tr>
<td>HHH2304 Aromatherapy 15</td>
<td>36</td>
</tr>
<tr>
<td>Total:</td>
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</tbody>
</table>

**Year 3**

<table>
<thead>
<tr>
<th>Credit</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HHH3100 Bodywork Therapies 2 12</td>
<td>48</td>
</tr>
<tr>
<td>HHH3101 Indology 2 12</td>
<td>36</td>
</tr>
<tr>
<td>HHH3102 Homoeopathy 1 12</td>
<td>96</td>
</tr>
<tr>
<td>HHH3103 Phytotherapeutic Materia Medica 1 12</td>
<td>48</td>
</tr>
<tr>
<td>HHH3104 Naturopathic and Homoeopathic Clinicals 12</td>
<td>36</td>
</tr>
<tr>
<td>Semester Two</td>
<td>HHH3200 Homoeopathy 2 10</td>
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<tr>
<td></td>
<td>HHH3201 Nutriceuticals 10</td>
</tr>
<tr>
<td></td>
<td>HHH3202 Counselling Skills for Natural Medicine Practitioners 10</td>
</tr>
<tr>
<td></td>
<td>HHH3203 Developing Pharmacological Understanding in Natural Medicine Practice 10</td>
</tr>
</tbody>
</table>
Admission Requirements
To qualify for entry into the course students must have completed the Advanced diploma in Naturopathy or equivalent conducted by TAFE. Applicants must also have successfully completed the Victoria Certificate of Education (not more than two attempts) or the equivalent, with a pass or better in English and either Chemistry or Biology.

Mature age applicants will need to complete a supplementary information form, giving references to the applicant’s life and work experience, motivation and past education record.

Students will be required to undergo a Victorian Police check before commencing placement subjects. Police checks need to be conducted annually throughout the program. Prospective and continuing students should be aware that not passing relevant police checks may restrict access to clinical placements necessary for graduation.

Course Duration
The course is offered fulltime over 9 semesters with an integrated summer semester or part-time equivalent.

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

Graduation Requirements
In order to be awarded a Bachelor of Science – Naturopathy & Homoeopathy degree, students must pass all components of assessment where indicated and satisfactorily complete all theoretical and clinical hurdle requirements to proficiency standards as specified in Williams, V. (Ed.). (2005). Clinical policies and procedures manual. Melbourne: Victoria University, School of Health Science, CIMU. Students should presume that the content in this reference constitute Required Reading throughout the entire Naturopathy & Homoeopathy degree.

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

Course Code: HXPA

Course Objectives
The aims of this course are to produce graduates who can:

- identify, evaluate and manage the physical, psychological and social needs of patients and members of the community undergoing paramedic assessment, treatment and transport, and apply problem solving skills when planning and implementing out-of-hospital care;
- perform paramedic skills and techniques within paramedic protocols and apply paramedic knowledge necessary for safe, efficient and effective practice within paramedic environments;
- interpret the paramedic needs of patients and members of the community within a holistic framework and apply an integrated holistic approach in paramedic practice;
- perform effectively and safely as an independent person and as a member of a health care team in paramedic environments;
- be sensitive to contemporary issues within socially and culturally diverse communities and predict and respond effectively to such issues when providing paramedic practice;
- examine current research and developments in paramedic practice and evaluate their implications for paramedics and paramedicine.

Admission Requirements
To qualify for entry into the course students must have completed the Advanced diploma in Naturopathy or equivalent conducted by TAFE. Applicants must also have successfully completed the Victoria Certificate of Education (not more than two attempts) or the equivalent, with a pass or better in English and either Chemistry or Biology.
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.

Students enrolled in the Bachelor of Health Science degree will be required to produce a current Victorian drivers’ licence, and undergo a Victorian Police Check, a medical check and a physical capacity test before commencing placement subjects. Police checks need to be conducted annually throughout the program. Prospective and continuing students should be aware that not passing relevant police checks may restrict access to clinical placements necessary for graduation.

Course Duration
The course is offered on a full-time basis or part-time equivalent for Years One and Two only, and part-time only for Year Three. Clinical placements will be facilitated to suit individual needs of international students.

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 One</td>
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</tr>
<tr>
<td>HFB1101 Fundamentals of Paramedicine 1</td>
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<td>HFB1102 Paramedic Sciences 1</td>
<td>15</td>
<td>4</td>
</tr>
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<td>HFB1801 Out of Hospital Practice</td>
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<td>6</td>
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<td>HFB1802 Prehospital Clinical</td>
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<td>Semester Two</td>
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<td>HFB1203 Paramedic Practice 1</td>
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<td>HFB1204 Paramedic Clinical 1</td>
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<td>HFB2100 Paramedic Practice 2</td>
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<td>HFB2101 Paramedic Clinical 2</td>
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<td>HFB2102 Fundamentals of Paramedicine 3</td>
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<td>HFB2103 Paramedic Sciences 3</td>
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<tr>
<td>Semester Two</td>
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<td>HFB2205 Paramedical Internship</td>
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<tr>
<td>HFB2206 Fundamentals of Paramedicine 4</td>
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<td>HFB2207 Paramedic Sciences 4</td>
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<td>Total Year Two:</td>
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<table>
<thead>
<tr>
<th>Year Three (Part-time only)</th>
<th>Credit Points</th>
<th>Hours/Week</th>
</tr>
</thead>
<tbody>
<tr>
<td>Semester One</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HFB3111 Professional Basis of Paramedic Practice 1</td>
<td>15</td>
<td>4</td>
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<tr>
<td>HFB3301 Issues in Prehospital Health Service Delivery</td>
<td>15</td>
<td>3</td>
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<tr>
<td>Semester Two</td>
<td></td>
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<tr>
<td>HFB3122 Professional Basis of Paramedic Practice 2</td>
<td>15</td>
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<td>HFB3211 Integration of Paramedic Practice 1</td>
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<table>
<thead>
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<th>Hours/Week</th>
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<tbody>
<tr>
<td>Semester One</td>
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</tr>
<tr>
<td>HFB3401 Prehospital Ethical and Legal Issues</td>
<td>20</td>
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<td>Elective A</td>
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</tr>
<tr>
<td>Semester Two</td>
<td></td>
<td></td>
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<tr>
<td>HFB3501 Research in Paramedic Practice</td>
<td>20</td>
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</tr>
<tr>
<td>Elective B</td>
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<tr>
<td>Course Total</td>
<td>360</td>
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</table>

General Electives
Students may choose electives from any other higher education courses offered by the University, subjects to the approval of the Course Coordinator. Elective contact hours may be greater than (3) contact hours.

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
Students may be asked to show cause why they should not be excluded from the course if they fail to complete the course within seven calendar years on a combined full-time (Year One and Two) part-time (Year Three) basis.

Graduate Requirements
In order to be awarded the degree Bachelor of Health Science-Paramedic, students must attain proficiency standard as stipulated by local industry guidelines in all paramedic practical assessments and must obtain an Upgraded Pass in all practical subjects. In order to be enrolled in Year Three, students must have successfully completed Years One and Two, or equivalent.

Career Opportunities
Students will obtain skills, knowledge and personal attributes necessary for employment in an ambulance service. The skills, knowledge and attributes should also provide graduates with a competitive advantage for selection and promotion in the paramedicine career pathways.

Professional Recognition
All graduates are eligible to apply for membership of the Australian college of Ambulance Professionals.

Bachelor of Health Science – Paramedic (1 yr Conversion)

Course Code: HBPA
(This course is currently under review.)

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;
- enhance the knowledge and skills of paramedics enabling them to function more effectively in their current practice;
- provide opportunities for paramedic practitioners to explore practice behaviours and attitudes in light of contemporary multicultural and multidisciplinary environments;
- stimulate paramedic practitioners to use problem solving skills when planning and implementing prehospital emergency care;
- produce graduate paramedics who can apply a research approach relevant to present practice;
- produce graduates who can examine current developments in paramedic practice and their implications for paramedics and paramedicine.

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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; or
- be eligible for registration as a paramedic by the relevant body within the applicant’s state or country of residence; and
- have a minimum of one-year post-qualification experience.

Course Duration
The course is offered over one (1) year on a full-time basis or part-time equivalent, as demand requires.

Students will be required to produce a current Victorian drivers’ licence, and undergo a Victoria Police Check, a medical check and a physical capacity test before commencing placement subjects. Clinical placements will be facilitated to suit individual needs of international students.

Course Structure

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Credit Points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HBAT Common Year</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HBCM Chinese Medicine</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

General Electives
Student may choose an elective from any other higher education course offered by the University, subject to the approval of the Course Coordinator. Elective contact hours may be greater than three (3) contact hours.

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
Students may be asked to show cause why they should not be excluded from the course if they fail to complete the course within three calendar years full-time or six years part-time.

Bachelor of Health Science – Chinese Medicine
(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:
- 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.

Clinical Placement
Students will be required to undertake a Victoria (Police Check) before commencing clinical placement subjects. Students need to be conducted annually throughout the program. Prospective and continuing students should be aware that not passing relevant police checks may restrict access to clinical placements necessary for graduation.

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

<table>
<thead>
<tr>
<th>Year One</th>
<th>Credit Points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>Semester One</td>
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<td></td>
</tr>
<tr>
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<tr>
<td>HHTI1002</td>
<td>22</td>
<td>8</td>
</tr>
<tr>
<td>HHTI1004</td>
<td>10</td>
<td>3</td>
</tr>
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<td>8</td>
<td>2</td>
</tr>
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<td>SBM1515</td>
<td>8</td>
<td>4</td>
</tr>
<tr>
<td>Semester Two</td>
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<td></td>
</tr>
<tr>
<td>HHTI1005</td>
<td>12</td>
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<td>7</td>
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<tr>
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<td>6</td>
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<tr>
<td>HHTI1008</td>
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<td>4</td>
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### Year One

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### Year Two

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### Year Three

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### Year Four

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<td>HHK4032</td>
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</table>

### Course Total:

- Acupuncture: 480 (2,617
- Chinese Herbal Medicine: 480 (2,614

*Total Semester Hours for Subject

### Clinical Training

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

### Graduation Requirements

In order to be awarded a Bachelor of Science – Chinese Medicine degree, students must pass all components of assessment and satisfactorily complete all theoretical and clinical hurdle requirements to proficiency standards as specified in Beer, S. (Ed.). (1999). *Clinical policies and procedures manual*. Melbourne: Victoria University, School of Health Science, TCM Unit; Ferrigno, P. (Ed.). (2003). *Logbook of clinical hours [CD and manual*]. Melbourne: Victoria University, School of Health Sciences, TCM Unit; and Williams, V. (Ed.). (2001). *Clinical policies and procedures manual*. Melbourne: Victoria University, School of Health Science, TCM Unit. Students should presume that the content in those references constitutes required reading throughout the entire Chinese Medicine degree.
Bachelor of Health Science (Chinese Medicine & Clinical Sciences)

(Double Major)

Course Code: HBDH Chinese Herb specific (years 3-4.5)
HBCU Acupuncture stream specific (years 3-4.5)

Students must enrol 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:

Year Three – Semester One
Common Subjects
SBM3515 Clinical Pharmacology and Pathophysiology 8 78
HHT3001 Internal Medicine 12 78

Year 3 Herb Stream specific subjects
HHI3011 Chinese Herbal Medicine Workshop 10 39
HHI3010 Chinese Medicine Clinical Practice – Herb Major 3 14 78

Year 2 Acupuncture stream specific subjects
APTI2050 Psychology for Chinese Medicine Practitioners 6 39
HHK2010 Chinese Medicine Clinical Practice – Acupuncture Major 1 10 26

Total: 60 338

Year Three – Semester Two
Common Subjects
SBM3525 Clinical Pathophysiology 8 52
HHT3001 Internal Medicine 12 78
HHT3003 Counselling Skills for Chinese Medical Practice 8 52
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 2 Acupuncture stream specific subjects
HHK2002 Acupuncture Theory 8 39
HHK2020 Chinese Medicine Clinical Practice – Acupuncture Major 2 4 26

Total: 60 403

Year Four - Semester One
Common Subject
HHT4003 Chinese Medicine Specialities 8 39

Year 4 Herb stream specific subjects
Year Four – Semester Two
HHI4005 Schools of Thought in Chinese Herbal Medicine 8 30
HHI4020 Chinese Medicine Clinical Internship 2 – Herb Major 30 208

Year 3 Acupuncture stream specific subjects
HHK3002 Acupuncture Therapeutic Applications 10 39
HHK3020 Chinese Medicine Clinical Practice – Acupuncture Major 4 12 39

Total: 60 316

Year Five – Semester One
HHT3002 Major Classics – Nei Jing 8 39
HHT4001 Case Conferencing and Clinical Issues 6 20
HHT4002 Research Methods for Chinese Medicine 8 39
HHK4001 Treatment of Musculo-Skeletal Disorders 8 39
HHK4002 Chinese Medical Specialties: Acupuncture 10 39
HHK4010 Chinese Medicine Clinical Internship 1 – Acupuncture Major 20 104

Total: 60 286

Year Five – Semester Two
HHK2003 Musculo-Skeletal Assessment Skills for Acupuncture 6 39
HHK4004 Schools of Thought in Acupuncture 8 20
HHK4020 Chinese Medicine Clinical Internship 2 – Acupuncture Major 30 208
HHT4001 Case Conferencing and Clinical Issues 4 20
HHT4004 Professional Issues for Chinese Medical Practice 6 40
HHK4005 Chinese Medicine Acute Interventions 6 40

Total: 60 367

Students Articulating from Acupuncture specialisation
HBCU – Acupuncture Year 3,4,5

Year Three – Semester One
Common Subjects
SBM3515 Clinical Pharmacology & Pathophysiology 8 78
HHT3001 Internal Medicine 12 78

Year 3 Acupuncture Micro-system
HHK3001 Chinese Medicine Micro-systems 6 26
HHK3002 Acupuncture Therapeutic Applications 8 39
HHK3010 Chinese Medicine Clinical Practice – Acupuncture Major 3 10 78

Year 2 Herb Stream specific subjects
HHL3001 Advanced Formulas & Strategies 6 39
HHL3020 Chinese Medicine Clinical Practice – Herb Major 1 10 26

Total: 60 364

Year Three – Semester Two
Common subjects
HHT3001 Internal Medicine 12 78
HHT3003 Counselling Skills for Chinese Medical Practice 8 52
HHT3004 Clinical Pharmacology for Chinese Medical Practice 6 39
SBM3525 Clinical Pathophysiology 8 52

Year 3 Acupuncture stream specific subjects
HHK3002 Acupuncture Therapeutic Applications 6 39
HHK3020 Chinese Medicine Clinical Practice – Acupuncture Major 4 8 78

Year 2 Herb stream specific subjects
HHL3001 Advanced Formulas and Strategies 6 39
HHI4020 Chinese Medicine Clinical Internship 2 – Herb Major 6 26

Total: 60 403

Year Four – Semester One
Common subject
HHT4003 Chinese Medical Specialities 8 39
# Bachelor of Health Science – Traditional Chinese Medicine

**Chinese Herbal Medicine**

**Course Code:** HBCH  
**(continuing students only)**

## Course Structure

<table>
<thead>
<tr>
<th>Year Four – Semester One</th>
<th>Credit Points</th>
<th>Hours/Week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HHH4114 Major Classics – Wen Bing</td>
<td>10</td>
<td>26</td>
</tr>
<tr>
<td>HHH4154 Chinese Medical Dermatology</td>
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<td>26</td>
</tr>
<tr>
<td>HHC4184 Clinical Internship (CM) 1</td>
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<tr>
<td>HHH4164 Chinese Medical Gynaecology</td>
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<tr>
<td>HHT4114 Emergency Medicine</td>
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<table>
<thead>
<tr>
<th>Year Four – Semester Two</th>
<th>Credit Points</th>
<th>Hours/Week</th>
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</thead>
<tbody>
<tr>
<td>HHT4124 Professional Issues</td>
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</tr>
<tr>
<td>HHC4284 Clinical Internship (CM) 2</td>
<td>34</td>
<td>200</td>
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<td>HHH4234 Schools of Thought in TCM</td>
<td>10</td>
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<tr>
<td>HHH4214 Chinese Medical Paediatrics</td>
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<tr>
<td>Course Total</td>
<td>480</td>
<td>2,432</td>
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</table>

## Bachelor of Science – Clinical Sciences

**Course Code:** HBOS  
**(This course is currently under review.)**

## Course Objectives

The aims of the course are to:

- prepare graduates for entry into the Master of Health Science – Osteopathy. Upon completion of the Masters degree, a graduate will be eligible to apply for registration as an osteopath;
- provide an education which contributes to the individual's personal, professional and intellectual growth;
- provide an education which contributes to the preparation of competent primary health care practitioners who, upon graduation from the Masters degree, are able to:
  - apply osteopathic principles to formulate and prescribe suitable and safe management of patients;
  - assess the health status of the patient, including physical, socio-economic and psychological factors;
- communicate with the patient and 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 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.

Students will be required to undergo a Victoria Police check before commencing placement subjects. Police checks need to be conducted annually throughout the program. Prospective and continuing students should be aware that not passing relevant police checks may restrict access to clinical placements necessary for graduation.
### Course Structure

#### Year One (new structure: commencing 2005 students)

<table>
<thead>
<tr>
<th>Semester One</th>
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</thead>
<tbody>
<tr>
<td>HHA1229 Anatomy 1</td>
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<tr>
<td>HHOI529 Osteopathic Science 1</td>
<td>18</td>
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<td>7</td>
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<tr>
<td>SMS1720 Biochemistry 1 (Osteopathy)</td>
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<tr>
<td>SBF1738 Cell Structure and Function</td>
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<table>
<thead>
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<tbody>
<tr>
<td>HHA1229 Anatomy 1</td>
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<td>HHD1100 Clinical Diagnosis 1</td>
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<td>HHOI529 Osteopathic Science 1</td>
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<td>7</td>
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<td>HHP1329 Physiology 1</td>
<td>8</td>
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<td>3</td>
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<tr>
<td>HHU1129 Clinical Practicum 1</td>
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<tr>
<td>HYY1101 Pathology</td>
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<td>SMS1720 Biochemistry 1 (Osteopathy)</td>
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</table>

Total Year One: 120 598

#### Year Two (old structure: continuing students)

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<tbody>
<tr>
<td>HHA2249 Anatomy 2</td>
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<td>HHC2819 Biomechanics 1</td>
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<td>HHM2429 Biometry 2</td>
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<td>HHO2549 Osteopathic Science 2</td>
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<td>HHP2349 Physiology 2</td>
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<td>HHP2349 Physiology 2</td>
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<td>HHY2619 Pathology 1</td>
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Total Year Two: 120 687

#### Year Three (old structure: continuing students)

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<td>HHC3829 Biomechanics 2</td>
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<td>HHD3759 Clinical Diagnosis and Management 2</td>
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<td>HHL3919 Pharmacology 1 (Osteopathy)</td>
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<td>HHM3439 Biometry 3</td>
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<tr>
<td>HHY3629 Pathology 2</td>
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Total Year Three: 120 838

Total Course: 360 2,123

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**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.

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

**Clinic Website**

www.omec.org.au

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**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.

**Graduation Requirements**

In order to be awarded a Bachelor of Science – Clinical Sciences, students must complete the hurdle clinical requirements.

**Career Opportunities**

Students will obtain knowledge and skills to equip them for professional careers as osteopaths in today’s international market.

**Professional Recognition**

All graduates will be eligible for registration with the Osteopaths Registration Board of Victoria, and for registration as an osteopath in all other Australian states by mutual recognition with the Osteopaths Registration Board. Registered Osteopaths are also eligible for membership with other professional associations.
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 2005, the School of Human Movement, Recreation and Performance will offer the following undergraduate courses:

<table>
<thead>
<tr>
<th>Course Offerings</th>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
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<tr>
<td>Bachelor of Exercise Science</td>
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<tr>
<td>– Human Movement</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>– Human Movement/Bachelor of Psychology</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>– Human Movement/Bachelor of Arts Sport Administration</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Applied Science</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>– Physical Education (Secondary)</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>Bachelor of Arts</td>
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<td>n/a</td>
<td></td>
</tr>
<tr>
<td>– Performance Studies</td>
<td>F</td>
<td>Y</td>
<td>n/a</td>
</tr>
<tr>
<td>– Performance and Multimedia</td>
<td>F</td>
<td>Y</td>
<td>n/a</td>
</tr>
<tr>
<td>– Recreation Management/Bachelor of Business</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>– Sports Administration</td>
<td>B</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>– Sports Administration/Bachelor of Business – Management</td>
<td>B</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>– Sports Administration/Bachelor of Business – Marketing</td>
<td>B</td>
<td>Y</td>
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<tr>
<td>Bachelor of Recreation Management</td>
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<tr>
<td>– Recreation Management (Honours)</td>
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<td>Bachelor of Applied Science (Honours)</td>
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<tr>
<td>Bachelor of Arts (Honours)</td>
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<td></td>
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<tr>
<td>– Performance Studies</td>
<td>B</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>– Recreation Management</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
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</tbody>
</table>

* = Continuing Education Courses
# = Continuing students only

Bachelor of Exercise Science and Human Movement

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

<table>
<thead>
<tr>
<th>Exercise and Sport Science Stream</th>
<th>Credit points</th>
<th>Hours/week</th>
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<td><strong>Year One</strong></td>
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<tr>
<td>Semester One</td>
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<tr>
<td>SBM1174 Human Physiology</td>
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<tr>
<td>HPE1101 Structural Kinesiology</td>
<td>15</td>
<td>3</td>
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<td>HPE1102 Career and Professional Development</td>
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<td>3</td>
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<tr>
<td>HPE1206 Sport Psychology</td>
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<tr>
<td><strong>Semester Two</strong></td>
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</tr>
<tr>
<td>HPE1103 Philosophy of Exercise Science and Human Movement</td>
<td>15</td>
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<tr>
<td>HPE1202 Biomechanics</td>
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<td>3</td>
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<tr>
<td>HPE1203 Social Dimensions of Sport &amp; Exercise</td>
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<td>HPE2104 Exercise Physiology</td>
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<td>Total:</td>
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</table>
Bachelor of Exercise Science and Human Movement/Bachelor of Psychology

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

Four years on a full-time basis or part-time equivalent.

Course Structure

**Year One**

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<th>Course Title</th>
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<tr>
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<td>HPE1102</td>
<td>Career &amp; Professional Development 1</td>
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<td>HPE1103</td>
<td>Philosophy of Exercise Science &amp; Human Movement</td>
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**Year Two**

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<td>History of Sport</td>
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<td>HPE2203</td>
<td>Social Dimensions of Sport &amp; Exercise</td>
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**Year Three**

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<td>HPE3201</td>
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Course total: 360 | 756
UNDERGRADUATE STUDIES

Year Three
Semester One
HPE2112 History of Sport 15 3
HPE2100 Exercise Psychology 15 3
APP3011 Psychology 3A 15 4
Arts Elective 15 4

Semester Two
HPE2213 Career & Professional Development 2 15 3
HPE2214 Sport & Fitness Delivery Systems 15 3
APP3011 Psychology 3A 15 4
Arts Elective 15 4
Total: 120 336

Year Four
Semester One
HPE3112 Career & Professional Development 3 15 3
Elective 15 3
APP3012 Psychology 3B 15 4
Arts Elective 15 4

Semester Two
HPE3200 Professional Ethics 15 3
HMRP Elective 15 3
Psychology Elective 15 4
Psychology Elective 15 4
Total: 120 336
Course Total: 480 1392

Year Four (continuing students)
Semester One
HPE3122 Human Movement, Sport & Ethics 10 3
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

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:
- 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.

Course Structure

Year One
Semester One
SBM1174 Human Physiology 1 15 3
HPE1101 Structural Kinesiology 15 3
HPE1102 Career & Professional Development 1 15 3
HPE2112 History of Sport 15 3

Semester Two
HPE2213 Career & Professional Development 2 15 3
HPE3121 Athletics 15 3
HPE1206 Sport Psychology 15 3
HPE2104 Exercise Physiology 15 3
Total: 120 288

Year Two
Semester One
HPE2102 Sport Biomechanics 15 3
HPE1103 Philosophy of Exercise Science & Human Movement 15 3
HPE1123 Gymnastics 15 3
Elective 15 3

Semester Two
HPE2213 Career & Professional Development 2 15 3
HPE2127 Motor Learning 15 3
HPE3121 Athletics 15 3
Elective 15 3
Total: 120 288

Year Three
Semester One
HPE1127 Aquatics 15 3
HPE3111 Sport and Social Analysis 15 3
Elective 15 3
Elective 15 3

Semester Two
HPE3200 Professional Ethics 15 3
HPE3218 Exercise Science for Children and Adolescents 15 3
HPE3280 Team Sports 15 3
Elective 15 3
Total: 120 288
Course Total: 360 864

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

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.
Bachelor of Applied Science – Sport Science (Golf)

Course Code: HBGS
(This course is full-fee only)

Course Objectives
The Bachelor of Applied Science - Sport Science (Golf) has been developed to meet the needs of the golf industry both within Australia and internationally. It is suitable for those students interested in both professional golf playing and coaching. It is the only degree in the world that offers skills related to the science of golf as well as practical skills and coaching to improve individual performance. The course is a joint program run by the TAFE and higher education divisions of Victoria University.

The program incorporates a range of theoretical and practical components delivered in on campus as well as on the golf course and at the driving range. It provides specialist education and practical skills training in a range of areas including: sport coaching, professional golf management, nutrition, sport psychology, anatomy and physiology, biomechanics and golf practicum.

Course Structure

<table>
<thead>
<tr>
<th>Semester 1</th>
<th>Credit Hours</th>
<th>Hours</th>
<th>Credit Points</th>
<th>Weeks</th>
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</thead>
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<tr>
<td>HGS3100</td>
<td>Physiological Bases of Golf Performance</td>
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<tr>
<td>HGS3101</td>
<td>Applied Psychology of Golf</td>
<td>15</td>
<td>39/3</td>
<td>60</td>
</tr>
<tr>
<td>HGS3102</td>
<td>Kinesiology of Golf</td>
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<td>26/2</td>
<td>60</td>
</tr>
<tr>
<td>HGS3103</td>
<td>Golf Practicum and Tournament Preparation I</td>
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<td>156/12</td>
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<td>HGS3200</td>
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<tr>
<td>HGS3201</td>
<td>Technology and Golf</td>
<td>20</td>
<td>39/3</td>
<td>60</td>
</tr>
<tr>
<td>HGS3202</td>
<td>Golf Practicum and Tournament Preparation II</td>
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<td>234/18</td>
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<tr>
<td>Total:</td>
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<td></td>
<td>260/20</td>
</tr>
</tbody>
</table>

Course Duration
The course consists of two years' (four semesters) full-time study to complete the Diploma of Sport (Coaching) component. An additional one year (three semesters) of full-time study must also be completed to obtain the Bachelor of Applied Science - Sport Science (Golf) degree:
- First Year - Certificate IV in Sport and Recreation
- Second Year - Diploma of Sport (Coaching)
- Third Year - Bachelor of Applied Science - Sport Science (Golf)

Admissions Requirements
Both Australian and international students to take part in the Golf Program. Read on to find out what you need to do to apply.

Australian Students
Successful completion of an Australian Year 12 (or equivalent qualification), plus demonstrated involvement in and understanding of the game of golf.

Entry into the course will be based on ENTER score, golf handicap, interview, current involvement and interest in golf and other relevant qualifications (such as Level 1 coaching course).

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

International Students
International students need to obtain a student visa and meet all international student requirements including full-time status. International students must also meet English-language requirements. Victoria University has student accommodation available, or can provide assistance in finding other accommodation.

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.
Bachelor of Arts – Performance and Multimedia

Course Code: HBPC

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

Admission Requirements
To qualify for admission to the course applicants must have successfully completed the Victorian Certificate of Education (VCE), or equivalent, with a pass in Units 3 and 4 and a score of at least 20 in English. Applicants who do not meet the normal entry requirements, but who possess appropriate educational qualifications, work or life experience which would enable them to successfully undertake the course, will be considered for admission.

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

Course Structure

**Year One**

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Total Year One: 120 455

**Year Two**

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<td>HPW2150 Performance Histories</td>
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Total Year Two: 120 455

**Year Three**

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<td>HPW2310 Contemporary Performance Theory</td>
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Total Year Three: 120 455

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

Total Year Two: 120

Year Three
Semester One
ACM3001 Multimedia 3A 15
HPW2280 Performance Project 3 15
HPW3170 Research for Performance 15
HPW3230 Structures of Performance or HPW2150 Performance Histories 15
Semester Two
ACM3002 Multimedia 3B 15
HPW3280 Graduating Seminar 15
HPW3240 Technique D 15
HPW3290 Performance Practica 15
Total Year Three: 120
Course Total: 360

Bachelor of Recreation Management
Course code: HBML

Course Objectives
This course aims to:
- 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
The course is offered over three years on a full-time basis or part-time equivalent.

Course Structure

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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>HPR2302 Recreation Career Development 2</td>
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<td>HPR2401 Research &amp; Evaluation in Recreation</td>
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<td>HPR2402 Human Resource Management in Recreation</td>
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Bachelor of Exercise Science & Human Movement/Bachelor of Arts (Sport Administration)
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.

Course Structure

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<td>Legal Issues in Sport</td>
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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 – Sport 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

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</table>
Bachelor of Arts (Sport 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.

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.

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).

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.
### Electives
- HPE7090 Adventure Activity
- HPE7111 Sport Evaluation Strategies
- HPS7050 Sport and Globalisation
- HPS7051 Managing Sport Futures
- HPS7052 Sport Tours and Team Itinerary Planning
- HPS7054 Sport Gaming and Gambling
- HPS7055 Comparative Studies in Sport and Public Policy
- HPS7056 Player Management in Sport
- HPS7071 Administration of Aquatic Programs
- HPS7113 Social Issues in Sport Administration
- HPS7114 Football Studies
- HPX1010 Olympic Studies

### 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).

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### Bachelor of Arts (Sport 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

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#### Year One

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#### Year Two

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<td>Sport Policies and Society</td>
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<tr>
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<td>Product &amp; Pricing Strategy</td>
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<td>HPS7058</td>
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#### Year Three

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<td>BEO2186</td>
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#### Year Four

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**Total:** 480

#### Electives
- HPE7090 Adventure Activity
- HPE7111 Sport Evaluation Strategies
- HPS7050 Sport and Globalisation
- HPS7051 Managing Sport Futures
- HPS7052 Sport Tours and Team Itinerary Planning
- HPS7054 Sport Gaming and Gambling
- HPS7055 Comparative Studies in Sport and Public Policy
- HPS7056 Player Management in Sport
- HPS7071 Administration of Aquatic Programs
- HPS7113 Social Issues in Sport Administration
- HPS7114 Football Studies
- HPX1010 Olympic Studies

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### 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 these criteria may be eligible to apply under the Alternative Category.

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

Course Structure

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<td>HPS7058</td>
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Benefits of this course include:
- Promotion of the development of the student as an independent researcher in a specific human movement related discipline;
- Preparation of students for entry into research oriented graduate courses in human movement;
- Promotion of the development of scholarly inquiry across the wide range of human movement disciplines.

Admission Requirements
The 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 proposal (500 words), prior to being considered for admission. 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 a full-time basis.

Course Structure

<table>
<thead>
<tr>
<th>Year Four</th>
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<td>Total:</td>
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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 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 proposal (500 words), prior to being considered for admission. 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 a full-time basis.
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 hardbound 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 (500 words) prior to be considered for admission. The proposal must contain a brief synopsis of the proposed thesis/project, a statement of methodology, a timeline and a reference list that includes the key primary and secondary sources.

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

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<thead>
<tr>
<th>Semester One</th>
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<tbody>
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Students approved to undertake the Honours year on a part-time basis will normally be required to enrol in the subject HPW4022 Honours Project (part-time) over four semesters.

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

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

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 (500 words) prior to be considered for admission. The proposal must contain a brief synopsis of the proposed thesis/project, a statement of methodology, a timeline and a reference list that includes the key primary and secondary sources.

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

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

Course Structure

<table>
<thead>
<tr>
<th>Semester One</th>
<th>Semester Two</th>
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<tr>
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Students approved to undertake the Honours year on a part-time basis will be required to enrol in the subject HPR0432 Honours Thesis (part-time) (60 credit points) over four semesters.
Course Regulations
The following should be read in conjunction with the Faculty Regulations detailed earlier in this Handbook, and the University Statutes and Regulations.

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

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

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 hardbound copies to the Honours Co-ordinator.

Bachelor of Arts (Honours) – Sport Administration
Course code: HHSA

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 supervisor endorsed Honours proposal (500 words) prior to being considered for admission. 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

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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 hardbound copies to the Honours Coordinator.
School of Nursing and Midwifery

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

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

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

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

Course Offerings
In 2005, the School of Nursing and Midwifery will offer the following undergraduate courses:

<table>
<thead>
<tr>
<th>Non Award Short Courses</th>
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<th>Full-time</th>
<th>Part-time</th>
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<tr>
<td>Bridging Course (Graduate Entry)</td>
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<th>Part-time</th>
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<td>Y</td>
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<tr>
<td>(Graduate Entry)</td>
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<td>(Division 2 Entry)</td>
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<td>Bachelor of Health Science</td>
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<tr>
<td>(Post-Registration)</td>
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<tr>
<td>Nursing (Honours)</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Midwifery</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
</tbody>
</table>

*Campus S=St Albans

NON AWARD SHORT COURSES

Bridging Course (Division 2 Entry)

<table>
<thead>
<tr>
<th>Course Code: SVN</th>
</tr>
</thead>
<tbody>
<tr>
<td>Degree preparation for Division 2 Nurses</td>
</tr>
</tbody>
</table>

Course Objectives
The aim of this non-award course is to prepare Division 2 Registered Nurses who have completed the 12-month TAFE course for entry into the Bachelor of Nursing Course.

Students who have successfully completed the entire Bridging course will proceed into the Bachelor of Nursing (Pre-Registration) course.

Course Duration
This course will be offered over a 4-week period during the Summer School.

Admission Requirements
Current Registration as a Division 2 registered nurse (or eligibility for registration) with the Nurses Board of Victoria.

Course Structure

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Points</th>
<th>Hours/Week</th>
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</thead>
<tbody>
<tr>
<td>HSD1112</td>
<td>20</td>
<td>32</td>
</tr>
<tr>
<td>APP1020</td>
<td>20</td>
<td>32</td>
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<tr>
<td>SBM1535</td>
<td>20</td>
<td>32</td>
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<tr>
<td>Total</td>
<td>60</td>
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Bridging Course (Graduate Entry)

<table>
<thead>
<tr>
<th>Course Code: HSGN</th>
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</thead>
<tbody>
<tr>
<td>Degree preparation for Graduate Entry</td>
</tr>
</tbody>
</table>

Course Objectives
The aim of this non-award course is to prepare Graduate Entry applicants who have successfully completed a Degree for entry into the Bachelor of Nursing course.

Students who have successfully completed all of the Bridging course will proceed into the Bachelor of Nursing (Pre-Registration) course.

Course Duration
This course will be offered over a 4-week period during the Summer School.

45
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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<tbody>
<tr>
<td>HSG1111</td>
<td>Introduction to Nursing Studies</td>
<td>20</td>
<td>32</td>
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<tr>
<td>APP1020</td>
<td>Developmental Psychology</td>
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<td>32</td>
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<tr>
<td>SBM1535</td>
<td>Human Bioscience A</td>
<td>20</td>
<td>32</td>
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</table>

Course Total: 60 96

AWARD COURSES

Bachelor of Nursing (Division 2 Entry)

Course Code: HBVN

Course Objectives

The Course aims to provide students with the following attributes:

- A sound knowledge of the theory and practice of nursing.
- An understanding and appreciation of health and illness as it is influenced by a variety of political, social, psychological, economic, cultural, and biological factors.
- A broad range of clinical practice skills that can be used to provide care to individuals, families, and communities within the context of the promotion of health, the prevention of ill health, the management of ill health, and attempts to promote recovery from ill health.
- Comprehension nursing skills that will lead to employment and beginning practice in a broad range of health care settings.
- An ability to practice independently, in an ethical and professional manner and, collaboratively in multidisciplinary settings.
- An ability institutional and social change in health care settings.
- Locate, evaluate, manage and use information technology effectively.

Course Duration

This course will be offered full-time over two years.

Admission Requirements

To qualify for admission to this course applicants must be graduates of other degree programs and must have satisfactory completion of recognized graduate study in Introduction to Nursing, Human Bioscience and Psychology.

For students who have not completed the appropriate higher degree study, a bridging program is available prior to commencement of the course in order to meet the above prerequisites. The program is offered in January/February each year and will consist of the following subjects:

- Introduction to Nursing Studies;
- Human Bioscience;
- Psychology.

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 (Victoria Police) checks before placement, in accordance with Department of Human Services policy. Students will 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 'unsatisfactory' grade and will be required to repeat the relevant Nursing subject.

Bachelor of Nursing (Graduate Entry)

Course Code: HBGN

Course Objectives

The Course aims to provide students with the following attributes:

- A sound knowledge of the theory and practice of nursing.
- An understanding and appreciation of health and illness as it is influenced by a variety of political, social, psychological, economic, cultural, and biological factors.
- A broad range of clinical practice skills that can be used to provide care to individuals, families, and communities within the context of the promotion of health, the prevention of ill health, the management of ill health, and attempts to promote recovery from ill health.
- Comprehension nursing skills that will lead to employment and beginning practice in a broad range of health care settings.
- An ability to practice independently, in an ethical and professional manner and, collaboratively in multidisciplinary settings.
- An ability institutional and social change in healthcare settings.
- Locate, evaluate, manage and use information technology effectively.

Course Duration

This course will be offered full-time over two years.

Admission Requirements

To qualify for admission to this course applicants must have:

- current registration as a Division 2 Registered Nurse (or eligibility for registration) with the Nurses Board of Victoria.
- satisfactory completion of recognised study in health assessment and tertiary study skills, human bioscience and psychology.

For students who have not completed the appropriate recognised study as mentioned above, a bridging program is available prior to commencement of the course in order to meet the above prerequisites. The program is offered in January/February each year and will consist of the following subjects:

- Introduction to Health Assessment;
- Human Bioscience;
- Psychology.

Course Structure

<table>
<thead>
<tr>
<th>Year One</th>
<th>Credit Points</th>
<th>Hours/Week</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year One Semester 1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HNB2133 Nursing Practice 2: Acute Care</td>
<td>10</td>
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<tr>
<td>HNB2134 Clinical Practicum 2: Acute Care</td>
<td>10</td>
<td>70</td>
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<tr>
<td>HNB2135 Nursing Practice 3: Health &amp; Illness in Older Adults</td>
<td>10</td>
<td>40</td>
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<tr>
<td>HNB2136 Clinical Practicum 3: Health &amp; Illness in Older Adults</td>
<td>10</td>
<td>40</td>
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<tr>
<td>SBM2517 Human Bioscience 3</td>
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<td>HNB2137 Ethics &amp; Legal Studies</td>
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<td>40</td>
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<tr>
<td>Semester 2</td>
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<tr>
<td>HNB2233 Nursing Practice 4: Acute Care</td>
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<td>HNB2234 Clinical Practicum 4: Acute Care</td>
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<tr>
<td>HNB2235 Nursing Practice 5: Mental Health &amp; Illness</td>
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<td>HNB2236 Clinical Practicum 5: Mental Health &amp; Illness</td>
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<tr>
<td>SBM2527 Human Bioscience 4</td>
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<td>HNB2237 Nursing Therapeutics: Applied Medication Management</td>
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<td>Year Total</td>
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<table>
<thead>
<tr>
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<th>Hours/Week</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year Two Semester 1</td>
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<tr>
<td>HNB3134 Nursing Practice 6: Health of the Community</td>
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<tr>
<td>HNB3135 Clinical Practicum 6: Health of the Community</td>
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<tr>
<td>HNB3136 Nursing Practice 7: Mental Health &amp; Illness</td>
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<td>HNB3137 Clinical Practicum 7: Mental Health &amp; Illness</td>
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<tr>
<td>HNB3138 Nursing Practice 8: Child &amp; Family Health</td>
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<td>HNB3139 Clinical Practicum 8: Child &amp; Family Health</td>
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<tr>
<td>Semester 2</td>
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<tr>
<td>HNB3236 Transition to Professional Practice</td>
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<tr>
<td>HNB3237 Research Practice</td>
<td>10</td>
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</tbody>
</table>

Select one Nursing Practice 9 Elective:

- HNB3238 Acute Care
- HNB3239 Mental Health & Illness
- HNB3241 Child & Family Health
- HNB3242 Health & Illness in Older Adults

Select one Clinical Practicum 9 Elective:

- HNB3243 Acute Care
- HNB3244 Mental Health & Illness
- HNB3245 Child & Family Health
- HNB3246 Health & Illness in Older Adults

Year Two Total: 120 600

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 (Victoria Police) checks before placement, in accordance with Department of Human Services policy. Students will 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.

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.

Course Duration

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

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 25 in English any and study score of at least 20 in one of biology, chemistry, health and human development, physics, psychology or mathematics (any combination).

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

Course Structure

<table>
<thead>
<tr>
<th>Year One</th>
<th>Credit Points</th>
<th>Hours/Week</th>
</tr>
</thead>
<tbody>
<tr>
<td>Semester One</td>
<td>HNB1133 Foundation in Nursing 1</td>
<td>12</td>
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<td>HNB1134 Foundation in Nursing 2</td>
<td>9</td>
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<td></td>
<td>HNB1135 Professional Nursing 1</td>
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<td></td>
<td>SBM1519 Human Bioscience 1</td>
<td>14</td>
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<td></td>
<td>APTI311 Psychology Across the Lifespan</td>
<td>15</td>
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<td>Semester Two</td>
<td>HNB1232 Nursing Practice 1 Acute Care</td>
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<td></td>
<td>HNB1233 Clinical Practicum 1 Acute Care</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 (Victoria Police) checks before placement, in accordance with Department of Human Services policy. Students will 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.

Bachelor of 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:
- 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:
- have satisfactorily completed 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 Structure

<table>
<thead>
<tr>
<th>Semester One</th>
<th>Credit</th>
<th>Hours/week</th>
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<tr>
<td>HHF1124 Issues and Trends in Health</td>
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<td>HHF1125 Knowledge and Nursing Knowledge</td>
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<tr>
<td>HHF1243 Nursing Studies 3 Clinical Project</td>
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<td>Total</td>
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<table>
<thead>
<tr>
<th>Semester Two</th>
<th>Credit</th>
<th>Hours/week</th>
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<tbody>
<tr>
<td>HNB1234 Professional Nursing 2</td>
<td>15</td>
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<tr>
<td>HNB3237 Research Practice</td>
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<tr>
<td>Nursing Studies (1) electives</td>
<td>15</td>
<td>40</td>
</tr>
<tr>
<td>Course total</td>
<td>120</td>
<td>316</td>
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</tbody>
</table>

Bachelor of Health Science
(Honours) – Nursing
Course Code: HHNU

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

Admission Requirements
To qualify for admission to the course applicants must:
- 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 corequisite requirements.
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 (2001);
- 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 25; Units 3 and 4 of at least one 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 placed. 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 (eg medical certificate or a statutory declaration) to account for their 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. 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 subjects.

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>
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</thead>
<tbody>
<tr>
<td>APT1310 Psychology 1</td>
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<tr>
<td>JMO1001 With Childbearing Women</td>
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<tr>
<td>HNM7012 Beginning the Journey</td>
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<td>SRM1515 Anatomy &amp; Physiology 1</td>
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<table>
<thead>
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<th>Year Two</th>
<th>Semester One</th>
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<tbody>
<tr>
<td>HNM2010 Practice Allegiances</td>
<td>20</td>
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<tr>
<td>JAC0216 With Women Rethinking Pain</td>
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</tr>
<tr>
<td>JAC0217 Unpacking Midwifery Knowledge</td>
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<tr>
<td>HNB2137 Ethics and Legal Studies</td>
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<thead>
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<th>Year Three</th>
<th>Semester One</th>
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<tbody>
<tr>
<td>HNM3010 Navigating Childbearing Obstacles</td>
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<tr>
<td>HNM3011 Women's Health Practice</td>
<td>15</td>
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<tr>
<td>HNM7007 Childbearing Obstacles</td>
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<tr>
<td>JMO3105 Women's Health: Women's Business</td>
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<table>
<thead>
<tr>
<th>Year Three</th>
<th>Semester Two</th>
</tr>
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<tbody>
<tr>
<td>HNM3020 Working With Babies</td>
<td>15</td>
</tr>
<tr>
<td>JAC0335 Babies Needing Extra Care</td>
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<tr>
<td>HNM3022 Midwifery Practice</td>
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</tbody>
</table>

Total Year Three: 120 741

Total Year One: 115 624

Total Year Two: 120 741

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

ACA2007 ELECTRONIC PUBLISHING AND EDITING

Campus Sunbury
Prerequisite(s) ACA1001 Introduction to Writing; BCF9220 Database Applications in Sport; or equivalent.
Content The 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.
Required Reading Australian Government Printing Service 1994, Style Manual for Authors, Editors and Printers, 5th ed, AGPS, Canberra
Class Contact Three hours per week for one semester comprising one three-hour workshop.
Assessment One copy editing and proofreading examination, 20%; exercise in layout and design, 20%; small-group project in 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.

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%.

ACM1001 MULTIMEDIA 1A

Campus St Albans
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 lecturer.
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
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 Real Time Magazine, Robin Williams and John Toliott, The Non-Designers Web Book, Peachpit Press, Berkley CA.
Class Contact Fours hours per week for one semester comprising one one-hour lecture and a three hour workshop.
Assessment Video production 50%; web production 50%.

ACM1003 ANIMATION FOR MULTIMEDIA

Campus St Albans
Prerequisite(s) Nil
Content Animation is a characteristic medium of communication in computer based applications. This subject will introduce students to basic concepts of developing animations for use in CD ROM and web site production. This subject provides students with an overview of the development and range of applications of animation. The subject will deliver the necessary foundation skills and knowledge to produce basic computer animations for multimedia.
Required Reading Patton, Brooks and Franklin, Derek, 1999, Creative Web Animation, Peachpit Press, Davis, Jack and Mermot, Susan, 1998
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.  

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

ACM1004 DESIGN FOR MULTIMEDIA  

ACM2001 MULTIMEDIA 2A

**Campus**: St Albans  
**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 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%.

ACM2001 MULTIMEDIA 2A

ACM2002 MULTIMEDIA 2B

**Campus**: St Albans  
**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 utilising the techniques, 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.  

ACM2002 MULTIMEDIA 2B

ACM3001 MULTIMEDIA 3A

**Campus**: St Albans  
**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 Contact**: Four hours per week for one semester comprising one one-hour lecture and one three-hour workshop.  
**Assessment**: Based on both theoretical and practical components of the subject. The course program comprises 15 days work experience, a graduating project, critical research and writing, script development and production planning and a short skills review project.  
**Assessment**: Script and production plan 20%, graduating project 30%, critical writing assignment 10%, industry placement and workplace diary, short practical project 20%.

ACM3002 MULTIMEDIA 3B

**Campus**: St Albans  
**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 Contact**: Two hours per week for one semester comprising one two-hour workshop.  
**Assessment**: Based on both theoretical and practical components of the subject. The course program comprises 15 days work experience, a graduating project, critical research and writing, script development and production planning and a short skills review project.  
**Assessment**: Script and production plan 20%, graduating project 30%, critical writing assignment 10%, industry placement and workplace diary, short practical project 20%.

AFCI001 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.  
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%.

AFC1005 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%).

AFC1006 CYBERCULTURE STUDIES

Campus St Albans
Prerequisite(s) AFC1005 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.
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 On-line participation 20%; virtual resource folio (20%); critical essay of 2000 words (30%); web project and presentation (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.
Class Contact Three hours per week for one semester comprising one two-hour lecture and one one-hour tutorial.
Assessment Essay, 40%; class presentation, 30%; review of artists work, 30%.

AFC3001 THE PROFESSIONAL ARTIST

Campus St Albans
Prerequisite(s) Nil
Content This subject will require students to work collectively in order to develop skills appropriate for planning and implementing the Graduating Exhibition. Curators from both public and commercial galleries will provide information on the organisational arrangements and other curatorial issues necessary to stage an exhibition. Topics such as selection of work, appropriate gallery space, exhibiting computer mediated work including Web sites and works on computer screen will be examined. Selection of exhibition focus, cataloguing of work, publicity, staffing of the exhibition, and guest speakers will also be discussed. Exhibiting the work in non-traditional forums will 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.
Class Contact Four hours per week for one semester comprising one four-hour workshop.
Assessment Successful participation in and completion of the exhibition, 75%; journal, 25%.

AFC3002 COMPUTER MEDIATED ART

Campus St Albans
Prerequisite(s) HFC3001 The Digital Image or equivalent.
Content This subject will provide an opportunity for students to produce a series of finished computer mediated images which draw upon time based interactive multimedia, the demonstration reel produced in The Digital Image, analogue art subjects and other computer mediated art produced using a variety of art software packages. The final products will then be placed on an Internet gallery site created and maintained by all students as well as individual CD ROMS. content will address some basic programming issues in the development of original algorithmic filters for computer mediated art work, the place of both analogue and computer mediated art on the WWW, and the future of art in a digital environment. In addition to students producing a selection of final art products, they will need to draw all their ideas together through the production of an electronic exegesis.
Required Reading CTHEORY at www.ctheory.ace.at/ctheory/ctheory.html
Class Contact Four hours per week for one semester comprising one one-hour lecture and one three-hour workshop.
Assessment Folio for the WWW, 60%; Exegesis, 40%.

AFC3003 COMMUNITY AND INDUSTRIAL PLACEMENT

Campus St Albans
Prerequisite(s) HFC3002 Design Research Project or equivalent.
Content The final subject in this major will require students to undertake a research project in a community/industrial setting in the western suburbs where possible. Students will be expected to develop, implement and evaluate a visual art project which draws upon all aspects of the course in conjunction with community groups such as schools or local art organisations or in industrial settings such as computer bureaus or art and design companies. Students will be involved in the production of art work and its documentation. Lectures will focus on art as a research activity and the inclusion of some qualitative research methods such as case writing will be included. Students will produce an exegesis on the project.
Required Reading To be negotiated with student.
Class Contact The equivalent of four hours per week for one semester.
Assessment Folio/documentation of project/exhibition, 60%; Exegesis, 40%.

AFC3004 GRADUATING EXHIBITION

Campus St Albans
Prerequisite(s) 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.
APP1012 PSYCHOLOGY 1A

Campus St Albans

Prerequisite(s) Nil

Content The subject aims to 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 psychological experimentation including application of descriptive statistics. Topics covered include perception, learning, memory and information processing, social psychology, motivation and emotion, intelligence and abilities.

Required Reading To be advised by lecturer.

Class Contact Five hours per week 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.)

APP1013 PSYCHOLOGY 1B

Campus St Albans

Prerequisite(s) APP1012 Psychology 1A

Content The subject aims to introduce students to the discipline of psychology, continuing to consider the social and biological influences on human behaviour while consolidating a firm basis for more advanced, detailed work in subsequent years. The subject involves further work on psychological experimentation and application of inferential statistics. Topics covered include brain and behaviour, personality-theory and assessment, health and stress, abnormal psychology and therapy, language and the brain. Basic computer analysis is also taught.

Required Reading To be advised by lecturer.

Class Contact Five hours per week for one semester comprising three one-hour lectures and one two-hour laboratory.

Assessment Semester examination, 50%; laboratory reports and quizzes, 50%. There is a requirement that students attend 80% of laboratory classes. Students planning to continue psychology intensively at a postgraduate level may consider also enrolling in Qualitative and 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 psychology, 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 totalling 60%. In addition students will need to meet a 80% minimum requirement attendance for laboratory classes to pass this subject. Students intending to pursue psychology intensively at a postgraduate level may consider also enrolling in Qualitative and Quantitative Social Research Methods as electives.

APP2014 PSYCHOLOGY 2B

Campus St Albans, Werribee

Prerequisite APP2013 Psychology 2A

Content This subject builds on the work completed in the first semester and looks to further enhance students understanding of human life span development. Topics include the family, child development, adult development, ageing and special topics such as reading development. As in semester one there is also emphasis on methods used in psychological inquiry, including statistical computer skills.

Required Reading To be advised by the lecturer.

Class Contact Five hours per week, including 3 one-hour lectures.

Assessment Two end of semester examinations 40%. Course work includes a poster paper, seminar presentation, article review and a laboratory report totalling 60%. In addition students will need to meet a 80% minimum requirement attendance for laboratory classes to pass this subject. Students intending to pursue psychology intensively at a postgraduate level may consider also enrolling in Qualitative and Quantitative Social Research Methods as electives.
APP3011 PSYCHOLOGY 3A

Campus St Albans, Werribee

Prerequisite(s) APP2013 Psychology 2A and APP2014 Psychology 2B

Content The aim of the subject is to: extend the breadth and depth of students' understanding and skills in the area of psychological research; explore particular topics at some depth, and gain an appreciation of the extent of theory and research within any given area; enhance students' competence and sophistication in theoretical argument and evaluation; contrast and draw connections between the theoretical constructs and forms of explanation used in diverse fields of psychology; provide opportunities for students to develop their interaction skills in dynamic, group and organisational settings. There are four compulsory topics. Research Methods Historical, descriptive, quasi-experimental and experimental design research. Computerised data handling including multivariate analysis. History and Theories The place of psychological theories and practices in twentieth century thought is pursued through lecture presentations on: positivism, behaviourism, learning, Freudian and neo-Freudian, cognitive, psychoanalytic, recent philosophical, empirical and post-modernist; complemented by case studies and a seminar program based on selected readings. Psychological Assessment The assessment of personality and abilities. Topics include test construction and administration, tests of personality, intelligence and achievement, advanced tests of personality, intelligence and achievement, advanced theory and practice of interviewing. Social Psychology An examination of various 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 lecturer.

Class Contact Four hours per week for two semesters comprising two two-hour topics.

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

APP3012 PSYCHOLOGY 3B

Campus St Albans, Werribee

Prerequisite(s) APP2013 Psychology 2A and APP2014 Psychology 2B

Content The overall subject aims are as stated for APP3011 Psychology 3A. Psychology 3B consists of four topics, two in each semester. Topics may vary from year to year but will cover some of the following areas of psychology. Counselling Theory and Practice This topic will examine some major theories of counselling (person-centred, Gestalt, Behavioural, Rational-Emotive, Cognitive Behavioural and Psychodynamic perspectives) 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, brain disorders on the child, adult and family. Organisations and Work Organisational behaviour, discussed in the literature. Such topics as: membership of the group, leadership, power and authority, gender relations and roles discussed in the literature. This topic includes some of the topics that usually emerge in the group.

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.

APP3015 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-Centred, 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.

APP3016 GROUP BEHAVIOUR

Campus St Albans, Footscray Park

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

Content The study group has a dual task: 1. To develop members' understanding of concepts encountered in the literature (the seminar group will discuss set readings each week) through discussion, and by applying these concepts to members' own experiences. 2. The seminars. To analyse the group's own processes as they occur, giving students direct experience of issues discussed in the literature. Such topics as: membership of the group, leadership, power and authority, gender relations and roles are some of the topics that usually emerge in the group.

Required Reading As advised by the lecturer.

Recommended Reading As advised by the lecturer.

Class Contact Two hours per week for one semester.

Assessment One essay (2500 words).

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 contextual questions of dispossession 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.
APP3017 INTRODUCTION TO NEUROPSYCHOLOGY

Campus St Albans, Footscray Park
Prerequisite(s) Psychology 2A (APP 2013) & 2B (APP 2014)
Content This subject is focused 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, the agnosia’s, 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%).

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 bi-directional 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%).

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%).

APP3020 PSYCHOANALYSIS

Campus St Albans, Footscray Park
Prerequisite(s) Psychology 2A (APP 2013) & 2B (APP 2014)
Content Each psychodynamic 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 (eg about experience of migration) 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 everyday 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 the concepts of 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%)

APP3024 ABORIGINAL PEOPLE AND PSYCHOLOGY

Campus St Albans, Footscray Park
Prerequisite(s) Psychology 2A (APP 2013) & 2B (APP 2014).
Content Psychology of unequal power relations, the significance of Aboriginal spirituality, Aboriginal conceptions of family and kinship, deaths in custody, forced family separations, and other topics. Students are made aware that questions of psychological practice cannot be meaningfully considered in isolation from the contextual questions of dispossession and genocide.
Required Reading VU Dept Psychology (1997). Readings on Aboriginal people and psychology. Melbourne: VU.
Recommended Reading Extra readings suggested by lecturer and/or visitors.
Class Contact Two hours per week for one semester.
Assessment One (3000 word) essay due at end of semester.

APTI310 PSYCHOLOGY 1

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

APTI311 PSYCHOLOGY ACROSS THE LIFESPAN

Campus St Albans
Prerequisite(s) Nil
Content Human development across the lifespan: social, emotional, personality and cognitive development, relationship contexts and the family lifecycle. Introduction to theories in psychology: psychodynamic, behavioural, cognitive, attachment/interpersonal and family systems. Concepts of health and illness, Experiences of health, illness and treatment across the lifespan. Psychological processes relevant to health and illness including pain, sleep, anxiety, grief, and coping. Developmental processes and adaptation in chronic illness and disability.
Subject Hours A total of 60 hours comprising three one-hour lectures, and one two-hour workshop per week.
Assessment Examination 40%; Essay 30%; Field study assignment 30%.

APTI2050 PSYCHOLOGY FOR CHINESE MEDICINE PRACTITIONERS

Campus St Albans
Prerequisite(s) HHT1002 Fundamentals of Chinese Medicine; or equivalent.
Content An overview of: Psychoanalysis (Freud and others); Behaviorism (Skinner) and cognitive behavioral perspectives; Humanistic psychology (Maslow, Rogers); Transpersonal psychology (Jung, Grof, Laing and others); applications of psychological theory in the context of health and disease; Traditional Eastern perspectives on mind and consciousness; Contemporary research into mind and consciousness.

Subject Hours The equivalent of 3 hours per week for one semester consisting of two x one hour lectures and a one hour tutorial per week. Assessment One 1500 word essay (50%) and an examination (50%). A pass must be gained in each component of assessment.

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 applications to health sciences. A focus on self-esteem, body image, ageing, terminal illness, disability and resulting loss or grief outcomes will be addressed from a psychological perspective. The social context of these issues, as well as their effects upon individuals, will be examined. The subject will also consider interpersonal processes in a health care context and address the issues of recognizing serious psychological distress and disturbance. The focus of this subject will be primarily directed at understanding that assists students to facilitate the health and well-being of clients. Emphasis includes greater self understanding, workplace psychology and psychology with clients.


Subject Hours Three (3) hours per week for one semester comprising lectures and tutorials.

Assessment Essay (2000 words) (55%); tutorial journal (2000 words) (45%).

ASE131H 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 Germov, 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%) Tutor presentation and written report (20%).

AXH1012 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 I

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 (Wembewenba, Yotoyara, Baraababara, 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.

ASSIGNMENTs

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, Barabarabara and Jabula-Jabula; country and western music, Lake Bogia 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 representation 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 (Cummeragunga) will be examined. The ways that the local Koori communities considered and contested European ways in the Echuca area will be explored and documented.
Class Contact Two hours per week for one semester.
Assessment Research project including work in progress and written report, 50%; reflective journal, 25%; class exercises, 25%.

AXS2014 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. 3. Defending 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 and Aboriginal 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. 4. 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 naming strategies 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?

Class Contact Two hours per week for one semester.

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

AXS3013 KOORI KNOWLEDGE AND CULTURE 5
Campus Echuca
Prerequisite(s) Normally AXS2014 Koori Knowledge and Culture 4.

Content The ground covered in first and second year is further developed with greater attention to the situation of Indigenous people elsewhere in Australia and the Pacific region. In each semester two of the four themes of the major will be pursued. 1. Making Our Own History: 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. Recovering Our Language: An introduction to central questions about the nature and functioning of the communication process in a variety of cultural contexts, especially involving indigenous peoples and others. Topics include: language and communication; non-verbal and interpersonal communication; communication in groups and organisations; the construction of self through communication; communication, culture and the unconscious; communication and story telling, communication and national identity.


Class Contact Two hours per week for one semester.

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

AXS3014 KOORI KNOWLEDGE AND CULTURE 6
Campus Echuca
Prerequisite(s) Normally AXS3013 Koori Knowledge and Culture 5.

Content The ground covered in first and second year is further developed with greater attention to the situation of Indigenous people elsewhere in Australia and the Pacific region. In each semester two of the four themes of the major will be pursued. 3. Defending Our Own Culture: This theme introduces students to the practice and theory of community development. It draws on case studies and examples of community development as practised by indigenous (and some reference to non-indigenous) communities both from the Asia/Australia Pacific region and within Australia. The module discusses concepts of community and examines the nature of community development work. It also aims to familiarise students with linkages between community development and social action at local, regional, national and global levels. Students are encouraged to explore, analyse and develop models and case studies of community development which they consider to be of relevance to their own experience. 4. Living Our Land: This theme would be pursued largely practicum based in a community development or enterprise education setting and model. The aim would be to practically apply learning in Koori Culture and Knowledge in a community and/or business setting.

Required Reading Ward, J. 1993, Australian Community Development: Ideas, Skills and Values for the 1990s, Community Quarterly, Melbourne.


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%.

BAO101 ACCOUNTING FOR DECISION MAKING
Campus Footscray Park, Melton, St Albans, Sunbury, Werribee
Prerequisite(s) Nil

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

Required Reading To be advised by lecturer.

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

Assessment Final examination, 70%; coursework, 30%. Students are expected to satisfactorily complete each component of the assessment to gain a pass in the subject. Supplementary assessment will not be available. Note: Any hand-held calculator without text facility may be used in examinations.

BCO1102 INFORMATION SYSTEMS FOR BUSINESS
Campus Footscray Park, Sunbury, Werribee
Prerequisite(s) Nil

Content This subject aims to introduce students to the professional activities in developing and applying information systems and the nature and importance of the supporting information technology. The subject introduces students to the nature and types of information systems and their importance to business processes, the student is introduced to the hardware and software technology that lies at the heart of business information system, and to the principles that need to be applied in the development and application of effective information system in business.

Required Reading Current Available Textbook – Students to be advised.

Recommended Reading Prentice Hall (2nd Ed) 2001 Business information system nickerson, robert.

Subject Hours Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour tutorial, workshop or module or a delivery mode as approved by the Faculty.

Assessment Assignments including development and documentation of a Database Solution to a business problem and an oral presentation 40%. Final exam 60%.
BE01103 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 Baumol, W., Blinder, A., Gunther, A. and Hicks, J. 1992, Economic Principles and Policy, Harcourt Brace


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

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

BE01104 MACROECONOMIC PRINCIPLES

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

Prerequisite(s) BE01103 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; interrelation; incomes policies; the foreign trade sector and policies for external balance.

Required Reading To be advised by lecturer.


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

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

BE01106 BUSINESS STATISTICS

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

Prerequisite(s) Nil

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

Required Reading To be advised by lecturer.


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

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

BE02186 DISTRIBUTION MANAGEMENT

Campus Footscray Park St Albans, Werribee

Prerequisite(s) BE01185 Retail Management Principles or BH01171 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 optimise 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.


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

Assessment Tutorial exercises, case study presentation and participation, mid-semester test, and assignment, 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.

BE02254 STATISTICS FOR BUSINESS AND MARKETING

Campus Footscray Park, St Albans

Prerequisite(s) BE01106 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.

UNDERGRADUATE SUBJECT DETAILS

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

**Assessment** Examination, 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, Sunbury, 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.

**BHO2250 ADVERTISING AND PUBLIC RELATIONS**

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

**Prerequisite(s)** Nil

**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.

**BHO2254 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%).
BHO2285 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 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.

BHO2434 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 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.

BHO3254 ADVANCED MARKETING RESEARCH

Campus Footscray Park, Werribee, Kuala Lumpur.
Prerequisites BEO2254 Statistics for Business and Marketing, BHO1171 Introduction to Marketing, BHO2285 Marketing Research.
Content The subject is principally of an applied nature and is data and technology driven. It will focus on the use of quantitative and qualitative data in the marketing research setting relating to marketing decision making. It will build upon the underlying concepts and the techniques of gathering and analysing data for effective marketing decisions and communication of results covered in Marketing Research and will introduce more advanced methodology, concepts and technology. This unit is designed to equip students with the techniques and skills to access and analyse information relevant to the marketing research activities of both private and public enterprises.

Class Contact Equivalent to three hours per week. 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 Project, 50%; Final 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 and Rudd, D.P., 1996, Introduction to Casino and Gaming Operations, Prentice-Hall, New Jersey.
Recommended Reading An extensive reading list is handed to the students at the beginning of the semester

BHO3432 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.
Required Reading Bateson, John 1995, Managing Services Marketing, 3rd edn, Dryden.
Recommended Reading Extensive reading lists are throughout the semester.
Class Contact Equivalent to two hours of lectures and one hour of tutorial per week.
Assessment 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.

BHO3435 MARKETING PLANNING AND STRATEGY

Campus Footscray Park, Werribee, Sunbury
Prerequisite(s) BHO1171 Introduction to Marketing.
Content This subject adopts a strategic approach to marketing. The tools, techniques and analyses performed in the preparation of a marketing strategy plan will be covered in detail. In addition, the subject will evaluate a number of theories developed to assist with strategy formulation. Topics covered include: trends in marketing strategy, portfolio analysis, competitor audits, customer audits, situation analysis, selecting strategic alternatives, the business vision and mission, implementation and control processes. The culmination of this subject may involve the preparation of a marketing plan.
Required Reading To be advised by lecturer
Class Contact Equivalent to three hours per week. 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 Final examination, 40%; Individual essay, 20%; Group project, 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.
BHO3473 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, co-operation, 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%.

BHO3492 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 Australia; Impacts, Planning and Development, 2nd ed, Addison Wesley Longman Australia, Melbourne. A Supplementary Reading Booklet for this subject is available in the bookshop.

Recommended Reading An extensive bibliography is included in the course guide.

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

Assessment 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.

BHO3494 MEETINGS, CONVENTIONS AND EVENTS

Campus Footscray Park

Prerequisite(s) Nil

Content The rationale for staging conferences and conventions; establishing an organisational structure; planning the meeting, convention or event; staging the meeting, convention or event; event evaluation.

Required Reading To be advised by lecturer

Recommended Reading To be advised by lecturer

Subject Hours Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one-hour tutorial, workshop or module or a delivery mode as approved by the Faculty.

Assessment Test and Assignment 50% Final Exam 50%.

BHO3496 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.

BLO1105 BUSINESS LAW

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

Prerequisite(s) Nil

Content This subject aims to provide students with an understanding and awareness of the basic principles of Contract Law, a familiarity with relevant case law and an introduction to the statutory provisions pertinent to the course. The instructional methodology is also aimed at providing students with a format from which they may develop an understanding of legal reasoning as it applies to the analysis of contractual relationships. Topics include: definition of contract; acceptance; termination of an offer; consideration; intention to be legally bound; certainty; terms, dures, 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.

BLO2207 EMPLOYMENT LAW

Campus Footscray Park, St Albans, Sunbury, Werribee

Prerequisite(s) BLO1105 Business Law.

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

Required Reading To be advised by lecturer.

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.
BLO9211 SPORT, ATHLETES AND THE LAW

Campus Sunbury

**Content** This subject will commence with an introduction to the Australian legal system. It will then proceed to give an overview of the law of contract, which is fundamental to understanding much sports law. The students will then be introduced to those laws that have direct and practical application to everyday 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 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%.

BLO9311 SPORT COMMERCE AND THE LAW

Campus Sunbury

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

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

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


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

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

BMO1102 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** To be advised.


**Class Contact** Equivalent to three 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.

BMO1110 MANAGING KNOWLEDGE

Campus Footscray Park, Sunbury

**Prerequisite(s)** Nil

**Content** The subject includes the following topics: information and knowledge, sources and forms of knowledge, organisational 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.


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

**Assessment** Class assignments (50%); final examination (50%).

BMO1192 BUSINESS COMMUNICATION

Campus Footscray Park, Werribee, Sunbury

**Prerequisites** Nil

**Content** The aims of this subject are to develop an understanding of the principles of effective business communication and to develop and integrate oral and written communication skills so as to enhance organisational communication ability. This subject includes the following topics: How is business communication relevant?; communication systems within organisations; the structure and organisation of business documents; the problem solving approach to effective communication; logic and reasoning in organisational communication; improving communication competence; the process of writing; business research and analysis skills; oral presentations and speeches, improving listening skills, copy editing; referencing and footnoting; non-verbal communication; the formal and human sides to decision making in meetings; cross-cultural communication.


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

**Class Contact** Equivalent to three hours per week. 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** Class assignments, 60%; Examination, 40%. Supplementary assessment will not be available.
BMO2181 OPERATIONS MANAGEMENT

Campus Footscray Park.

Prerequisite(s) Nil

Content The aim of this subject is to enable business graduates to co-ordinate the operations functions effectively. This requires an understanding of both the activities involved in the operations function and the decision making techniques needed to control it. This subject includes the following topics: definition of operations function in manufacturing and service industries; the planning and control of the operations process; application of analytical methods and techniques to production.

Recommended Reading: Geirharz, N. 1998, Production and Operations Management, 6th edn, Duxbury Press, USA.

Recommended Reading To be advised by lecturer.

Class Contact Equivalent to three hours per week. 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 Computer workshop assignment, 20%; Research assignment, 20%; Group presentation, 10%; Final 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.

BMO2271 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.


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

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

BMO2334 CONFERENCES AND MEETINGS MANAGEMENT

Campus 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; to develop students’ skills in negotiation; and to develop students’ skills in negotiation in these contexts. 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.


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

Assessment Class assignment, 20%; syndicate conference project, 40%; 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.

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 developments and research in Human Resource Management.

Required Reading To be advised by lecturer.


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

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

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. This 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 lecturer.


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

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

**BMO3324 CONSULTING AND COUNSELLING**

**Campus** St Albans, Sunbury

**Prerequisite(s)** 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: the importance of interviewing for human resource managers; consulting and counselling as specific forms of interviewing; interview interpersonal and assertiveness skills; selection, induction, goal setting, appraisal, disciplinary, termination, and exit interviews; coaching and team building; the counselling and consulting roles of the human resource manager.


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

**Assessment** Class presentation, 20%; research assignment, 30%; video role play, 20%; 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.

**BMO3325 HUMAN RESOURCE MANAGEMENT EVALUATION**

**Campus** St Albans, Sunbury

**Prerequisite(s)** BMO3476 Training and Development.

**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.

**BMO3327 ORGANISATION CHANGE AND DEVELOPMENT**

**Campus** St Albans, Sunbury

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

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


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

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

**BMO3328 HEALTH AND SAFETY MANAGEMENT**

**Campus** Footscray Park, City - Flinders Lane

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

**Content** Overview of Occupational Health & Safety problems in Australia. Explanation and comparison of major disciplinary perspectives on OH&S, including occupational medicine, industrial psychology and sociological perspectives. Theories of injury causation: sociological and labour process explanations. The role of the state in OH&S: historical and contemporary perspectives. Case Studies on specific OH&S issues (RSI, Working Time, Back Injuries, NESB workers, and gender). Management, unions and preventative practices, including: management programs and strategies; OH&S and risk management processes; OH&S committees; and workers compensation and rehabilitation.

**Required Reading**

**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%.

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**BMO3405 LIVE PERFORMANCE MANAGEMENT**

**Campus** Footscray Park

**Prerequisite(s)**
- Nil

**Content**
- This subject introduces students to the organisational and management responsibilities of developing and presenting an act for small and larger scale live productions. At the completion of the subject students should be able to explain the processes involved in creating and building a live performance act, the logistical requirements for touring and key issues involved in international touring.

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

**Recommended Reading**

**Subject Hours**
- Equivalent to three hours per week. Normally to be delivered as two hours of lectures and one hour tutorial, workshop or module or a delivery mode as approved by the Faculty.

**Assessment**
- Examination 40%, Assignment 1 30%, Assignment 2 30%.

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**BMO3420 HUMAN RESOURCE INFORMATION SYSTEMS**

**Campus** Footscray Park, St Albans, Sunbury

**Prerequisite(s)**
- BCO101 Computer Applications; BMO3220 Human Resource Management.

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

**Recommended Reading**

**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.

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**BMO3421 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 organisation 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.

**Recommended Reading**

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

**Assessment**
- Individual report 15%; Presentation 10%; Group survey assignment 25%; Final examination 50%.

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**BMO3422 STRATEGIC MANAGEMENT**

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

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

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

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

**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.

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**BMO3476 TRAINING AND DEVELOPMENT**

**Campus** Footscray Park, St Albans, Sunbury

**Prerequisite(s)**
- BMO3220 Human Resource Management.

**Content**
- The aims of this subject are to provide students with an understanding of the theory and practice of training and development; to assess critically the effectiveness of adult learning principles and training and development techniques; to enable students to develop knowledge and skills with regard to the design, management and evaluation of training and development; and to enable students to advise 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**

**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.
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%).
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.


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 Developmental aspects of language learning will be given major consideration with special emphasis on similarities and differences between first and second language acquisition. This will be underpinned by an overview of current theories and research in psycholinguistics, sociolinguistics and language pedagogy. Language learning needs in a multicultural setting will be closely examined and aspects of the acquisition of English as a native and as a second/foreign language will be analysed. Major issues in bilingualism including the maintenance of linguistic competence in more than one language and learning through a second language will be introduced. In conclusion, the subject will discuss language policy and planning.

Required Reading To be advised by lecturer.


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

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

HEB0042 APPLIED LINGUISTICS 1

Campus Footscray Park, Melton

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

Content This subject is designed to provide an understanding of the basic aspects of applied linguistics and its contributions to language learning. It introduces semantics, covering discourse, sentence and word meaning as well as relevant areas of pragmatics. The linking of language and thought and language and learning will be undertaken and aspects of the development of oracy and the teaching of reading and writing for a range of purposes will be given particular emphasis. Alphabetic and non-alphabetically based systems of writing and the relationship between writing and speech will be examined and the implications of literacy and biliteracy for various age levels considered.

Required Reading To be advised by lecturer.


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

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

HEB0043 APPLIED LINGUISTICS 2

Campus Footscray Park, Melton

Prerequisite(s) HEB0042 Applied Linguistics 1; or equivalent.

Content This subject is designed to provide an understanding of the basic aspects of applied linguistics and its contributions to language learning. It introduces semantics, covering discourse, sentence and word meaning as well as relevant areas of pragmatics. The linking of language and thought and language and learning will be undertaken and aspects of the development of oracy and the teaching of reading and writing for a range of purposes will be given particular emphasis. Alphabetic and non-alphabetically based systems of writing and the relationship between writing and speech will be examined and the implications of literacy and biliteracy for various age levels considered.

Required Reading To be advised by lecturer.


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

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 This subject aims to introduce students to the critical appreciation of major literary forms: poetry, prose fiction, and drama. Style, genre, and literary conventions will be discussed in relation to contemporary literary theory. The role of literature as a key to personal expression, aesthetic experience and literary development will be linked to learner needs from early childhood to adulthood. The creative process of the writer will be followed throughout whole reading and seminar discussions. A brief overview of significant examples of imaginative writing in the English language will provide historical perspectives for future teachers of literature.
Required Reading To be advised by lecturer.
Subject Hours Three hours per week for one semester comprising one one-hour lecture and one two-hour workshop.
Assessment Tutorial paper (40%); essay (50%); attendance and participation (10%).

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 Three hours per week for one semester comprising one one-hour lecture and one two-hour workshop.
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 Three hours per week for one semester comprising one one-hour lecture and one two-hour workshop.
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 Three hours per week for one semester comprising one one-hour lecture and one two-hour workshop.
Assessment 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.
HEB0052 ENVIRONMENTAL INQUIRY

Campus Melton

Prerequisite(s) HEB0051 Environmental Appreciation or equivalent.

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

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


Subject Hours Thirty nine hours for one semester.

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.


Subject Hours Twenty six hours for one semester.

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

HEB0052 ENVIRONMENTAL INQUIRY

Campus Melton

Prerequisite(s) HEB0051 Environmental Appreciation or equivalent.

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

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


Subject Hours Thirty nine hours for one semester.

Assessment Two written assignments (each 50%), and satisfactory participation in Outdoor Education programs.
HEB0054 INTEGRATION IN OUTDOOR EDUCATION

Campus Melton

Prerequisite(s) HEB0050 Introduction to Outdoor Education 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.


Subject Hours Three hours per week for one semester or equivalent. Participation in field programs is required.

Assessment Two written assignments (each 50%), and satisfactory participation in outdoor education programs.

HEB0055 ENVIRONMENTAL APPRECIATION

Campus Melton

Prerequisite(s) Nil

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

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


Subject Hours 39 hours for one semester including lectures, workshops, involving 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 Melton

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

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

**Required Reading**


**Recommended Reading**


**Subject Hours**

26 hours for one semester including lectures, workshops, involving 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.

**Required Reading**


**Relevant Reading**


**Subject Hours**

Four hours per week equivalent tutorials 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.

**Required Reading**


**Recommended Reading**


**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.

**Recommended Reading**


**Recommended Reading**

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 organisations, 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 an essential function of critical social inquiry, theory and research. 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


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

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

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%).

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%).

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.

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 a range of multimedia software applications, use of hypertext and hypermedia and the use of authoring tools and facilities to develop effective multimedia presentations.

Assessment 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.

Assessment Multimedia project (50%); seminar paper (50%).

HEB0075 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.

Assessment Three hours or equivalent of workshops each week for one semester.

Assessment Project presentation (20%); major project (80%).
HEB0077 ADVANCED MULTIMEDIA

Campus Footscray Park, Melton

Prerequisite(s) HEB0073 Interactive Multimedia or equivalent.

Content This subject will enable students to develop sophisticated multimedia and Internet programs through the use of an appropriate scripting language. Programs will be enabled to include video, audio and other emerging interactive technology environments. Students will write, edit and debug their programs under a variety of appropriate programming environments. Students will develop an understanding of digital literacy as a communication medium within the advanced multimedia environment. Students will have the opportunity to learn advanced digitization techniques for sound, graphics and video.


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

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

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 class 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.
HEB1300 VISUAL ARTS AND PERFORMANCE

Campus Footscray Park, Melton
Prerequisite(s) Nil

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


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

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

HEB1400 HEALTH, PHYSICAL AND OUTDOOR STUDIES

Campus Footscray Park, Melton
Prerequisite(s) Nil

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

Required Reading To be advised by the Lecturer.


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

Assessment Essay (25%); journal (25%); class papers (50%).

HEB1500 SOCIAL AND SCIENTIFIC INQUIRY

Campus Footscray Park, Melton
Prerequisite(s) Nil

Content This 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, naturalist 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.
HEB1630 GENERAL STUDIES: DEVELOPMENTAL

**Campus Melton**

**Prerequisite(s)** Nil

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


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**HEB1640 GENERAL STUDIES: ADMINISTRATION AND MANAGEMENT OF EARLY CHILDHOOD EDUCATION**

**Campus Melton**

**Prerequisite(s)** Nil

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


HEB2010 MATHEMATICS AND NUMERACY EDUCATION

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

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


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.

HEB2020 ARTS AND LITERACY EDUCATION

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

Content Partnerships experience will provide the context for an investigation into knowledge and curriculum for teaching in Literacy and the Arts. Topics will include: a continuing study of the development of young people; personal experience of the arts; exploration of the connections between literacy, culture and the arts; investigating philosophical and practical applications for teaching and learning in the Visual and Performing Arts, including the role of information technology, music, mass media and multimedia forms; planning, teaching and assessment in an integrated Arts and Literacy program; documenting teaching and learning. Students will undertake focused teaching experiences 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.

**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.

**HEB3020 CURRICULUM THEORY**

**Campus**: Footscray Park, Melton

**Prerequisite(s)**: HEB2010 Mathematics and Numeracy Education or HEB2020 Arts and Literacy Education or equivalent.

**Content**: This 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 major. The subject will outline the development and evaluation of curriculum. Examples will be drawn from Early Childhood Education, education in The Middle Years, the compulsory years of Secondary Education and post-compulsory education, including both the Victorian Certificate of Education and Vocational Education and Training. Students will be expected to investigate these questions through their school-university partnerships. Curriculum forms will be related to particular theories of teaching and learning. The social consequences of curriculum forms will be investigated.


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

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

**HEB3030 SOSE AND LITERACY EDUCATION**

**Campus**: Footscray Park, Melton

**Prerequisite(s)**: HEB1010 Language, Technology and Education or equivalent.

**Content**: Partnerships experience will provide the context for an investigation into knowledge and curriculum for teaching in Literacy and Studies of Society and environment. Topics will include extended investigation of literacy and social understanding which develops thinking; understanding and communication skills to encourage 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.


**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.

Assessment
Subject Hours

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

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

HEB4010 PHYSICAL EDUCATION, HEALTH AND COMMUNITY
Campus Melton, Footscray Park
Prerequisite(s) HEB1010 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: 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 P.E. 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) HEB3010 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 student teachers.

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.

Required Reading

Recommended Reading

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.

Required Reading

Recommended Reading

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 emphasised in this subject. Further development is undertaken on a philosophy of teaching, learning and curriculum and the connections between formal systems of education and social betterment. The notions of critical consciousness, emancipatory and collaborative action research and the role of the teacher as agent of change and how such concepts have been implemented in schools are reviewed. Discussions include the meaning of professionalism and the continuing need for professional development, civic courage and responsibility of the teacher under different social circumstances.
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 (FULL-TIME)

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 (FULL-TIME)
Campus Footscray Park, Melton
Prerequisite(s) Nil
Content  The subject aims to recognize that the focus of curriculum change is the relationship between teacher and children in the classroom; promote formal and systematic reflection by teachers on their classroom practice; link the theoretical and practical orientations of the Department of Education and its courses with curriculum planning and action by teachers in schools in the western region; provide teachers with the opportunity to base significant curriculum research on the planning, teaching and evaluation of their classroom work; ensure that the theoretical understanding gained from the course is supported by evidence based on the implementation of curriculum in the classroom in the Action Research project area; provide opportunities for teachers in western region schools to work with staff from the Department of Education on curriculum research projects.
Required Reading  To be advised by lecturer.
Subject Hours  Full-time program. Twenty days per semester (or equivalent) in the integrated interdisciplinary Action Research project. Part-time program Ten days per semester (or equivalent) in the integrated interdisciplinary Action Research project.
Assessment  Attendance and participation (50%); journal (50%). All components of assessment must be completed satisfactorily to pass the subject.

HEB4174 ACTION RESEARCH 1
Campus Footscray Park, Sunbury
Prerequisite(s) Nil
Content  The subject will introduce students to action-based research in youth, education and community focused settings by their placement in such settings. Students will plan and implement a specific activity based on a literature review and participation in professional practice. The subject will expect students to generate a personal discourse which explains and enhances personal agency in the context of professional and bureaucratic structures. Skills to be developed will include: planning for change, goal and outcomes setting, data collection and interpretation in action research, writing for professional audiences, journal and case writing. The subject will encourage students to work together in co-operative groups.
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 (FULL-TIME)
Campus Footscray Park, Melton
Prerequisite(s) Nil
Content  The subject aims to: provide practising teachers with an understanding about the organisation and development of school curriculum; promote understanding of the process of curriculum change in schools; provide opportunities for teachers to explore a particular curriculum area in depth through a critical review of the relevant literature and by participation in classroom-based curriculum research; deepen teachers’ understanding of the relationship between teaching approaches and the learning styles of children, leading to an enhancement of metacognitive understanding about teaching and learning; promote and publish approaches to curriculum development which reflect the interests of students, teachers and schools in the western region of Melbourne.
Subject Hours  Full-time program. Twenty hours per week in the integrated interdisciplinary Action Research project. Part-time program Ten hours per week in the integrated interdisciplinary Action Research project.
Assessment  Research report (40%); journal (30%); attendance and participation (30%). All components of assessment must be completed satisfactorily to pass the subject.

HEB4260 SCHOOL EXPERIENCE 8 (PART-TIME)
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 advisable 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.

HEB4270 ACTION RESEARCH IN EDUCATION 2 (PART-TIME)
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 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.

HEB4274 ACTION RESEARCH 2
Campus  Footscray Park, Sunbury
Prerequisite(s)  HEB4174 Action Research 1; or equivalent.
Content  Students will implement and report on an action research project located in a youth, education or community setting in which they are located. The subject will expect students to participate in workshops in which they will report on their project findings. Particular attention will be given to the identification of projects’ intended and unintended consequences, including the interactions between structural constraints and democratic action. Skills to be developed include: goal and outcomes setting, data collection and interpretation in action research, writing for professional audiences, journal and case writing, outcomes based evaluation, formulation and presentation of the findings of an action research project. The subject will encourage students to work together in co-operative groups.
Subject Hours  Three hours per week for one semester comprising one one-hour lecture and one two-hour workshop. Students will be expected to be participating in regular professional practice.
Assessment  Maintenance of journal (25%); presentation of a 2000-word research report, or equivalent, to a formal professional conference (50%); leading of a workshop on the applicability of action research to relevant fields of professional practice (25%).

HEB4280 CURRICULUM POLICY AND PRACTICE 2 (PART-TIME)
Campus  Footscray Park, Melton
Prerequisite(s)  Nil
Content  The aims of the subject are for students to: investigate how changes in national cultural values and community interests affect Government policy, school curriculum and ultimately, teaching and learning; explore the way in which Government policies in education, cultural development and training are translated into school curriculum; identify and understand the work of the various participants in school curriculum development; develop an appreciation of the way in which teachers implement school curriculum by integrating their own understanding and preferred teaching styles with educational innovations and Government policy changes; develop sensitivity to the responses made by children to changes in school curriculum and organisation; develop teachers’ competence in articulating coherent social and cultural understanding in their preparation and evaluation of curriculum programs and submissions for funding.
Subject Hours  Full-time program. Twenty hours per week in the integrated interdisciplinary Action Research project. Part-time program Ten hours per week in the integrated interdisciplinary Action Research project.
Assessment  Literature (40%); journal (30%); attendance and participation (30%). All components of assessment must be completed satisfactorily to pass the subject.

HEB4282 YOUTH POLICY AND PRACTICE 2
Campus  Footscray Park, Sunbury
Prerequisite(s)  HEB4181 Youth Policy and Practice 1; or equivalent.
Content  Students will acquire the knowledge and skills needed to work constructively within the policy and practice context of organisations serving young people. Topics will be selected from the following: responding to National and State policy, working in teams to plan and write submissions for funding to National, State and non-government funding agencies, program evaluation and reporting, managing a funded program, developing strategies for
Case Management and empowering young people through their participation in a formally organised youth project.


**Subject Hours** Three hours per week for one semester comprising one one-hour lecture and one-two hour workshop. Students will be expected to be participating in regular professional practice.

**Assessment** Preparation of a program document (submission, evaluation, report) related to each student's professional workplace, 2000 words (50%); preparation and presentation of tutorial paper (50%).

### HEB4283 PROFESSIONAL PRACTICE

**Campus** St Albans

**Prerequisite(s)** HEB0061 Action Research

**Corequisite(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.


**Assessment** Research report (40%); journal (30%); attendance (30%). All components of assessment must be completed satisfactorily to pass the subject.

### HEB4284 REFLECTIVE PRACTICE SEMINAR

**Campus** St Albans

**Prerequisite(s)** HEB0061 Action Research

**Co-requisite(s)** HEB4283 Professional Practice

**Content** In conjunction with the Professional Practice subject this seminar aims to engage students in an action reflection process based on their placement experiences and develop a Professional Portfolio that will embed theory and practice links and enhance students employment opportunities upon graduation.


**Assessment** Research report (40%); journal (30%); attendance and participation (30%). All components of assessment must be completed satisfactorily to pass the subject.
HEE1180 LEARNING AND COMMUNICATION

Campus Footscray Park

Prerequisite(s) According to guidelines set down in the FHD Specialist Area Guidelines document.

Content The course provides an overview of learning styles, approaches and techniques available for the teaching of primary school learning. It aims to develop the capacity of students to develop and implement learning plans, and to critically assess learning outcomes.

Assessment

By assignments, presentations and projects.

HEE1181 LANGUAGE DEVELOPMENT

Campus Echuca

Prerequisite(s) HEE1180 Learning and Communication or equivalent.

Content This subject is an examination of the learning and teaching of the English language. It will consider the learning outcomes, approaches and techniques available for the teaching of English.

Assessment

By assignments, presentations and projects.

HEE1190 YOUTH AND COMMUNITY STUDIES 1

Campus Echuca

Prerequisite(s) Nil

Content This subject provides a framework for the study of young people and their development. It will consider the importance of youth policy and the need for a range of youth development initiatives.

Assessment

By assignments, presentations and projects.
HEE2180 MATHEMATICS LEARNING

<table>
<thead>
<tr>
<th>Campus</th>
<th>Echuca</th>
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<tbody>
<tr>
<td>Prerequisite(s)</td>
<td>HEE1180 Learning and Communication or equivalent.</td>
</tr>
<tr>
<td>Content</td>
<td>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.</td>
</tr>
<tr>
<td>Subject Hours</td>
<td>Twenty-six hours of workshops plus fifteen days Community Partnership for one semester.</td>
</tr>
<tr>
<td>Assessment</td>
<td>Reports of reading, activities and projects (100%).</td>
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HEE2181 POLICY AND PRACTICE

<table>
<thead>
<tr>
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<tr>
<td>Prerequisite(s)</td>
<td>HEE1180 Learning and Communication or equivalent.</td>
</tr>
<tr>
<td>Content</td>
<td>This subject will focus on reporting relationships between mentors, educators and learners, teaching and learning, so that the personal, social and cultural aspects of learning will be encountered. Through negotiated teaching and learning partnerships, this subject also investigates policy and program planning and the emerging relationships between teachers, mentors, leaders, coaches and learners. It will build skills in team programming, curriculum implementation and evaluation as learners participate in community education and enterprise partnership projects. Special focus will be on teaching and learning in the arts curriculum. Reports of projects and teaching will take account of the personal, social and cultural characteristics of young people such as socio-economic background, race, class, gender, geographic location and disability.</td>
</tr>
<tr>
<td>Subject Hours</td>
<td>Twenty-six hours of workshops plus fifteen days Community Partnership for one semester.</td>
</tr>
<tr>
<td>Assessment</td>
<td>Reports of experience and learning (100%); report of satisfactory participation in partnership activities.</td>
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</table>

HEE2190 YOUTH AND COMMUNITY STUDIES 2

<table>
<thead>
<tr>
<th>Campus</th>
<th>Echuca, Footscray Park, Melton</th>
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<tbody>
<tr>
<td>Prerequisite(s)</td>
<td>HEE1190 Youth and Community Studies 1, or equivalent.</td>
</tr>
<tr>
<td>Content</td>
<td>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 well-being of needs of young people.</td>
</tr>
<tr>
<td>Subject Hours</td>
<td>Thirty-nine hours of workshops for one semester or equivalent.</td>
</tr>
<tr>
<td>Assessment</td>
<td>Reports of reading (50%); activities and projects (50%); or equivalent.</td>
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</table>

HEE2191 CASE MANAGEMENT AND GROUP WORK

<table>
<thead>
<tr>
<th>Campus</th>
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<tbody>
<tr>
<td>Prerequisite(s)</td>
<td>HEE1190 Youth and Community Studies 1 or equivalent.</td>
</tr>
<tr>
<td>Content</td>
<td>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.</td>
</tr>
<tr>
<td>Required Reading</td>
<td>To be negotiated.</td>
</tr>
<tr>
<td>Subject Hours</td>
<td>Thirty-nine hours for one semester comprising workshops.</td>
</tr>
<tr>
<td>Assessment</td>
<td>Reports of reading and activities (100%).</td>
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</table>

HEE2192 POLICY DEVELOPMENT

<table>
<thead>
<tr>
<th>Campus</th>
<th>Echuca</th>
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<tbody>
<tr>
<td>Prerequisite(s)</td>
<td>HEE1190 Youth and Community Studies 1; HEE2190 Youth and Community Studies 2 or equivalent.</td>
</tr>
<tr>
<td>Content</td>
<td>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 content ion, 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.</td>
</tr>
<tr>
<td>Required Reading</td>
<td>To be negotiated.</td>
</tr>
</tbody>
</table>

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

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

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**HEE2193 MANAGING AN AGENCY 1**

**Campus** Echuca

**Prerequisite(s)** HEE1190 Youth and Community Studies 1; or equivalent.

**Content** This subject will provide the skills required to implement appropriate management techniques to establish a new service for young people. The subject will investigate the practice of community agencies and the skills required to work with and manage staff, including community volunteers, initiate community links and establish an agency within its community. All aspects of agency management will be introduced, including budgeting, financial management, resource development and allocation.

**Required Reading** To be negotiated.


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

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

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**HEE2194 YOUTH AND COMMUNITY STUDIES 3**

**Campus** Echuca

**Prerequisite(s)** HEE1190 Youth and Community Studies 1; HEE2190 Youth and Community Studies 2 or equivalent.

**Content** This subject will provide the learner with the ability to develop a framework to locate and analyse the experience of young people in a personal, social, and policy context. Key considerations include young people in the context of their culture, family, community and peer 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%).

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**HEE2195 INFORMATION AND ORGANISATION SYSTEMS**

**Campus** Echuca

**Prerequisite(s)** HEE1190 Youth and Community Studies 1 or equivalent.

**Content** This subject will introduce the learner to the diverse range of information required to function effectively within our society, and more specifically as a community based worker. It also presents a theoretical framework and examines the nature and culture of organisations in order to recognise structures and opportunities to effect change and undertake social action.

**Required Reading** To be negotiated.


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

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

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**HEE2196 SOCIAL AND POLITICAL ECONOMICS**

**Campus** Echuca

**Prerequisite(s)** HEE1190 Youth and Community Studies 1; HEE2190 Youth and Community Studies 2, or equivalent.

**Content** This subject will develop knowledge about the current political and economic environment. Working with young people requires an understanding of the political and economic context in which young people work so that change may be initiated and effective. This subject aims to provide an integrated and critical perspective of the political and economic structures in Australian society.

**Required Reading** To be negotiated.


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

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

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**HEE2197 MANAGING AN AGENCY 2**

**Campus** Echuca

**Prerequisite(s)** HEE2193 Managing an Agency 1 or equivalent.

**Content** This subject will further develop the skills required to implement appropriate management techniques to establish a new service for young people. The subject will investigate a range of successful service providers and the strategies which are used to enhance community relationships and support for programs for young people. All aspects of service and agency development and implementation will be further investigated, especially budgeting, financial management, resource development and allocation, and service evaluation.

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


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

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

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**HEE3180 CURRICULUM KNOWLEDGE 1**

**Campus** Echuca

**Prerequisite(s)** HEE11180 Learning and Communication or equivalent.

**Content** This subjects 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.
Undergraduate Subject Details

HEE3181 Program Development

Campus Echuca

Prerequisite(s) HEE1180 Learning and Communication or equivalent.

Content This subject will focus on developing a program or curriculum which is part of an inquiry based negotiated partnership or enterprise activity, such as conducting a youth camp, coaching a team, teaching a unit of work with young people in schools and community settings. Developing programs which draw on and respond to individual needs will be emphasised. Special focus will be on developing partnerships with strong connections to general studies areas and on inquiry, teaching and learning in science curriculum. A strong relationship will be developed between the focus of program and curriculum planning, implementation and evaluation and the learners other major study. Developing programs which draw on and respond to individual needs will be a focus.


Subject Hours Twenty-six hours of workshops plus twenty days Community Partnership for one semester

Assessment Program report and evaluation, 100%; report of satisfactory participation in partnership activities.

HEE3182 Curriculum Knowledge 2

Campus Echuca

Prerequisite(s) HEE1180 Learning and Communication or equivalent.

Content This subject provides an overview of the Key Learning Areas of the Curriculum and Standards Framework, including learning outcomes at all year levels. Extensive consideration of the subject knowledge required for the teaching of major concepts particularly in Science, SOSE, Arts and Technology and the incorporation of literacy and numeracy principles across the curriculum. Issues related to Australia's Indigenous people are included in an integrated study of local issues. Occasional seminars with mentor teachers will explore cultural and educational questions.

Required Reading Board of Studies Victoria, 1996, Curriculum and Standards Framework and Course Advice, Melbourne.


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

Assessment Compilation of curriculum classroom materials regarding one Key Learning Area, 50%; a written report discussing the nature and extent of subject knowledge required for quality teaching in that Key Learning Area, 50%.

HEE3183 Educational Change

Campus Echuca

Prerequisite(s) HEE1180 Learning and Communication or equivalent.

Content This subject investigates change in educational settings and arrangements for improved outcomes. Action research methods will be used to investigate factors of school improvement, school effectiveness and professional development in partnership or enterprise activities. Special focus will be on general studies areas and on inquiry, teaching and learning in social education and literacy curriculum. The needs of students and their local communities will form the basis for program or curriculum development, implementation, identification of learning outcomes and program evaluation. A professional portfolio will be developed which reflects professional practice in response to the National Framework of Beginning Teacher Competencies and the SCPT Dimensions of Teaching.


Subject Hours Fifty-two hours of workshops plus 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.


Subject Hours Fifty-two hours of workshops plus ten days Education Partnership for one semester.
Assessment Reports of workshop sessions, 25%; documented action plan, 25%; a report of findings through a negotiated teaching portfolio, 50%; report of satisfactory participation in partnership activities.

HEE4181 EDUCATIONAL ORGANISATION 1

Campus Echuca
Prerequisite(s) HEE1180 Learning and Communication or equivalent.

Content This subject initiates an extensive study of educational and school structures, procedures and organisation. Major trends that impact upon school curriculum at the primary and secondary levels are considered. Special emphasis will be given to issues concerning Australia’s Indigenous cultures, languages and learning, as well as 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.

Recommended Reading Australian Curriculum Studies Association, 1996, From Alienation To Engagement, ACSA, Sydney.

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.

HEE4182 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%) along with a teaching portfolio and a documented report of findings through a negotiated teaching portfolio, 50%; a report of satisfactory participation in partnership activities.

HEE4183 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.


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

Recommended Reading Australian Curriculum Studies Association, 1996, From Alienation To Engagement, ACSA, Sydney.

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.

Recommended Reading Australian Curriculum Studies Association, 1996, From Alienation To Engagement, ACSA, Sydney.


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.

HEE4184 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.

Recommended Reading Australian Curriculum Studies Association, 1996, From Alienation To Engagement, ACSA, Sydney.


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

Assessment Reports of workshop sessions, 25%; documented interviews of community members presented in range of media, 25%; annotated school policy and curriculum statements, 50%.
**HEE4185 CURRICULUM AND PLANNING 2**

**Campus** Echuca

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

**Content** This subject is partnership-based in schools and immerses student teachers in the curriculum and learning culture of primary and secondary schools. Issues such as catering for a range of student backgrounds and interests and how to engage students with major ideas will be studied, together with appropriate methods of monitoring, assessing and reporting student learning progress, with reference to all Key Learning Areas. Experience of the practical application of curriculum policy, including the Curriculum Standards Framework, will be gained through partnership work primary, secondary or P–12 settings. Special attention to teaching and learning in the graduating teachers areas of expertise 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%).

**HEG6613 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%.

**HEG6614 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%.

**HFB1101 FUNDAMENTALS OF PARAMEDICINE 1**

**Campus** St Albans, Online

**Prerequisite(s)** Nil

**Content** This subject introduces the fundamentals of paramedicine. Students are introduced to the anatomical, physiological, biochemical, and pathophysiological basis of care from paramedic perspectives. Analysis of cell structures, types and groups culminates in examinations of the musculoskeletal and integumentary systems. Brief pathophysiological details from a limited range of acute and chronic conditions encountered by paramedics are also included. Topics studied in this subject may be interchangeable with those in HFB1205 Fundamentals of Paramedicine 2, HFB2101 Fundamentals of Paramedicine 3 and HFB2206 Fundamentals of Paramedicine 4. Topics will be related directly to paramedic care.

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

**Website** dingo.vu.edu.au/~paramedics

**Subject Hours** Four (4) hours per week for one semester or equivalent, comprising lectures, tutorials, practical sessions and computer-based self-directed learning activities.

**Assessment** Online test given in two parts (20%); essay (1200 words) (30%); written examination (50%). To obtain at least a Pass in the subject, normally all components of assessment must be attempted and passed. Failed assessment items (online test and essay) may be re-attempted and resubmitted once only. Maximum possible marks to be obtained on any resubmission will be 50%. Where the final examination is failed, a supplementary examination will be offered. The maximum possible mark on the supplementary examination will be 50%.

**HFB1102 PARAMEDIC SCIENCES 1**

**Campus** St Albans, Online

**Prerequisite(s)** Nil

**Content** This subject is concerned with developing the students’ understanding of the sciences underpinning paramedic practice. An introduction to microbiology and pharmacology related to paramedic practice provides the theoretical explanations for specific paramedic practices taught in later subjects. Pharmacological concepts such as route of administration, distribution, metabolism and excretion of drugs are introduced and developed with specific reference to paramedic practice. Topics studied in this subject may be interchangeable with those in HFB1206 Paramedic Sciences 2, HFB2101 Paramedic Sciences 3 and HFB2207 Paramedic Sciences 4.

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

**Website** dingo.vu.edu.au/~paramedics

**Subject Hours** Four (4) hours per week for one semester or equivalent, comprising lectures, tutorials, practical sessions and computer-based self-directed learning activities.

**Assessment** Weekly online or workbook activities including one (1) online test (Microbiology and Pharmacology combined) (30%); media review (1000 words) (20%); final written examination (50%). To obtain at least a Pass in the subject, normally all components of assessment must be attempted and passed. Failed assessment items (weekly activities and media review) may be re-attempted and resubmitted once only. Maximum possible marks to be obtained on any resubmission will be 50%. Where the final examination is failed, a supplementary examination will be offered. The maximum possible mark on the supplementary examination will be 50%.
HFB1203 PARAMEDIC PRACTICE 1
Campus St Albans
Prerequisite(s) HFB1801 Out of Hospital Practice and HFB1802 Prehospital Clinical; or equivalents.
Corequisite(s) HFB1204 Paramedic 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. A problem-oriented approach extends students’ paramedic knowledge and introduces paramedic protocols and practice requirements of individualizing patient care. Skill development is introduced and specifically integrated into particular paramedic medical and surgical case studies that highlight the nervous, respiratory, cardiovascular, and endocrine systems. Basic principles of applied clinical pharmacology, e.g., drug administration, and basic electrocardiography and interpretation and an introduction to advanced life support procedures including manual defibrillation are also included. Topics in this subject may be interchanged with HFB2100 Paramedic Practice 2 and HFB2204 Paramedic Practice 3.
Required Reading To be advised by Lecturer.
Website dingo.vu.edu.au/~paramedics
Subject Hours Six (6) hours per week for one semester or equivalent, comprising lectures, tutorials, practical sessions and self-directed learning activities.
Assessment Proficiency multi-station practical and theory examination (pass/fail) (hurdle requirement); portfolio (50%); final examination (50%). To obtain an Ungraded Pass in the subject, normally all components of assessment must be attempted and passed. Failed assessment items (multi-station examination and portfolio) may be re-attempted and resubmitted once only. Proficiency standard must be obtained on any re-attempted multi-station examination. Maximum possible marks to be obtained on resubmission of the portfolio will be 50%. Where the final examination is failed, a supplementary examination will be offered. The maximum possible mark on the supplementary examination will be 50%. This subject is a hurdle requirement.

HFB1204 PARAMEDIC CLINICAL 1
Campus St Albans, Off Campus
Prerequisite(s) HFB1801 Out of Hospital Practice and HFB1802 Prehospital Clinical; or equivalents.
Corequisite(s) HFB1203 Paramedic Practice 1; or equivalent.
Content This subject is designed to facilitate the application of theory and skills presented in HFB1203 Paramedic Practice 1. Students participate in the delivery of health care initially in classroom laboratory settings and later in selected clinical settings. The clinical focus is on developing skills of assessment and care of people who require acute emergency medical and surgical care. Routes of medication administration are included and the nervous, respiratory, cardiovascular, and endocrine systems are presented in greater detail.
Required Reading To be advised by Lecturer.
Website dingo.vu.edu.au/~paramedics
Subject Hours A minimum of ten (10) hours per week for one semester or equivalent, comprising at least sixty (60) hours clinical placement in the semester (hurdle requirement), lectures, tutorials, practical sessions and self-directed learning activities. Clinical placement needs to be flexible pending available clinical positions in hospitals, other medical facilities and ambulance services. Where possible, students will be notified at the beginning of the semester of their clinical arrangements.
Assessment To obtain an Ungraded Pass, students must successfully complete the proficiency multi-station practical and theory examination (pass/fail) (hurdle requirement); reflective journal (maximum 1500 words); four (4) case studies; clinical log book; overall satisfactory appraisal from all placements (hurdle requirement). This subject is a hurdle requirement.

HFB1205 FUNDAMENTALS OF PARAMEDICINE 2
Campus St Albans, Online
Prerequisite(s) HFB1101 Fundamentals of Paramedicine 1; or equivalent.
Content This subject continues the topics presented in HFB1101 Fundamentals of Paramedicine 1 and introduces examinations of the anatomy, physiology and pathophysiology of the nervous, respiratory, cardiovascular and endocrine systems. Function is explored in detail from discrete, interactive and holistic perspectives. Topics studied in this subject may be interchangeable with those in HFB1102 Fundamentals of Paramedicine 2, HFB2102 Fundamentals of Paramedicine 3 and HFB2206 Fundamentals of Paramedicine 4. Topics will be related directly to paramedic care of the emergency patient.
Required Reading To be advised by Lecturer.
Website dingo.vu.edu.au/~paramedics
Subject Hours Four (4) hours per week for one semester or equivalent, comprising lectures, tutorials, practical sessions and computer-based self-directed learning activities.
Assessment Online test given in two parts (20%); essay (1500 words) (30%); written examination (50%). To obtain at least a Pass in the subject, normally all components of assessment must be attempted and passed. Failed assessment items (online test and essay) may be re-attempted and resubmitted once only. Maximum possible marks to be obtained on any resubmission will be 50%. Where the final examination is failed, a supplementary examination will be offered. The maximum possible mark on the supplementary examination will be 50%.

HFB1206 PARAMEDIC SCIENCES 2
Campus St Albans, Online
Prerequisite(s) HFB1102 Paramedic Sciences 1; or equivalent.
Content This subject presents the pharmacological aspects of dysfunction in the nervous, respiratory, cardiovascular and gastrointestinal systems and relates those aspects to paramedic practice and out-of-hospital settings. The concept of host microbe interactions in microbiology introduces students to the body’s defense systems and principles of disease and epidemiology. Topics studied in this subject may be interchangeable with those in HFB1102 Paramedic Sciences 1, HFB2103 Paramedic Sciences 3 and HFB2207 Paramedic Sciences 4. Topics will be related directly to paramedic care.
Required Reading To be advised by Lecturer.
Website dingo.vu.edu.au/~paramedics
Subject Hours Four (4) hours per week for one semester or equivalent, comprising lectures, tutorials, practical sessions and computer-based self-directed learning activities.
Assessment Weekly workbook or online activities including one (1) online test (Microbiology and Pharmacology combined) (30%); online test (20%); final written examination (50%). To obtain at least a Pass in the subject, normally all components of assessment must be attempted and passed. Failed assessment items (weekly activities and online test) may be re-attempted and resubmitted once only. Maximum possible marks to be obtained on any resubmission will be 50%. Where the final examination is failed, a supplementary examination will be offered. The maximum possible mark on the supplementary examination will be 50%.

HFB1801 OUT-OF-HOSPITAL PRACTICE
Campus St Albans, Off Campus
Prerequisite(s) Nil
Corequisite(s) HFB1802 Prehospital Clinical; or equivalent.
Content This subject introduces students to out-of-hospital care and the paramedic profession. The subject is divided into three areas. The first area introduces modes of paramedic and out-of-hospital emergency and non-emergency practice. Ambulance operations including written communications in paramedicine, occupational health and safety issues, and an introduction to aspects of law and ethics are presented. The second area
introduces paramedic diagnostics, emergency and non-emergency examinations, basic life support, and elementary management at a systems level of various medical and surgical conditions. The third area introduces trauma and its effects on the body. Throughout the subject, a problem-based learning model is used to promote development of critical thinking and individualized care. This subject is emphasized through assessment of patient priorities and care of their families.

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

**Website** dingo.vu.edu.au/~paramedics

**Subject Hours** Six (6) hours per week for one semester or equivalent, comprising lectures, tutorials, practical sessions and self-directed learning activities.

**Assessment** Mid semester test (10%) (pass/fail) (hurdle requirement); proficiency multi-station practical and theory examination (pass/fail) (hurdle requirement) (40%); written examination (50%). To obtain an Ungraded Pass in the subject, normally all components of assessment must be attempted and passed. Failed assessment items (mid semester test and multi-station examination) may be re-attempted once only. Proficiency standards must be obtained on any re-attempted mid semester test and multi-station examination. Where the final examination is failed, a supplementary examination will be offered. The maximum possible mark on the supplementary examination will be 50%. This subject is a hurdle requirement.

**HFB1802 PREHOSPITAL CLINICAL**

**Campus** St Albans, Off Campus

**Prerequisite(s)** Nil

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

**Content** This subject is designed to facilitate the application of theory and skills presented in HFB1801 Out of Hospital Practice. Students will participate in the delivery of health care in classroom laboratory settings and in selected clinical settings. The clinical focus is on developing skills related to assessment and care of people requiring elementary medical and surgical care, transport and prehospital attention.

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

**Website** dingo.vu.edu.au/~paramedics

**Subject Hours** A minimum of ten (10) hours per week for one semester or equivalent, comprising at least forty (40) hours clinical placement in the semester (hurdle requirement), lectures, tutorials, practical sessions and self-directed learning activities. Clinical placement needs to be flexible pending available clinical positions in hospitals, other medical facilities and ambulance services. Where possible, students will be notified at the beginning of the semester of their clinical arrangements.

**Assessment** To obtain an Ungraded Pass, students must successfully complete the proficiency multi-station practical and theory examination (pass/fail) (hurdle requirement); reflective journal (maximum 1500 words); four (4) case studies; clinical log book; overall satisfactory appraisal from all placements (hurdle requirement). This subject is a hurdle requirement.

**HFB2100 PARAMEDIC CLINICAL 2**

**Campus** St Albans, Off Campus, Online

**Prerequisite(s)** HFB1204 Paramedic Clinical 1; or equivalent.

**Corequisite(s)** HFB2101 Paramedic Clinical 2; or equivalent.

**Content** This subject is designed to facilitate the application of theory and skills presented in HFB2100 Paramedic Practice 2. Students will participate in the delivery of health care in selected clinical settings and classroom laboratory practices. The clinical focus is on developing paramedic **Assessment** competency and management of patients in a variety of circumstances.

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

**Website** dingo.vu.edu.au/~paramedics

**Subject Hours** A minimum of ten (10) hours per week for one semester or equivalent, comprising at least sixty (60) hours clinical placement in the semester (hurdle requirement), lectures, tutorials, practical sessions and self-directed learning activities. Clinical placement needs to be flexible pending available clinical positions in hospitals, other medical facilities and ambulance services. Where possible, students will be notified at the beginning of the semester of their clinical arrangements.

**Assessment** To obtain an Ungraded Pass, students must successfully complete the proficiency multi-station practical and theory examination (pass/fail) (hurdle requirement); reflective journal (maximum 1500 words); four (4) case studies; clinical log book; overall satisfactory appraisal from all placements (hurdle requirement). This subject is a hurdle requirement.

**HFB2102 FUNDAMENTALS OF PARAMEDICINE 3**

**Campus** St Albans, Off Campus, Online

**Prerequisite(s)** HFB1205 Fundamentals of Paramedicine 2; or equivalent.

**Content** This subject builds on the earlier Fundamentals of Paramedicine 1 and 2, and includes the anatomy and physiology of the lymphatic, digestive, reproductive and urinary systems to illustrate their relationships within a range of common and important acute and chronic illnesses. An overview of human nutrition, metabolism and temperature regulation is included. Topics may be interchanged with those in HFB1101 Fundamentals of Paramedicine 1, HFB2105 Fundamentals of Paramedicine 2 and HFB2206 Fundamentals of Paramedicine 4 subjects. Topics will be related directly to paramedic care of the emergency patients.

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

**Website** dingo.vu.edu.au/~paramedics

**Subject Hours** Six (6) hours per week for one semester or equivalent, comprising lectures, tutorials, practical sessions and computer-based self-directed learning activities.
Subject Hours Six hours per week for one semester or off Campus equivalent comprising lecturers, 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.

HFB2205 PARAMEDICAL INTERNSHIP

Campus St Albans, Off Campus

Prerequisite(s) HFB2101 Paramedic Clinical 2; or equivalent.

Corequisite(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 pre-hospital environments and acute medical settings. To further develop paramedic skills and an awareness of professional and ethical behaviours, students will be expected to practice primarily in the ambulance environment within selected clinical settings or in supervised classroom laboratory settings. Students will practice patient consultations and clinical practice under supervision and one-on-one case presentations will emphasize and expand upon clinically relevant material obtained during clinical placement.

Required Reading To be advised by Lecturer.

Website dingo.vu.edu.au/~paramedics

Subject Hours A minimum of ten (10) hours per week for one semester or equivalent, comprising at least sixty (60) hours clinical placement in the semester (hurdle requirement), lectures, tutorials, practical sessions and self-directed learning activities. Clinical placement needs to be flexible pending available clinical positions in hospitals, other medical facilities and ambulance services. Where possible, students will be notified at the beginning of the semester of their clinical arrangements.

Assessment To obtain an Ungraded Pass, students must successfully complete the proficiency multi-station practical and theory examination (pass/fail) (hurdle requirement); reflective journal (maximum 1500 words); four (4) case studies; clinical log book; overall satisfactory appraisal from all placements (hurdle requirement). This subject is a hurdle requirement.

HFB2206 FUNDAMENTALS OF PARAMEDICINE 4

Campus St Albans, Off Campus, Online

Prerequisite(s) HFB2102 Fundamentals of Paramedicine 3; or equivalent.

Content This subject furthers the understanding of principles and diseases introduced in earlier paramedic subjects. Topics include the anatomy and physiology of the special senses; fluids, electrolytes and acid-base balance; and pregnancy and human development. The impacts of trauma and fluid and electrolyte imbalances on the body and the pathophysiological basis of pain and shock are presented. Fundamental differences between paediatric and adult care are highlighted. Students will study the acute paediatric onset of illnesses affecting the cerebral, respiratory, cardiovascular and other systems. Causes and prevention of paediatric trauma will be introduced and extended into its management in a prehospital setting. Emotional effects 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. Topics will be related directly to paramedic care of the emergency patient.

Required Reading To be advised by Lecturer.

Website dingo.vu.edu.au/~paramedics

FACULTY OF HUMAN DEVELOPMENT

Assessment Online test in two parts (20%); essay (1500 words) (30%); written examination (50%). To obtain at least a Pass in the subject, normally all components of assessment must be attempted and passed. Failed assessment items (online test and essay) may be re-attempted and resubmitted once only. Maximum possible marks to be obtained on any resubmission will be 50%. Where the final examination is failed, a supplementary examination will be offered. The maximum possible mark on the supplementary examination will be 50%.

HFB2103 PARAMEDIC SCIENCES 3

Campus St Albans, Online

Prerequisite(s) HFB1206 Paramedic Sciences 2; or equivalent.

Content This subject introduces students to prescribed and over-the-counter drug treatments for endocrine and immunological disorders. Diagnosis and treatment of infections and inflammatory, neoplastic, and allergic conditions link the pharmacological and microbiological components of this subject. Topics studied in this subject may be interchangeable with those in HFB1102 Paramedic Sciences 1, HFB1206 Paramedic Sciences 2 and HFB2207 Paramedic Sciences 4. Topics will be related directly to paramedic care.

Required Reading To be advised by Lecturer.

Website dingo.vu.edu.au/~paramedics

Subject Hours Four (4) hours per week for one semester or equivalent, comprising lectures, tutorials, practical sessions and computer-based self-directed learning activities.

Assessment Weekly workbook or online activities including one (1) online test (Microbiology and Pharmacology combined) (30%); clinical review (1500 words) (20%); final written examination (50%). To obtain a Pass in the subject, normally all components of assessment must be attempted and passed. Failed assessment items (weekly activities and clinical review) may be re-attempted and resubmitted once only. Maximum possible marks to be obtained on any resubmission will be 50%. Where the final examination is failed, a supplementary examination will be offered. The maximum possible mark on the supplementary examination will be 50%.

HFB2204 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 this subject will be based around medical specialities 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. This 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 students to utilise their knowledge and skills. 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 Four (4) hours per week for one semester or equivalent, comprising lectures, tutorials, practical sessions and computer-based self-directed learning activities.

Assessment Online test given in two parts (20%); essay (1500 words) (30%); written examination (50%). To obtain at least a Pass in the subject, normally all components of assessment must be attempted and passed. Failed assessment items (online test and essay) may be re-attempted and resubmitted once only. Maximum possible marks to be obtained on any resubmission will be 50%. Where the final examination is failed, a supplementary examination will be offered. The maximum possible mark on the supplementary examination will be 50%.

HFB2207 PARAMEDIC SCIENCES 4

Campus St Albans, Online
Prerequisite(s) HFB2103 Paramedic Sciences 3; or equivalent.
Content This subject develops the students' knowledge on drugs used for CNS and psychiatric conditions and extends knowledge on fluid imbalances. Attitudes towards recreational and prescribed drugs are explored. Principles of microbiology with reference to sterilisation and disinfection, infection control and antibiotic treatment of microorganisms and nosocomial infections are linked to public health issues later in the course. Topics studied in this subject may be interchangeable with those in HFB1102 Paramedic Sciences 1, HFB1206 Paramedic Sciences 2 and HFB2103 Paramedic Sciences 3. Topics will be related directly to paramedic care of the emergency patient.
Required Reading To be advised by Lecturer.
Website dingo.vu.edu.au/~paramedics
Subject Hours Four (4) hours per week for one semester or equivalent, comprising lectures, tutorials, practical sessions and self-directed learning activities.
Assessment Clinical review (1500 words) (20%); essay (1500 words) (30%); final written examination (50%). To obtain at least a Pass in the subject, normally all components of assessment must be attempted and passed. Failed assessment items (clinical review and essay) may be re-attempted and resubmitted once only. Maximum possible marks to be obtained on any resubmission will be 50%. Where the final examination is failed, a supplementary examination will be offered. The maximum possible mark on the supplementary examination will be 50%.

HFB3122 PROFESSIONAL BASIS OF PARAMEDIC PRACTICE 2

Campus St Albans, Off Campus, Online
Prerequisite(s) Successful completion of Years One and Two; or equivalents.
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 is the development of students' understanding of electrocardiology and pharmacology, and their ability to apply principles in electrocardiology and pharmacology to their present practice. Integration of material from basic and paramedic sciences, applied clinical sciences, paramedic clinical practice and professional issues will be incorporated throughout this subject.
Required Reading To be advised by Lecturer.
Recommended Reading To be advised by Lecturer.
Website webct.vu.edu.au/
Subject Hours Four (4) hours per week for one semester comprising lectures, tutorials, practicals and self-directed learning activities or online equivalents.
Assessment Portfolio including contribution to online discussions (500-800 words each) (100%). To obtain at least a Pass in the subject, normally the assessment task must be attempted and passed. If the assessment item is failed, it may be re-attempted and resubmitted once only. Maximum possible marks to be obtained on any resubmission will be 50%.

HFB3211 INTEGRATION OF PARAMEDIC PRACTICE 1

Campus St Albans, Off Campus, Online
Prerequisite(s) Successful completion of Years One and Two; or equivalents.
Content This subject will allow each student to extend and refine their particular area of professional paramedic practice. Students are expected to apply the principles developed in Professional Basis of Paramedic Practice 1 and 2 to their current paramedic practice and to concentrate on the professional development of their nominated area through observation, participation, discussion, and self-reflection.
Required Reading To be advised by Lecturer.
Recommended Reading To be advised by Lecturer.
Website webct.vu.edu.au/
Subject Hours Four (4) hours per week for one semester comprising lectures, tutorials, practicals and self-directed learning activities or equivalents.
Assessment Portfolio (100%). To obtain at least a Pass in the subject, normally the assessment task must be attempted and passed. If the assessment item is failed, it may be re-attempted and resubmitted once only. Maximum possible marks to be obtained on any resubmission will be 50%.

HFB3222 INTEGRATION OF PARAMEDIC PRACTICE 2

Campus St Albans, Off Campus, Online
Prerequisite(s) Restricted to students enrolled in the Bachelor of Health Science – Paramedic (1 yr Conversion) degree course.
Content This subject re-introduces and extends the fundamentals of paramedicine. A systems approach reinforces the anatomical, physiological, pathophysiological and pharmacological aspects of care from the perspectives of the paramedic. Applied considerations will be given to a range of adult and paediatric emergencies.
Required Reading To be advised by Lecturer.
Recommended Reading To be advised by Lecturer.
Website webct.vu.edu.au/
Subject Hours Four (4) hours per week for one semester comprising lectures and self-directed learning activities or online equivalent.
Assessment Essay (1500 words) (25%); weekly online activities including contributions to online discussions (15%); final online examination of multiple-choice questions only (60%). To obtain at least a Pass in the subject, normally all components of assessment must be attempted and passed. Failed assessment items (essay and weekly activities) may be re-attempted and resubmitted once only. Maximum possible marks to be obtained on any resubmission will be 50%. Where the final examination is failed, a supplementary examination will be offered. The maximum possible mark on the supplementary examination will be 50%.

HFB3301 ISSUES IN PREHOSPITAL HEALTH SERVICE DELIVERY

Campus St Albans, Off Campus, Online
Prerequisite(s) Successful completion of Years One and Two; or equivalents.
Content This subject introduces students to a range of key concepts that influence health service delivery in out-of-hospital practice. Students will relate to their own perspectives and experiences in order to explore and analyse the many roles of the paramedic in health service delivery.
Required Reading To be advised by Lecturer.
Recommended Reading To be advised by Lecturer.
Website webct.vu.edu.au/
Subject Hours Three (3) hours per week for one semester comprising lectures, tutorials, practicals and self-directed learning activities or online equivalents.
Assessment Portfolio (100%). To obtain at least a Pass in the subject, normally the assessment task must be attempted and passed. If the assessment item is failed, it may be re-attempted and resubmitted once only. Maximum possible marks to be obtained on any resubmission will be 50%.

HFB3401 PREHOSPITAL ETHICAL AND LEGAL ISSUES

Campus St Albans, Off Campus, Online
Prerequisite(s) Successful completion of Years One and Two; or equivalents.
Content This subject enables students to explore ethical and legal issues and their implications for paramedics and paramedicine. Students’ experiences will be drawn upon to demonstrate and scrutinise their responses 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.
Website webct.vu.edu.au/
Subject Hours Four (4) hours per week for one semester comprising lectures, tutorials, practicals and self-directed learning activities or online equivalents.
Assessment Negotiated written report or portfolio (100%). To obtain at least a Pass in the subject, normally the negotiated assessment task must be attempted and passed. If the assessment item is failed, it may be re-attempted and resubmitted once only. Maximum possible marks to be obtained on any resubmission will be 50%.

HFB3501 RESEARCH IN PARAMEDIC PRACTICE

Campus St Albans, Off Campus, Online
Prerequisite(s) Successful completion of Years One and Two; or equivalents.
Content This subject investigates major research considerations and focuses on facilitating the students’ abilities to critically analyse research reports. Emphasis is placed on the application of research findings to paramedic practice and ways in which applications can be facilitated.
Required Reading To be advised by Lecturer.
Recommended Reading To be advised by Lecturer.
Website webct.vu.edu.au/

Subject Hours Four (4) hours per week for one semester comprising lectures, tutorials, practicals and self-directed learning activities or online equivalents.
Assessment Negotiated written report or portfolio (100%). To obtain at least a Pass in the subject, normally the negotiated assessment task must be attempted and passed. If the assessment item is failed, it may be re-attempted and resubmitted once only. Maximum possible marks to be obtained on any resubmission will be 50%.

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 students.
Assessment Portfolio (100%). To obtain a pass in the subject 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.

HFB3700 PARAMEDIC INSTRUCTION AND MENTORING (ELECTIVE)

(Offered in 2005 subject to demand)
Campus St Albans, Off Campus, Online
Prerequisite(s) Successful completion of Years One and Two; or equivalents.
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 To be advised by Lecturer.
Recommended Reading To be advised by Lecturer.
Website webct.vu.edu.au/
Subject Hours Three (3) hours per week for one semester comprising lectures, tutorials, practicals and self-directed learning activities or online equivalents.
Assessment Negotiated written report or portfolio (100%). To obtain at least a Pass in the subject, normally the negotiated assessment task must be attempted and passed. If the assessment item is failed, it may be re-attempted and resubmitted once only. Maximum possible marks to be obtained on any resubmission will be 50%.

HFB3800 PARAMEDIC PROFESSIONAL WRITING (ELECTIVE)

(Offered in 2005 subject to demand)
Campus St Albans, Off Campus, Online
Prerequisite(s) Successful completion of Years One and Two; or equivalents.
Content This subject will introduce students to the practice of developing a paramedic body of knowledge through professional writing. Students will rely on their professional experience and the professional literature to produce a paper (or series of papers)
To obtain at least a Pass in the subject, normally the assessment task must be attempted and passed. If the assessment item is failed, it may be re-attempted and resubmitted once only. Maximum possible marks to be obtained on any resubmission will be 50%.

HFB3900 EMERGENCY MEDICAL SERVICES MANAGEMENT (ELECTIVE)
(May not be offered in 2005)
Campus St Albans, Off Campus, Online
Prerequisite(s) Successful completion of Years One and Two, or equivalents.
Content This subject examines two organizational areas (practices and functioning of organisations, and theories and models of organisational structure, policy and decision making) and how they relate to emergency medical services (EMS). Emphasis is on individuals within EMS organisational settings and the critical value of structure, policy and decision making to the organisation. Topics covered in the first area include personality, social perception, group dynamics, motivation and specific personal behaviour management issues such as stress management, conflict resolution and career management strategies. Topics in the second area include the nature of strategic planning, analysis of the environment, planning directions, strategy formulation and implementation, and global strategic management and future directions.
Required Reading To be advised by Lecturer.
Recommended Reading To be advised by Lecturer.
Website www.web.vu.edu.au/
Subject Hours Three (3) hours per week for one semester comprising lectures, tutorials, practicals and self-directed learning activities or online equivalents.
Assessment Portfolio (100%). To obtain at least a Pass in the subject, normally the assessment task must be attempted and passed. If the assessment item is failed, it may be re-attempted and resubmitted once only. Maximum possible marks to be obtained on any resubmission will be 50%.

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.
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) HFC1001 Introduction to Computer Mediated Art or equivalent.
Content This subject builds upon the variety of computing uses available to students but in particular the art making process. Content will focus on distinctions between computer mediated art, image processing, and computer art and will contextualise a variety of software packages within a theoretical framework. Students will continue to employ word processing, basic graphic, spreadsheet, database and desktop publishing software packages, but will begin to engage with a variety of electronic drawing and painting packages in conjunction with hardware such as pressure sensitive digitising tablets. Students will also begin working with digital scanning devices and simple two-dimensional animation will be introduced. This subject addresses the needs of persons who make art using the computer as the primary agent, but does so within an emerging theoretical framework. Painter will be the main software package used.
Recommended Reading Wired Magazine.
Subject Hours Four hours per week for one semester comprising one one-hour lecture and three-hour workshop.
Assessment Folio, 50%; class presentation, 25%; electronic journal, 25%.
**HFC1004 LIFE DRAWING AND PAINTING**

**Campus** St Albans  
**Prerequisite(s)** HFC1002 Introduction to Drawing and Painting or equivalent.  
**Content** This subject will continue to combine the two disciplines of drawing and painting and build upon issues examined in HFC1002 Introduction to Drawing and Painting. The traditional subject of the nude male and female will be used to link both areas. Working from models, students will refine visual skills, techniques and language. Drawing will emphasise the ability to judge proportions, understand the underlying skeletal and muscular structure and the placing of the figure in space. Painting will further structure the nude art work by organising the elements of colour, texture and scale. Lectures will emphasise the relationship between the ability to judge proportions, understand underlying structures, placing objects in space, colour, texture and scale and computer mediated art. Lectures will also address further issues in two dimensional design and begin to discuss colour theory as it relates to the nude and by implication, to computer mediated art. Finally, lectures will address the issue of observation as a research methodology.  
**Subject Hours** Four hours per week for one semester comprising one one-hour lecture and one three-hour workshop.  
**Assessment** Folio and support work, 80%; visual arts journal, 20%.  

**HFC2002 STILL LIFE DRAWING AND PAINTING**  
**Campus** St Albans  
**Prerequisite(s)** HFC1004 Life Drawing and Painting or equivalent.  
**Content** Drawing and painting will be linked in this subject through the medium of the still life. Again, students will be required to judge proportions, understand underlying structures, place objects in space, colour, texture and scale in relation to compositional outcomes. Students will also be required to demonstrate the ability to control the various drawing and painting media. The still life objects will draw upon the objects of different cultures to generate and develop ideas for making visual art works and to affirm the multicultural nature of the western suburbs. Lectures will address the colour theories of Albers and Iitten, 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%.  

**HFC2004 EXPERIMENTAL ART**  
**Campus** St Albans  
**Prerequisite(s)** HFC2002 Still Life Drawing and Painting or equivalent.  
**Content** This subject combines the three disciplines of drawing, painting and sculpture in order to focus on non-traditional art making. Students explore two dimensional and three dimensional surfaces and mark making systems outside traditional wet and dry media. Conceptual aspects of visual arts are explored in conjunction with digitally and photographically generated images which draw upon advanced techniques and interpretation. Students will demonstrate processes of critical analysis to support judgements about their work. Lectures will focus on fundamental principles of three dimensional design and analysis of forms in space as well as basic joining techniques. Students will move from the production of finished work intended primarily for display against a flat surface to the concept of installation. The issue of complex compositions which select, combine and manipulate numerous images will be addressed and their relationship to computer mediated art highlighted.  
**Subject Hours** Four hours per week for one semester comprising one one-hour lecture and one three-hour workshop.  
**Assessment** Folio and support work, 80%; visual arts journal, 20%.  

**HFC2005 INTRODUCTION TO VIDEO ART**  
**Campus** St Albans  
**Prerequisite(s)** HFC1003 Computing for Artists; or equivalent.  
**Content** This course is a studio experience introducing students to basic video and animation concepts and techniques leading to the production of experimental animation and video. Through the creation of digital presentations, this studio experience emphasises visual structure and artistic conceptualisation while examining emerging artistic media and technology. Students will investigate the interrelationships between traditional static art forms and the new technologies of animation and video art.  
**Subject Hours** One hour lecture and a three hour tutorial per week. In addition to this, it is expected that students devote at least three hours self directed hours per week.  
**Assessment** Folio of Photoshop images (25%); animated title sequence and credit sequence (25%); and an animation using After Effects presented as a VHS video (50%).  

**HFC2006 VIDEO ART**  
**Campus** St Albans  
**Prerequisite(s)** HFC2005 Introduction to Video Art; or equivalent.  
**Content** Through advanced projects involving digital time based media and a variety of visual technologies, students will produce refined artistic statements involving elements of video, digital media, animation and audio. Lectures will focus on advanced conceptual and experimental approaches to video and digital media related to current developments in contemporary art.  
**Recommended Reading** Current web sites on video art which will be made available by the lecturer.  
**Subject Hours** One hour lecture and a three hour tutorial per week. In addition to this, it is expected that students devote at least three hours self directed hours per week.  
**Assessment** Group video project (50%); folio of video artworks (50%).
HFC3001 THE DIGITAL IMAGE

Campus St Albans
Prerequisite(s) HFC2005 Introduction to Video Art or equivalent.

Content This subject will draw upon all the major art software packages in order for students to develop, implement and complete several projects and related support work for the semester. The projects will also draw upon completed analogue research projects. Students will have the opportunity to produce a cohesive portfolio of finished work. The finished work will include both static and video displays. Students will be introduced to post production techniques for their computer mediated art when opportunities are provided for students to transfer their finished work to video to produce a CD-ROM. Students will begin developing their own WWW site for their artwork, content will deal with editing styles, computer mediated art aesthetics and cyber culture. Dreamweaver will be used.


Subject Hours Four hours per week for one semester comprising one one-hour lecture and one three-hour workshop.
Assessment Folio, 50%; class presentation, 25%; electronic journal, 25%.

HFC3005 INSTALLATION ART

Campus St Albans
Prerequisite(s) HFC2006 Video Art and HFC2004 Experimental Art, or equivalent.

Content This subject locates the 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 in 'real time' via video or computer, or net based site specific work.

Recommended Reading De Oliveira, N. (1996). Installation Art; Smithsonian Institute.

Subject Hours One hour lecture and a three hour tutorial per week. In addition to this, it is expected that students devote at least three hours self directed hours per week.
Assessment Folio of 3 minor installation works (50%); one major ephemeral installation situated in the university grounds (50%).

HFC4001 HONOURS INDIVIDUAL CREATIVE PROJECT A

Campus St Albans
Prerequisite(s) Nil

Content The content of the student's creative output will be outlined in the research proposal submitted by the student prior to admission into the honours course. Individual projects will be further refined through consultation between student and supervisor throughout the semester. In general it is expected that a student's work will be developing toward a professional standard suitable for public exhibition.

Required Reading Supervisors will supply appropriate reading at the beginning of the semester.


HFC4002 HONOURS INDIVIDUAL CREATIVE PROJECT B

Campus St Albans
Prerequisite(s) HFC4001 Honours Individual Creative Project A.

Content This subject builds on work undertaken in HFC4001 Honours Individual Creative Project A. The student will complete the project in consultation with his/her supervisor. In general it is expected that the student complete a body of creative visual work of a professional standard suitable for public exhibition.

Required Reading Supervisors will supply appropriate reading at the beginning of the semester.


HGS3100 PHYSIOLOGICAL BASES OF GOLF PERFORMANCE

Campus Footscray Park
Prerequisite(s) None

Content This subject studies in-depth the physiological responses to exercise, building on the knowledge gained in previous core subjects presented in the Certificate IV and Diploma. The subject focuses on the cardiovascular, respiratory, metabolic, endocrine, neural and muscular responses to acute exercise, including exercise under environmental challenge (eg. cold and heat). This subject provides advanced understanding of the physiological responses to exercise and a through knowledge of the physiological adjustments made while playing golf. On completion of the subject, student should be able to demonstrate physiological systems which are predominant in Golf, how these systems limit the performance in Golf and how training and exercise influence the physiology of Golf.

Methods of Teaching This subject will be delivered through lectures, tutorials and workshops.

HGS3101 APPLIED PSYCHOLOGY OF GOLF

Campus Footscray Park
Prerequisite(s) None

Content This subject provides students with a grounding in a broad range of fundamental issues in psychology and particularly sport psychology. The lecture and tutorial sessions will introduce students to concepts, theories, measurement techniques, and research in the field of applied sport psychology. The students will learn about the effects of mental processes on sport performance and sport behaviour. A review of the sport psychology literature and material is essential to achieve this purpose. In particular the subject aims to consolidate student learning of what psychology is, the history of psychology, and the fundamentals of the main schools of psychology; to help students learn and understand how psychological phenomena influences behaviour in golf and physical activity settings; to help students understand how psychological effects performance in golf; to help students understand how participation in sport influences the psychological characteristics of the individual; to introduce students to applied sport psychology and group processes in sport.

Learning outcomes On completion of this subject students should be able to demonstrate a knowledge of individual differences in sport behaviour including the role of personality in sport participation; the distinction between state, trait and interaction personality theories; and sport specific measures of individual differences, the role of motivation in sport participation and performance including achievement motivation; attribution theory; intrinsic/extrinsic motivation; self-efficacy/self-confidence; the role of arousal in performance; competitive anxiety; arousal theories and sports performance; trait and state measures of anxiety; and information processing models of attention; the psycho-social aspects of sport psychology (audience effects, aggression, cohesion, leadership).

Methods of Teaching This subject will be delivered through lectures, tutorials and workshops.

Required Reading T. Morris & J. Summers (Eds.), Sport Psychology: Theory, Applications and Issues, pp. Wiley & Sons: Sydney. Specific readings will also be given for each lecture topic.

Recommended Reading Specific readings will also be given for each lecture topic.

Subject Hours Three hours per week for one semester comprising 2 x 1 hour lecture per week; 1 x 1 hr laboratory

Assessment There are three components to the assessment: 25% participation in laboratories; 65% examinations/quizzes/tests; 10% attendance and participation.

Practicals Students must attend at least 85% of all practicals to pass this subject. Attendance of less than 85% will result in failure of the subject. Therefore any inability to attend should be accompanied by a Medical Certificate or other documentation (eg. a letter from another lecturer).

HGS3102 KINESIOLOGY OF GOLF

Campus Footscray Park
Prerequisite(s) None

Content This subject aims to gain an appreciation of the form and function of the human body, to appreciate the separate anatomical systems and their interrelationships and how these effect human function in specific reference to performing the skills of golf; examine the structure and function of the major joint complexes of the human body.

Learning Outcomes On completion of the subject student should be able to demonstrate an understanding of the internal and external forces acting on the body; an understanding of the biomechanics of joint motion; an understanding of the implications of joint structure and function to “good” technique.

Methods of Teaching This subject will be delivered through lectures, tutorials and workshops.


Recommended Reading Specific readings will also be given for each lecture topic.

Subject Hours Two hours per week for one semester comprising lectures and tutorials.

Assessment Short-answer tests (2 x 12.5%) 25%; Mid-semester test/examination (plastic models) 25%; End of semester test/examination 50%.

HGS3103 GOLF PRACTICUM AND TOURNAMENT PREPARATION I

Campus Footscray Park
Prerequisite(s) None

Content Through both practical and theoretical learning modes these series of subjects aims to provide the students with an optimal learning environment in which they will develop an excellent knowledge of the game of golf and fully develop their individual golf playing skills. Golf practicum and tournament preparation series of subjects will further build on the golf technique of the student and embrace rules and the important aspects of etiquette on the golf course. Golf course management skills will be developed along with playing and shot making and selection in and under various playing conditions. Students will experience teaching and critical analysis of golfers at various skill levels as part of their personal development. The special skills required for tournament play will be a major part of this series of subjects. Students will learn the various forms of play in golf ranging from stroke play, stableford points, par and mixed foursome to Canadian scramble. The golf course management skills will be nurtured and developed in a weekly competitive game to be played on various courses around Melbourne. During on course play coaches will impart knowledge to the students on such things as etiquette, shot selection and various techniques which have been learned in other aspects of the course (ie mental rehearsal, food intake, stretching etc).

Learning outcomes On completion of the subject student should be able to demonstrate the correct technique in performing all the golf skills; a thorough understanding of the golf rules and their applications; the skills and techniques for golf practice and tournament preparation; an ability to teach the game of golf to their peers; correct etiquette and professional conduct during play and practice on the golf course.

Methods of Teaching The subject will be taught as both instructional and experiential modes at the Brett Lebrole Golf Academy at Sanctuary Lakes Golf Club. A two hour block on four days will be devoted to the individual development of technique and skill in both teaching and playing the game of golf. One day a week will be spent in actual game play on various golf courses around Melbourne. At all times the students will be under the supervision and Professional PGA coaching of the staff from the Brett Lebrole Golf Academy. This subject will be delivered through lectures, tutorials workshops and individual tuition.


Recommended Reading To be advised by Lecturer.
Subject Hours: Twelve hours per week for one semester comprising four two-hour lectures/tutorials and workshops and one four hour laboratory practicum.

Assessment: A written examination of Rules and interpretation (mid Semester and final (2 x 15%)). A portfolio presentation of golf skills and drills for teaching and practice (30%) and personal skill development and assessed by lectures based on film and practical skills testing (40%) over the period of the semester.

HGS3201 TECHNOLOGY AND GOLF

Campus: Footscray Park
Prerequisite(s): None
Content: This subject aims to examine the role of technology in the game of golf. It will examine the new development in topics such as golf equipment, applications and methods used to analyse performance, computer programs and how training and teaching methods have changed or adapted to new technology. Indicative Topics – Clubs, Materials, shafts shapes, Balls, Clothing, Course and Course design principles (Bunkers greens), Computer programs, The Internet, History of golf equipment, IT and golf and Television, Professionalism in golf.

Learning Outcomes: On completion of the subject student should be able to demonstrate the correct technique in performing all the golf skills; a thorough understanding of the golf rules and their applications; the skills and techniques for golf practice and tournament preparation; an ability to teach the game of golf to their peers; correct etiquette and professional conduct during play and practice on the golf course. The special skills required for tournament play will be a major part of this series of subjects. Students will learn the various forms of play in golf ranging from stroke play, stableford points, par and mixed foursome to Canadian scramble. The golf course management skills will be nurtured and developed in a weekly competitive game to be played on various courses around Melbourne. During on course play coaches will impart knowledge to the students on such things as etiquette, shot selection and various techniques which have been learned in other aspects of the course (ie mental rehearsal, food intake, stretching etc).

Methods of Teaching: This subject will be delivered through lectures, tutorials and workshops.


Assessment: Mid Semester and Final Exam 50%; Joint Lab Report 20%; Basic Personal Swing analysis using swinger software 30%.

HGS3202 GOLF PRACTICUM AND TOURNAMENT PREPARATION II

Campus: Footscray Park
Prerequisite(s): None
Content: Through both practical and theoretical learning modes these series of subjects aims to provide the students with an optimal learning environment in which they will develop an excellent knowledge of the game of golf and fully develop their individual golf playing skills. Golf practicum and tournament preparation series of subjects will further build on the golf technique of the student and embrace rules and the important aspects of etiquette on the golf course. Golf course management skills will be developed along with playing and shot making and selection in and under various playing conditions. Students will experience teaching and coaching at various skill levels as part of their personal development. The special skills required for tournament play will be a major part of this series of subjects. Students will learn the various forms of play in golf ranging from stroke play, stableford points, par and mixed foursome to Canadian scramble. The golf course management skills will be nurtured and developed in a weekly competitive game to be played on various courses around Melbourne. During on course play coaches will impart knowledge to the students on such things as etiquette, shot selection and various techniques which have been learned in other aspects of the course (ie mental rehearsal, food intake, stretching etc).

Learning Outcomes: On completion of the subject student should be able to demonstrate the correct technique in performing all the golf skills; a thorough understanding of the golf rules and their applications; the skills and techniques for golf practice and tournament preparation; an ability to teach the game of golf to their peers; correct etiquette and professional conduct during play and practice on the golf course.

Methods of Teaching: The subject will be taught as both instructional and experiential modes at the Brett LeBroque Golf Academy at Sanctuary Lakes Golf Club. A two hour block on four days will be devoted to the individual development of technique and skill in both teaching and playing the game of golf. One day a week will be spent in actual game play on various golf courses around Melbourne. At all times the students will be under the supervision and Professional PGA coaching of the staff from the Brett LeBroque Golf Academy. This subject will be delivered through lectures, tutorials workshops and individual tuition.


Recommended Reading: To be advised by Lecturer.

Subject Hours: Twelve hours per week for one semester comprising four two-hour lectures/tutorials and workshops and one four hour laboratory practicum.

Assessment: A written examination of Rules and interpretation (mid Semester and final (2 x 15%)). A portfolio presentation of golf skills and drills for teaching and practice (30%) and personal skill development and assessed by lectures based on film and practical skills testing (40%) over the period of the semester.
HGS3300 MOTOR LEARNING AND SKILL DEVELOPMENT
Campus Footscray Park
Prerequisite(s) None
Content This subject is designed to introduce students to the basic knowledge and skills to understand how the human controls movement, how movement skill is acquired and how movement skill develops in golf.
Learning outcomes On completion of the subject students should demonstrate knowledge of various motor learning and control theories and generalizations and how information is used to teach, coach, learn, perform, and study sport skills; the methods frequently used to study movement skill acquisition and performance. The student should realize that these methods underlie the knowledge and assumptions scientists have about movement skill acquisition and performance. Characteristics of the task, instruction/practice, the learner and the environment affect sport skill instruction, learning, acquisition, and performance.
Methods of Teaching This subject will be delivered through lectures, tutorials and workshops.
Subject Hours Two hours per week for one semester comprising a one-hour lecture and one one-hour laboratory/tutorial
Assessment Contribution to Total Final Grade (TFG); Attendance and participation in workshops (see below) 10%; Laboratory reports (4 reports) 20%; Presentation Topic 20%; End of semester examination 50%.
Lab/Tutorial attendance and participation As per Victoria University policy, attendance of less than 85% in labs will result in failure of the subject.
HGS3301 EXERCISE PRESCRIPTION AND TRAINING FOR GOLF
Campus Footscray Park
Prerequisite(s) None
Content This subject aims to examine the principles of exercise and training preparation of athletes using knowledge gained from subjects such as physiology and biomechanics. The content will examine traditional training such as strength programs, weight training and aerobic based interventions. It will examine exercise for warm up and injury prevention and programs for both the elite and beginning golfer. The content of the subject will equip students with the knowledge to develop individual physical training programs for all levels of golfing ability.
Learning Outcomes On completion of the subject students should be able to demonstrate an understanding of the philosophy, principles and theory for program design and exercise prescription specifically for golfers; a capability for prescribing programs for individuals and specific populations which can be defended on a logical and theoretical basis.
Methods of Teaching This subject will be delivered through lectures, tutorials and workshops.
Subject Hours Three hours per week for one semester comprising lectures laboratories and tutorials.
Assessment There will be five assessment items - End of Semester exam 45%; Literature quizzes 25%; Periodised training program 30%. A cumulative mark of 50% is required to pass the subject.
HGS3302 COMMUNICATION AND TEACHING TECHNIQUES
Campus Footscray Park
Prerequisite(s) None
Content This subject will examine current topics in developing the skills of communication and teaching the physical preparation of golfers for play and practice. Issues to be discussed in seminars will include, report writing, CV presentation, leadership styles, safety issues, teaching competencies and attributes required by golf professionals in various environments. An essential component of this subject is the development of individual and professional leadership competencies. The experience provides practical leadership experiences and will involve the following situations: small group situations, programming, planning and organising.
Learning Outcomes On completion of the subject student should be able to demonstrate competence in teaching lessons to a group of beginning golfers; confidence in presenting material to peers; ability to speak in public to both large and small groups; an ability to assemble and develop teaching resources.
Methods of Teaching This subject will be delivered through lectures, tutorials and workshops.
Recommended Reading To be advised by Lecturer.
Subject Hours Three hours per week for one semester comprising two one-hour lectures and one one-hour laboratory.
Assessment Development and presentation of educational resource specific for golf (40%); Oral presentations and demonstrations (3x20%).
HGS3303 GOLF PRACTICUM AND TOURNAMENT PREPARATION III
Campus Footscray Park
Prerequisite(s) None
Content Through both practical and theoretical learning modes these series of subjects aims to provide the students with an optimal learning environment in which they will develop an excellent knowledge of the game of golf and fully develop their individual golf playing skills. Golf practicum and tournament preparation series of subjects will further build on the golf technique of the student and embrace rules and the important aspects of etiquette on the golf course. Golf course management skills will be developed along with playing and shot making and selection in and under various playing conditions. Students will experience teaching and critical analysis of golfers at various skill levels as part of their personal development. The special skills...
required for tournament play will be a major part of this series of subjects. Students will learn the various forms of play in golf ranging from stroke play, stableford points, par and mixed foursome to Canadian scramble. The golf course management skills will be nurtured and developed in a weekly competitive game to be played on various courses around Melbourne. During on course play coaches will impart knowledge to the students on such things as etiquette, shot selection and various techniques which have been learned in other aspects of the course (ie mental rehearsal, food intake, stretching etc).

Learning outcomes On completion of the subject student should be able to demonstrate the correct technique in performing all the golf skills; a thorough understanding of the golf rules and their applications; the skills and techniques for golf practice and tournament preparation; an ability to teach the game of golf to their peers; correct etiquette and professional conduct during play and practice on the golf course.

Methods of Teaching The subject will be taught as both instructional and experiential modes at the Brett LeBroque Golf Academy at Sanctuary Lakes Golf Club. A two hour block on four days will be devoted to the individual development of technique and skill in both teaching and playing the game of golf. One day a week will be spent in actual game play on various golf courses around Melbourne. At all times the students will be under the supervision and Professional PGA coaching of the staff from the Brett LeBroque Golf Academy.This subject will be delivered through lectures, tutorials workshops and individual tuition


Recommended Reading To be advised by Lecturer.

Subject Hours Twelve hours per week for one semester comprising four two-hour lectures/tutorials and workshops and one four hour laboratory practicum.

Assessment A written examination of Rules and interpretation (30%) and personal skill testing (40%) over the period of the semester.

HHA1229 ANATOMY 1

Campus St Albans

Prerequisite(s) Nil

Content The student will cover topics including the definition of anatomical terms; anatomy, ostoology, angiology and myology; the somatic nervous system, anatomy of the back, abdomen and thorax; autonomic nervous system and respiratory musles; the neck; the upper limb; the pelvis; the lower limb; clinical applications of musculoskeletal anatomy.


Subject Hours Semester One: Six hours per week, comprising - 2 x 2 hr lectures / week, 1 x 1 hr tutorial class / week, 1 x 1 hr laboratory practical / week. Semester Two: Four hours per week, comprising - 1 x 2 hr lectures / week, 1 x 1 hr tutorial class / week, 1 x 1 hr laboratory practical / week.

Assessment Semester 1: Written examination, 3 hours duration. Laboratory examination, 1 hour duration.

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 student students will have a comprehensive overview of the embryology and anatomy of the nervous system, its vascular supply, and how the nervous system functions. content s 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.
Content During the first week of semester, students will attend a 2 hour seminar to re-orientate students to the final level of the clinical program, to reinforce expectations of them in the clinic; to standardise student ethics and professional behaviour, to review standard operating procedures of the clinical dispensary and system in use for public consultations, in preparation for continuation of the clinical program. Students undertake their final year clinical placement as the Intern Practitioner in approved settings. Much of the placement will be undertaken in the on-campus student clinic. This subject must be completed before offshore clinical placements can be approved. The student practitioner is expected to conduct themselves in a professional manner, working under the supervision of a qualified Chinese medicine practitioner. Skills required: as intern practitioner, take all case notes, define diagnosis, herbs and main formulas that the prescription could be based upon, define treatment principles. The intern practitioners work independently and assume full responsibility for the conduct of each consultation, and production of a final prescription. The supervising practitioner is researched as required. Prescriptions must be approved by the supervising practitioner as suitable and safe to dispense for each client consulted, before being processed in the dispensary.


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.

HHHC4284 CLINICAL INTERNSHIP (CM) 2

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

Prerequisite(s) HHHC4184 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 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 diagnosis, 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.

**HHD1100 CLINICAL DIAGNOSIS 1**

**Campus** City Flinders

**Prerequisite(s)** Nil

**Content** This subject will enable students to develop skills in Basic History taking, and the examination and assessment of the following: mental status, skin, head and neck, eye and ear, pulmonary system, heart, peripheral vascular system, cranial nerves, abdomen, peripheral nervous system, musculoskeletal system. Training in the use of equipment employed in clinical examinations, including: the stethoscope, otoscope, ophthalmoscope, reflex hammer, tuning fork, and sphygmomanometer.


**Subject Hours** Semester One & Two: 2 hours per week: 1 hour lecture, 1 hour tutorial.

**Assessment** Semester One: Written Examination, 30%; practical/viva voce, 20%.

**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%.

**HHD2200 CLINICAL DIAGNOSIS AND MANAGEMENT 2**

**Campus** City Flinders

**Prerequisite(s)** HHD1100 Clinical Diagnosis 1; HHY1101 Pathology; HHP1329 Physiology 1; HHA 1229 Anatomy 1 or equivalent.

**Content** This subject will include: The haematological, cardiovascular, renal, gastrointestinal, respiratory, endocrine and genito-urinary systems. 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 that 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.


**Subject Hours** Semester One & Two: 2 hours per week: 1 hour lecture, 1 hour tutorial.

**Assessment** Semester One: Written Examination, 30%; practical/viva voce, 20%. Semester Two: Written examination, 30%; practical/viva voce, 20%. Please note that Clinical Diagnosis and Management 2 is a two semester subject. First semester passing grades will appear on academic transcripts as X. First semester fail grades will appear as N1 or N2, and will be amended if the subject is passed in entirety at the end of the academic year. First semester grades will be published by the lecturer after the meeting of the examination board.

**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 2

Campus St Albans, City King
Prerequisite(s) HHD3001 Health Science 1; or equivalent.
Corequisite(s) HHD3220 Dermal Techniques 2; or equivalent.

Content This subject will build on the knowledge base covered in Health Science 1 by further researching advanced skin structure and cosmetic dermatology, specifically in the area of cosmetic 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, eczema, psoriasis, benign and pre-malignant skin lesions and skin cancers. A large range of vascular skin disorders and nail diseases will also be considered. This will lead into related pharmacology and toxicology areas and will include studies of the effects of various drugs and chemicals, both topical and oral, on the skin. Students will also be expected to investigate the effects on the skin of various cosmetic ingredients especially those in chemical peels 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 (3) hours per week for one semester comprising lectures, tutorials and laboratory sessions.

Assessment Essay (2000 words) (25%); reading exercises (20%); class presentation (25%); final examination (30%). To obtain at least a Pass in the subject, normally all components of assessment must be attempted and passed. Failed assessment item (essay) may be re-attempted and resubmitted once only. Maximum possible marks to be obtained on any re-attempt and resubmission will be 50%. Where the final examination is failed, a supplementary examination will be offered. The maximum possible mark on the supplementary examination will be 50%.

HHD3100 CLINICAL PRACTICE 1

Campus St Albans, City King
Prerequisite(s) HHD3000 Health Science 1; HHD3110 Dermal Techniques 1; or equivalents.

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 lectures. In addition, students will develop theatre and sterile techniques including dressings, personal preparation for theatre and setting up for minor cosmetic or aesthetic procedures. Topics include, medical terminology, wound management, infection, infection control, asepsis, sterilization, complications of wound healing, wound redressing, compression bandages and equipment, eye toilets, complications from bandaging and eye toilets, a review of first aid procedures, glowing and grooming, latex allergy, proper documentation and a review of common procedures in cosmetic surgery.

Subject Hours Four (4) hours per week for one semester comprising lectures, tutorials and laboratory sessions. 

Assessment Class exercises (20%); case study assignment (2000 words) (30%); final examination (50%). To obtain at least a Pass in the subject, normally all components of assessment must be attempted and passed. Failed assessment item (case study assignment) may be re-attempted and resubmitted once only. Maximum possible marks to be obtained on any re-attempt and resubmission will be 50%. Where the final examination is failed, a supplementary examination will be offered. The maximum possible mark on the supplementary examination will be 50%

This subject is a hurdle requirement.

HHD3102 RESEARCH PERSPECTIVES AND PRACTICES

Campus City King, St. Albans 
Prerequisite(s) Nil 
Corequisite(s) HHD3002 Health Science 2; HHD3220 Dermal Techniques 2 or equivalents.

Content This subject provides an introductory research focus for health care professionals with an emphasis on quantitative and qualitative paradigms. A primary aim of this introductory research subject will be to facilitate the students’ ability to critically analyse and evaluate selected research literature relating to health sciences with particular reference to the safe practice of applied dermal therapies. An introduction to the experimental method, basic quantitative and qualitative analytical techniques, case study reports, report writing and ethics in research will also be covered.


Subject Hours Two (2) hours of lectures per week for one semester.

Assessment Assignment (1500 words) (50%); written examination (50%). To obtain at least a Pass in the subject, normally all components of assessment must be attempted and passed. Failed assessment item (assignment) may be re-attempted and resubmitted once only. Maximum possible marks to be obtained on any re-attempt and resubmission will be 50%. Where the final examination is failed, a supplementary examination will be offered. The maximum possible mark on the supplementary examination will be 50%.

HHD3103 NUTRITION FOR HEALTH AND WELL-BEING

Campus City King, St. Albans 
Prerequisite(s) Students must have satisfactorily completed the first two semesters of coursework for the degree Bachelor of Health Science – Clinical Dermal Therapies; or equivalent.

Content The aim of this subject is to build upon student’s knowledge of nutrition as presented in the Diploma program and consolidated through “work experience”. In this subject students will further their understanding of the role of various vitamins/minerals, food groups and nutritional supplements in healing and well-being. Students will also study the beneficial and deleterious effects of various diets on skin health and the relationship of nutrition and eating patterns to conditions such as anorexia, bulimia and obesity. Attention will be given to factors which promote nutritional well-being, conditions in which it is appropriate to provide nutritional advice to clients and the identification of situations in which it is necessary to refer clients to specialist health practitioners. Topics include carbohydrates, lipids, proteins, energy balance, water soluble vitamins, minerals, dieting, how to recognize the relationship between dieting disorders and skin conditions, referrals, nutritional status of skin, discussions on popular diets- advantages & disadvantages, client management of specific dieting needs in respect of vitamins and minerals, the effects of excessive amounts of vitamins and minerals.


Subject Hours Two (2) hours per week or equivalent for one semester comprising lectures and tutorials.

Assessment One written assignment (1500 words) (40%); one 2-hour examination (60%). To obtain at least a Pass in the subject, normally all components of assessment must be attempted and passed. Failed assessment item (assignment) may be re-attempted and resubmitted once only. Maximum possible marks to be obtained on any re-attempt and resubmission will be 50%. Where the final examination is failed, a supplementary examination will be offered. The maximum possible mark on the supplementary examination will be 50%.

HHD3104 GRADUATING SEMINAR

Campus City King, St. Albans 
Prerequisite(s) Students must have satisfactorily completed the first two semesters of coursework for the degree Bachelor of Health Science – Clinical Dermal Therapies; or equivalent.

Content Graduating Seminar is an integrating subject for the course and has been designed to provide students with a framework to link the main elements of the course. The subject enables students to enhance their critical thinking and integration of knowledge. Particular emphases will be given to 1) ethical and legal issues and dilemmas confronting dermal therapies and 2) networking with medical practitioners and other health professionals including referrals and approaches to establishing effective and safe working relationships. 3) Presenting research findings and clinical results.


Subject Hours Three (3) hours per week for one semester comprising two hours of lectures and one hour seminar.
HHD3110 DERMAL TECHNIQUES 1

Campus St Albans, City King
Prerequisite(s) Nil
Corequisite(s) HHD3000 Health Science 1 or equivalent.

Content The subject will enhance the student’s knowledge and practice of advanced manual and machine dermal therapies. This will consist of micro-dermabrasion and clinical lymphatic drainage. The 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 with special emphasis on peri-operative services.


Subject Hours Three (3) hours per week for one semester comprising lectures, tutorials and laboratory sessions.

Assessment Micro-dermabrasion exam (50%); practical lymphatic exam (50%). Where the final exam is failed, a supplementary examination will be offered. The maximum possible mark on the supplementary examination will be 50%.

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 of peri-operative support using clinical dermal therapy techniques. Students will be expected to work in a case management context under the supervision of a selected practitioner through a mentoring arrangement. Topics include: further procedures in cosmetic surgery; complications of cosmetic procedures; using ultrasound and micro currents; diathermy; pressotherapy for post liposuction; radio therapy with cosmetic surgeons; galvano therapy and other therapies that can enhance surgical outcomes.


Subject Hours A minimum of (48) hours in an approved clinical setting normally spread across one entire semester (hurdle requirement).

Assessment Successful completion of required 48 clinical hours (pass/fail) (hurdle requirement); presentation of case studies (60%); final examination (40%). To obtain at least a Pass in the subject, normally all components of assessment must be attempted and passed. Where the final examination is failed, a supplementary examination will be offered. The maximum possible mark on the supplementary examination will be 50%.

HHD3220 DERMAL TECHNIQUES 2

Campus St Albans, 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 study in the basics of low and high level laser together with practical applications. This will include an introduction to laser and light physics, laser & light tissue interaction, laser safety, introduction to intense pulsed light, resurfacing lasers, light based treatment of hair, practical aspects of light based hair removal, light based treatment of vascular & pigmented lesions and tattoos, photo rejuvenation, practical aspects of photo rejuvenation and light based treatment of acne. A number of case studies based on treatment planning, skin analysis, acne management, scar management and ageing skin management will also be presented. They will apply a range of techniques and treatment regimes to affect successful outcomes for the client. Students will also be expected to consider the psychological and physiological needs of the client.

HHD3300 CLINICAL DIAGNOSIS AND MANAGEMENT 3

Campus City Flinders

Prerequisite(s) HHD1100 Clinical Diagnosis 1; HHD2200 Clinical Diagnosis and Management 2 or equivalent.

Content The content will be divided between lectures and practical classes and will focus on the musculoskeletal system in Semester 1. The lectures will introduce the student to a diagnostic algorithm for the examination of the musculoskeletal system. It will then focus on the common radiological, laboratory and special diagnostic procedures used to explore the musculoskeletal system. The student will also be introduced to the specific characteristics of a number of common tumours affecting the skeletal system. M Tutorials: Following an introduction to pain and how it manifests in the musculoskeletal system, the student will be taught how to conduct a detailed examination the shoulder, elbow, wrist and hand, hip and buttock, knee, ankle and foot joints.


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

Assessment Written Examination, 60%; practical/viva voce, 40%.

HHD3330 PROFESSIONAL ETHICS

Campus City Flinders

Prerequisite(s) HHU2129 Clinical Practicum 2 or equivalent.

Content In this subject students will be introduced to the definitions of the Law. Professional associations & the norms of conduct expected by the professional bodies—the Registration Boards and the AOA. Public health laws and the place of osteopathy within public health policy, incl. workers compensation, TAC etc.. Law and ethics of record keeping and communication with other practitioners. Practitioner/patient relationships including consent, cultural, religious and sexual issues in treatment. Business ethics in professional practice. Ethical considerations in research design and in the conduct of research.


Subject Hours Semester Two: One hour per week for one semester comprising one hour lecture/workshop.

Assessment Assignment (2000 words), 100%.

HHD3330 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 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. Specific techniques used to support the clinical procedures will be used this includes micro-pigmentation and further practice in laser therapy, micro-dermabrasion, , specialised lymphatic drainage massage and chemical peels. Further study into the pharmacology of topical medication and use of drugs / chemicals, cosmetic chemistry, factor of penetration, active ingredients, and the action of skin peels. Students will be expected to work with a specialised practitioner as a mentor to support this arrangement.


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

Assessment Presentation of case study, 60%; final exam, 40%. 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 student 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%.

HHE1684 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 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, fieldwork – satisfactory/unsatisfactory. Students must achieve a pass grade in each of the above components to pass the subject.

HPE10001 INTRODUCTION TO NURSING MANAGEMENT

Campus St Albans
Prerequisite(s) Nil
Content This elective subject is designed to enable students to examine critically organisation theory and the principles of management, and their application to nursing administration and clinical practice. Theoretical concepts include: bureaucracy, leadership, styles of management, decision-making, supervision, conflict management, and social change. The subject will also provide opportunities for students to develop knowledge and skills in the application of a range of management techniques. These include time management, problem-solving/evaluation, strategic planning, human and material resource management, quality of nursing care.

Recommended Reading To be advised.

Contact Hours 39 hours

Assessment To be advised.

HHE1673 HEALTH ASSESSMENT

Campus St Albans
Prerequisite(s) Nil
Content This unit is designed to utilise scientific foundations to describe normal physical, psychosocial, cultural tendencies and health concerns of individuals throughout the life cycle. From this basis of health of the individual the student will begin to develop the ability to discriminate abnormal assessment findings. In the discrimination of abnormal physical assessment findings a decision making process is employed and during this process the clinical significance of the abnormality is determined.

Recommended Reading To be advised.

Contact Hours 39 hours

Assessment Practical Examination 50%; Case Study 50%.

HHE1684 EMERGENCY NURSING CARE IN THE COMMUNITY

Campus St Albans
Prerequisite(s) Nil
Content This unit is designed to utilise scientific foundations to describe normal physical, psychosocial, cultural tendencies and health concerns of individuals throughout the life cycle. From this basis of health of the individual the student will begin to develop the ability to discriminate abnormal assessment findings. In the discrimination of abnormal physical assessment findings a decision making process is employed and during this process the clinical significance of the abnormality is determined.

Recommended Reading To be advised.

Contact Hours 39 hours

Assessment Practical Examination 50%; Case Study 50%.

HHE1124 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 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, fieldwork – satisfactory/unsatisfactory. Students must achieve a pass grade in each of the above components to pass the subject.

HHE1128 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 theorists 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.

**HHF1243 NURSING STUDIES (2) CLINICAL PROJECT**
Campus St Albans

**Prerequisite(s)** Nil

**Content** This is a culminating unit which aims to provide students with an opportunity to develop and apply their learning acquired in the previous units 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 (cf. Appendix 1).

**Recommended Reading** To be advised.

**Contact Hours** 78 hours

**Assessment**
Preparation of learning contract of a research project 20%. Written research project 80%.

**HHG3125 THEORETICAL FOUNDATIONS OF HEALING**
Campus City Flinders, St Albans

**Prerequisite(s)** Nil

**Corequisite(s)** HHG5115 Philosophical Concepts of Healing or equivalent

**Content** This subject provides a theoretical foundation for the study of a range of approaches to health and healing examined during the course. Students will critically appraise the increasing body of literature and research related to the environmental, social, psychological and spiritual dimensions of health and illness. The subject provides a framework that unifies the diverse approaches to healing. Students will informally understand the building of healing tendancies and the interconnection of mind and body are studied.

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

**Recommended Reading**

**HHH2301 UNIVERSITY SKILLS FOR NATURAL MEDICINE STUDENTS**
Campus St Albans

**Prerequisite(s)** Nil

**Content** Library orientation and tour; the study of and in an holistic paradigm; introduction to computer skills for Natural Medicine studies; introduction to Internet skills for Natural Medicine studies; Natural Medicine study skills; research skills; introduction to active learning, self-managed learning, problem solving and problem based learning; and the development of mentor relationships for learning in practice based subjects.

**Required Reading**

**Recommended Reading**

**Subject Hours** A minimum of thirty-six (36) hours for one semester comprising lectures, seminars and self-managed learning activities.

**Assessment**
Student portfolio (hurdle requirement); two written assignments (50% each). To obtain a Pass in the subject, a pass must be gained in each of the two written assignments. Failed assessment items (assignments) may be re-attempted and resubmitted once only. Maximum possible marks to be obtained on any resubmission will be 50%.

**HHH2302 IRIDOLOGY 1**
Campus St Albans

**Prerequisite(s)** Nil

**Content** The study of “Iris diagnosis”. Iridology will be explored covering the observation of the structural, functional and chemical changes in the body, rather than the diagnosis of specific diseases. Iridology will be covered from the perspective of the science and art of reading the “big picture”, in terms of constitutional strengths, the vitality of key body systems and the degree of encapsulation. The classes will include practical work where students will examine the iris with their own suitable hand held equipment, so that the theoretical understanding is consistently accompanied by practical experience.


Subject Hours | A minimum of forty-eight (48) hours for one semester comprising lectures, seminars and self-managed learning activities.

Assessment | Practical (30%), clinical participation (10%) (hurdle requirement); one examination (60%). To obtain a Pass in the subject, a pass must be gained for each component of assessment. Failed assessment item (practical) may be re-attempted once only. Maximum possible marks to be obtained on any resubmission will be 50%. Where the final examination is failed, a supplementary examination will be offered. The maximum possible mark on the supplementary examination will be 50%.

HHH2303 BODYWORK THERAPIES 1

Campus | St Albans

Prerequisite(s) | Nil

Content | This subject will introduce the student to basic concepts involved in all aspects of bodywork including the, musculoskeletal system and will include practitioner/client relationship skills involved in performing relaxation massage and remedial massage.


Subject Hours | A minimum of forty-eight (48) hours for one semester comprising lectures, seminars and self-managed learning activities.

Assessment | One practical assessment (50%); one written assignment (50%); one personal reflections journal (hurdle requirement). To obtain a Pass in the subject, a pass must be gained for the practical assessment and the written assignment. Failed assessment items (practical assessment and written assignment) may be re-attempted and resubmitted once only. Maximum possible marks to be obtained on any resubmission will be 50%.

HHH2304 AROMATHERAPY

Campus | St Albans

Prerequisite(s) | Nil

Content | A basic introduction to a full range of aromatherapy oils, their uses, contra indications.


Subject Hours | A minimum of thirty-six (36) hours for one semester comprising lectures, seminars and self-managed learning activities.

Assessment | Written assignment (40%); one case study (30%); practical assessment (30%). To obtain a Pass in the subject, a pass must be gained in each component of assessment. Failed assessment items (written assignment, case study, and practical assessment) may be re-attempted and resubmitted once only. Maximum possible marks to be obtained on any reattempt or resubmission will be 50%.

HHH3100 IRIDOLOGY 2

Campus | St Albans

Prerequisite(s) | HHH2302 Iridology I, or equivalent.

Content | The study of “Iris diagnosis”. The classes will include practical work with a view to fine-tuning treatment strategies for the patients, where students will examine the iris with suitable hand held equipment, so that the theoretical understanding is consistently accompanied by practical experience. The individual iris is examined as an aid to practical assessment of the individual patient condition, which is most important to assist the patient in, developing his or her own self-care strategies for achieving health. Emotional and mental health patterns will be explored using the Rapid method of iris diagnosis. Practical work in the classroom as well as outside the classroom is encouraged. The practical nature of iris analysis is consistently explored.


**Recommended Reading**


**Subject Hours**

A minimum of thirty-six (36) hours for one semester comprising lectures, seminars and self-managed learning activities.

**Assessment**

Practical assessment (35%); written assignment (35%); logbook of at least three case studies (30%) (hurdle requirement). To obtain a Pass in the subject, a pass must be gained for each component of assessment. Failed assessment items (practical assessment and written assignment) may be re-attempted once only. Maximum possible marks to be obtained on any resubmission will be 50%.

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### HHH3102 HOMOEOPATHY 1

**Campus** St Albans

**Prerequisite(s)** Nil

**Content**

The Homoeopathic Materia Medica is introduced through an exploration of the components of a homoeopathic 'drug picture', including 'subjective symptom' 'modality' 'sphere of action', 'QPRS symptom', 'causation', 'generality', 'characteristic particular' and 'keynote'. This is illustrated through a detailed study of the simplicity most frequently used in Homoeopathic practice. Following on from this is an introduction to the structure of the Periodic Table; 'cations' and 'anions', synthetic prescribing, and a differentiation of remedy groups on the table in terms of common psychological characteristics and sequential patterning. An in-depth study of some of the most significant of these groups such as The Calcareae, The Phosphoricae, The Magnesia and, The Sulphuricae, with reference to a wide variety of sources.

**Required Reading**


**Recommended Reading**


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### HHH3103 PHYTOTHERAPEUTIC MATERIA MEDICA 1

**Campus** St Albans

**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 pharmacognosy and pharmacology of herbal medicine as it pertains to clinical practice. The subject will cover the main classes of Phytochemical compounds. Attention will also be given to the toxicity of plants.

**Required Reading**


**Recommended Reading**


**Subject Hours**

A minimum of forty-eight (48) hours for one semester comprising lectures, seminars and self-managed learning activities.

**Assessment**

Individual presentation (20%) (hurdle requirement); written assignment (40%); theory examination (40%). To obtain a Pass in the subject, a pass must be gained for each component of assessment. Failed assessment item (written assignment) may be re-attempted once only. Maximum possible marks to be obtained on any resubmission will be 50%. Where the final examination is failed, a supplementary examination will be offered. The maximum possible mark on the supplementary examination will be 50%.

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### HHH3104 NATUROPATHIC AND HOMEOPATHIC CLINICALS

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

**Prerequisite(s)** Nil

**Content**

During this semester students will commence their clinical training in the role of a assistant practitioner under the guidance of a clinical supervisor and will be required to fulfill all aspects of case taking and Assessment, planning a treatment strategy and providing and dispensing the treatment, including all aspects of Naturopathic and Homoeopathic principles as it applies to the individual patient. Students will be required to complete 50% of their total hours with a naturopath or homoeopath currently in practice in Melbourne.

**Required Reading**


Subject Hours A minimum of thirty-six (36) hours in an approved clinical setting normally spread across one entire semester (hurdle requirement).

Assessment Placement comprising successful completion of required 36 clinical hours (pass/fail) (hurdle requirement); overall satisfactory report(s) from clinical placement(s) (pass/fail) (hurdle requirement); student portfolio (hurdle requirement); combined practical and oral herbal dispensing and recognition exam (50%) (hurdle requirement); combined practical and oral homoeopathic assessment (50%). To obtain an Ungraded Pass in the subject, normally all components of assessment must be attempted and passed. Any failed assessment item will need to be discussed in the first instance with the Subject Co-ordinator. This subject is a hurdle requirement.

HHH3200 HOMEOPATHY 2

Campus St Albans

Prerequisite(s) HHH3102 Homoeopathy 1; or equivalent.


Subject Hours A minimum of forty-eight (48) hours for one semester comprising lectures, seminars and self-managed learning activities.

Assessment Clinical participation (10%) (hurdle requirement); written assignment (50%); written examination (50%). To obtain a Pass in the subject, a pass must be gained for each component of assessment. Failed assessment item (written assignment) may be re-attempted and resubmitted once only. Maximum possible marks to be obtained on any resubmission will be 50%. Where the final examination is failed, a supplementary examination will be offered. The maximum possible mark on the supplementary examination will be 50%.

HHH3201 NUTRICEUTICALS

Campus St Albans

Prerequisite(s) Nil

Content This subject will introduce the student to basic concepts of nutraceuticals, their actions and interaction and availability of products, when to prescribe to clients and how they should be used in conjunction with a balanced diet.


Recommended Reading Australian Journal of Nutrition and Dietetics. Other journals and web sites to be advised by Lecturers.

Subject Hours A minimum of twenty-four (24) hours for one semester comprising lectures, seminars and self-managed learning activities.

Assessment One written assignment (40%); one theory assessment (40%); one case study (20%). To obtain a Pass in the subject, a pass must be gained for each component of assessment. Failed assessment items (written assignment and theory Assessment) may be re-attempted and resubmitted once only. Maximum possible marks to be obtained on any resubmission will be 50%. Where the final examination is failed, a supplementary examination will be offered. The maximum possible mark on the supplementary examination will be 50%.

HHH3202 COUNSELLING SKILLS FOR NATURAL MEDICINE PRACTITIONERS

Campus St Albans

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, Behavioural, Cognitive, Family Systems, Ego State Therapies, as well as meditation, relaxation therapy; and Ethical and Legal issues of Counselling.


Subject Hours A minimum of forty-eight (48) hours for one semester comprising lectures, seminars and self-managed learning activities.

Assessment Class participation (25%); written theory assignment (50%); reflective journal (25%) (hurdle requirement). To obtain a Pass in the subject, a pass must be gained in class participation activities and the written theory assignment. Failed assessment items (practical assessment and written assignment) may be re-attempted and resubmitted once only. Maximum possible marks to be obtained on any resubmission will be 50%.

HHH3203 DEVELOPING PHARMACOLOGICAL UNDERSTANDING IN NATURAL MEDICINE PRACTICE

Campus St Albans, Online

Prerequisite(s) Nil

Content Interactions and contraindications of drug use; understanding Pharmacology and its interactions upon the systems of the body; the effect of drugs on adults and children by following the general principles of absorption, distribution, metabolism and elimination.
HHH3204 VIBRATIONAL MEDICINE

Campus St Albans

Prerequisite(s) Nil

Content This subject will introduce the student to basic concepts of vibrational medicine including, Therapeutic touch, colour, sound, meditation, homoeopathy and flower essences. Energy healing, the role of intuition, spirituality and all other areas related to the metaphysical.

Required Reading

Recommended Reading

Subject Hours A minimum of forty-eight (48) hours for one semester comprising lectures, seminars and self-managed learning activities.

Assessment Seminar presentation (20%); two written assignments (40% each). To obtain a pass in the subject, a pass must be gained for both written assignments. Failed assessment items (written assignments) may be re-attempted once only. Maximum possible marks to be obtained on any resubmission will be 50%.

HHH3205 NATUROPATHIC AND HOMOEOPATHIC INTERNSHIP 1

Campus St Albans, City Flinders

Prerequisite(s) HHH3104 Naturopathic and Homoeopathic Clinicals; or equivalent.

Content During this semester students will assume the role of the practitioner under the guidance of a clinical supervisor and will be required to fulfil all aspects of case taking and Assessment, planning a treatment strategy and providing and dispensing the treatment, including all aspects of Naturopathic and Homoeopathic principles as it applies to the individual patient. Students will be required to complete 80% of their hours with a naturopathy or homocopath currently in practice in Melbourne.


Subject Hours A minimum of ninety-six (96) hours in an approved clinical setting normally spread across one entire semester (hurdle requirement).

Assessment Placement comprising successful completion of required 96 clinical hours (pass/fail) (hurdle requirement); overall satisfactory report(s) from clinical placement(s) (pass/fail) (hurdle requirement); student portfolio (hurdle requirement); combined practical and oral herbal dispensing and recognition exam (50%) (hurdle requirement); combined practical and oral homoeopathic assessment (50%). To obtain an Ungraded Pass in the subject, normally all components of assessment must be attempted and passed. Any failed assessment item will need to be discussed in the first instance with the Subject Coordinator. This subject is a hurdle requirement.

HHH4100 HOMEOEPATHY 3

Campus St Albans and Off Campus

Prerequisite(s) University Skills for Natural Medicine students, Iridology I, Bodywork Therapies, I Vibrational Medicine I, Nutriceuticals

Content An in-depth study of the Homoeopathic Materia Medica with a focus on the major mineral remedy groups, including groups such as The Silices, The Ferrums, The Zimicums, The Mercuries, The Nitrurums, and The Acids. These groups are studied by drawing on a wide variety of sources and with reference to psychological characteristics common to the groups according to their position on the periodic table. Some of the major plant and animal remedies are introduced.

Required Reading

Recommended Reading
HHH4101 RESEARCH METHODS

Campus St Albans
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.


Subject Hours A minimum of twenty-four (24) hours for one semester comprising lectures, seminars and self-managed learning activities.

Assessment Seminar presentation with staff and peer assessment (50%); written assessment (50%). To obtain a Pass in the subject, a pass must be gained for each component of assessment. Failed assessment item (written assignment) may be re-attempted and resubmitted once only. Maximum possible marks to be obtained on any resubmission will be 50%.

HHH4102 ETHICAL AND LEGAL ISSUES

Campus St Albans, Online
Prerequisite(s) Nil
Content The Law and Health Care, Introduction to Ethics, Ethics and Law in Health practice, Consent, Negligence, Forgoing and withdrawal, Dying and the law, Mental Health, Confidentiality, Employment: legal and ethical obligations, Resource allocation.


Recommended Reading To be advised by Lecturer.

Subject Hours A minimum of forty-eight (48) hours for one semester comprising lectures, seminars and self-managed learning activities.

Assessment Online or face-to-face presentation and interactive discussion (40%); written assignment (60%). Failed assessment item (written assignment) may be re-attempted and resubmitted once only. Maximum possible marks to be obtained on any resubmission will be 50%.

HHH4103 PHYTOTHERAPEUTIC MATERIA MEDICA 2

Campus St Albans
Prerequisite(s) HHH3103 Phytotherapeutic Materia Medica I; or equivalent.
Content This subject will continue the study of the Western Materia Medica. Medicinal plants will be studied in the context of their actions on the different organs and physiological systems. The subject will examine in detail the phytochemistry, history, ecology, actions, indications, combinations, contra-indications and toxicity of the principal western herbal medicines used in clinical practice.


Subject Hours A minimum of forty-eight (48) hours for one semester comprising lectures, seminars and self-managed learning activities.

Assessment One written assignment (50%); written examination (50%). To obtain a Pass in the subject, a pass must be gained for each component of assessment. Failed assessment items (written assignment) may be re-attempted and resubmitted once only. Maximum possible marks to be obtained on any resubmission will be 50%. Where the final examination is failed, a supplementary examination will be offered. The maximum possible mark on the supplementary examination will be 50%.

HHH4104 NATUROPATHIC AND HOMEOPATHIC CLINICAL INTERNSHIP 2

Campus St Albans, City Flinders
Prerequisite(s) HHH3205 Naturopathic and Homoeopathic Clinical Internship I; or equivalent.
Content During this semester students will assume the role of the practitioner under the guidance of a clinical supervisor and will be required to fulfill all aspects of history taking and Assessment, planning a treatment strategy and providing and dispensing the treatment, including all aspects of Naturopathic and Homoeopathic principles as it applies to the individual patient.


Subject Hours A minimum of ninety-six (96) hours in an approved clinical setting normally spread across one entire semester (hurdle requirement).

Assessment Placement comprising successful completion of required 96 clinical hours (pass/fail) (hurdle requirement); overall satisfactory report(s) from clinical placement(s) (pass/fail) (hurdle requirement); student portfolio (hurdle requirement); combined practical and oral herbal dispensing and recognition exam (50%) (hurdle requirement); combined practical and oral homeopathic assessment (50%). To obtain an Ungraded Pass in the subject, normally all components of assessment must be attempted and passed. Any failed assessment item will need to be discussed in the first instance with the Subject Co-ordinator.

HHH4114 MAJOR CLASSICS – WEN BING

Campus St Albans
Prerequisite(s) HHC3164 Advanced Clinical Practice 2; or equivalent.

Content The difference between Shang Han & Wen Bing. Historical Context of Wen Bing development including Liu Wen Su, Ye Tian Shi and Wu Ju Tong. Warm disease concepts; 4 heat types, Wei Qi Ying Xue, San Jiao, etiology and outbreak, differentiation, changes through the systems, treatments. The Etiology and Pathogenesis & Diagnosis of Wen Bing, Wei, Qi, Ying Xue Diagnosis. San Jiao Diagnosis. Si Zhen applied to Wen Bing, Common symptoms of Wen Bing. Treatment of Wen Bing, General guidelines for the treatment of WenBing, Chun Wen, Pathogenesis and Etiology, Key Points of Diagnosis. Various types of Wen Bing, Feng Wen, Shu Wen, Treatment of Ying Aspect. Shi Wen, Etiology and Pathogenesis, Key Points of Diagnosis for Shi Wen, Pattern Identification. Fu Shu, Etiology and Pathogenesis of Fu Shu, Key Points of Diagnosis, Pattern Identification. Qiu Zao, Etiology and Pathogenesis of Qiao Zao, Key Points of Diagnosis, Pattern Identification. Discussion on the Latent Wen Bing, Case Studies to Illustrate the manifestation and treatment of the different categories of Wen Bing (Feng Wen, Chun Wen, Shu Wen, Shi Wen and Fu Shu). Clinical Application of Wen Bing formulas and its modern adaptations.


Subject Hours Equivalent to 2 hours per week comprising lectures, tutorials, self managed learning or equivalent learning activity.

Assessment Essay of 1500-2000 words (40%); theory exam (60%). A pass must be gained for each component of the assessment.

HHH4116 CHINESE MEDICAL GYNAECOLOGY

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


Subject Hours Equivalent to 3.5 hours a week for one semester comprising lectures, tutorials, self managed learning or equivalent learning activity.

Assessment Essay of 800-1000 words (45%); theory examination (55%). A pass must be gained for each component of the assessment.

HHH4200 ADVANCED NUTRITIONAL UNDERSTANDING

Campus St Albans
Prerequisites Nil

Content To introduce student to the advance concepts of nutrition reviewing the building blocks, proteins, carbohydrates, fats, fibre, water, vitamins, minerals, trace elements and accessory nutrients. Daily requirements, deficiency states and nutritional supplementation.


Subject Hours: A minimum of thirty-six (36) hours for one semester comprising lectures, seminars and self-managed learning activities.

Assessment: One written assignment (50%); written examination (50%). To obtain a Pass in the subject, a pass must be gained for each component of assessment. Failed assessment items (written assignment) may be re-attempted and resubmitted once only. Maximum possible marks to be obtained on any resubmission will be 50%. Where the final examination is failed, a supplementary examination will be offered. The maximum possible mark on the supplementary examination will be 50%.

### HHH4203 CURRENT RESEARCH TRENDS IN NATURAL MEDICINE

**Campus:** St Albans

**Prerequisites:** HHH4104 Research Methods; or equivalent.

**Content:** This subject will include the reviewing of the latest research literature into all aspects of naturopathy and homoeopathy, including nutrition, herbal medicine, iridology, body-mind connection in healing, new developments in homoeopathy. Students will review this research enabling them to have an understanding of the development within their industry and its impact on their patients and other medical disciplines.

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

**Subject Hours:** A minimum of thirty-six (36) hours for one semester comprising lectures, seminars and self-managed learning activities.

**Assessment:** One written assignment (50%); class presentation (50%). To obtain a Pass in the subject, a pass must be gained for each component of assessment. Failed assessment item (written assignment) may be re-attempted and resubmitted once only. Maximum possible marks to be obtained on any resubmission will be 50%.
Subject Hours A minimum of one hundred and twenty (120) hours in an approved clinical setting normally spread across one entire semester (hurdle requirement).

Assessment Placement comprising successful completion of required 120 clinical hours (pass/fail) (hurdle requirement); overall satisfactory report(s) from clinical placement(s) (pass/fail) (hurdle requirement); student portfolio (hurdle requirement); combined practical and oral herbal dispensing and recognition exam (50%) (hurdle requirement); combined practical and oral homeopathic assessment (50%). To obtain an Ungraded Pass in the subject, normally all components of assessment must be attempted and passed. Any failed assessment item will need to be discussed in the first instance with the Subject Coordinator.

HHH4214 CHINESE MEDICAL PAEDIATRICS
Campus St Albans
Prerequisite(s) HHH3118 Internal Medicine; or equivalent.

Content History of TCM Paediatrics; TCM aetiology and pathology; children’s growth and development; nutrition, infant feeding and health care; diagnostics and general treatment principles; clinical applications.


Subject Hours Equivalent to 2.5 hours per week for one semester, comprising lectures, tutorials or equivalent learning activity.

Assessment Written assignment of 800-1200 words (30%); theory exam (40%); case exam (30%). A pass must be gained for each component of the assessment.

HHH4234 SCHOOLS OF THOUGHT IN TCM
Campus St Albans
Prerequisite(s) HHC4184 Clinical Internship (CM) 1; or equivalent.

Content The emphasis of this subject is to look at the practical ways in which Classical Schools of Thought have influenced the practice of Internal Medicine: Cold Injury School, He Jian School, Yi Shui School, Pathogen attacking School, Dan Xi School, Warming and Reinforcing School, Warm Disease School, and Blood Stasis School etc. Some other expertise such as ‘Wa Shi’s External Medicine and Chen Shigong’s Wai Ke’ will also be introduced.


Subject Hours Equivalent to approximately 4 hours a week for one semester, comprising lectures, tutorials or equivalent learning activity.

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

HHH2001 ADVANCED FORMULAS AND STRATEGIES
Campus St Albans
Prerequisite(s) HHT1005 Chinese Medical Diagnosis and Pathogenesis; HHT1007 Chinese Pharmacopoeia; or equivalents.

Corequisite(s) HHT2001 Fundamental Herbal Formulas; HHT2003 Chinese Medical Diagnosis and Pathogenesis 2; SBM2575 Phytopharmaceutics; or equivalents.

Content Additional major formulas, including modifications, scheduled herbs and supplementary pharmacopoeia 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 dispersing, 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).


Recommended Reading To be advised by Lecturer.

Subject Hours Three (3) hours per week or equivalent for two semesters comprising lectures, seminars and self-managed learning activities.

Assessment Semester 1: End-of-semester examination (50%). Semester 2: End-of-semester examination (50%). To obtain at least a Pass in the subject, normally all components of assessment must be attempted and passed. Where any end-of-semester examination is failed, a supplementary examination will be offered. The maximum possible mark on any supplementary examination will be 50%. This subject is a hurdle requirement.

HHH2003 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.


Recommended Reading To be advised by Lecturer

Assessment One essay of 1500 words 40% and one examination 60%. To obtain at least a Pass in the subject, normally all components of assessment must be attempted and passed. Failed assessment item (essay) may be re-attempted and resubmitted once only. Maximum possible marks to be obtained on any resubmission will be 50%. when the final examination is failed, a supplementary examination will be offered. The maximum possible mark on the supplementary examination will be 50%.
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 an acupuncture clinical setting.


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

**Corequisite(s)**

**Subject Hours** A minimum of fifteen hours in an approved clinical setting normally spread across entire semester (hurdle requirement). 

**Assessment** Combined practical and oral examinations (hurdle requirement); placement comprising successful completion of required 52 clinical hours (pass/fail) (hurdle requirement) and overall satisfactory report(s) from clinical placement(s) (pass/fail) (hurdle requirement). To obtain an Ungraded Pass in the subject, normally all components of assessment must be attempted and passed. Any failed assessment item will need to be discussed in the first instance with the Subject Co-ordinator. 

**Synopsis of prescriptions from the golden chamber.**

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

**Subject Hours** Three (3) hours per week of equivalent for two semesters comprising workshops and self-managed learning activities.

**Assessment** Two assignments (1200 words each) (20%); two practical examinations (30% each) (hurdle requirement). To obtain at least a Pass in the subject, normally all components of assessment must be attempted and passed. Failed assessment items (assignments and practical examinations) may be re-attempted and resubmitted once only. Proficiency standard must be obtained on the practical examination. Maximum possible marks to be obtained on any resubmission will be 50%.

**Recommended Reading** To be advised by Lecturer.

**Subject Hours** Three (3) hours per week of equivalent for two semesters comprising workshops and self-managed learning activities.

**Assessment** Two assignments (1200 words each) (20%); two practical examinations (30% each) (hurdle requirement). To obtain at least a Pass in the subject, normally all components of assessment must be attempted and passed. Failed assessment items (assignments and practical examinations) may be re-attempted and resubmitted once only. Proficiency standard must be obtained on the practical examination. Maximum possible marks to be obtained on any resubmission will be 50%.

**Recommended Reading** To be advised by Lecturer.

**Subject Hours** Three (3) hours per week of equivalent for two semesters comprising workshops and self-managed learning activities.

**Assessment** Two assignments (1200 words each) (20%); two practical examinations (30% each) (hurdle requirement). To obtain at least a Pass in the subject, normally all components of assessment must be attempted and passed. Failed assessment items (assignments and practical examinations) may be re-attempted and resubmitted once only. Proficiency standard must be obtained on the practical examination. Maximum possible marks to be obtained on any resubmission will be 50%.

**Recommended Reading** To be advised by Lecturer.

Recommended Reading To be advised by Lecturer.

Subject Hours A minimum of seventy-eight (78) hours in an approved clinical setting normally spread across one entire semester (hurdle requirement).

Assessment Combined practical and oral examination (hurdle requirement); placement comprising successful completion of required 78 clinical hours (pass/fail) (hurdle requirement) and overall satisfactory report(s) from clinical placement(s) (pass/fail) (hurdle requirement). To obtain an Ungraded Pass in the subject, normally all components of assessment must be attempted and passed. Any failed assessment item will need to be discussed in the first instance with the Subject Coordinator.

HHI3001 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 equivalents.

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


Recommended Reading To be advised by Lecturer.

Subject Hours Three (3) hours per week of equivalent for two semesters comprising workshops and self-managed learning activities.

Assessment One assignment (1200 words) (30%); one practical examination (30%) (hurdle requirement); one final combined practical and oral examination (40%) (hurdle requirement) over two semesters. To obtain at least a Pass in the subject, normally all components of assessment must be attempted and passed. Failed assessment items (assignment and practical examination) may be re-attempted and resubmitted once only. Proficiency standard must be obtained on the practical examination. Maximum possible marks to be obtained on any resubmission will be 50%. Where the final examination is failed, a supplementary examination will be offered. The maximum possible mark on the supplementary examination will be 50%.

HHI3020 CHINESE MEDICINE CLINICAL PRACTICE – HERB MAJOR 4

Campus St Albans

Prerequisite(s) HHI2001 Advanced Formulas and Strategies; HHI3010 Chinese Medicine Clinical Practice – Herb Major 3; or equivalents.

Corequisite(s) HHT3001 Internal Medicine; or equivalent.

Content During the first week of semester, students will seminars to orient students to this level of the clinical program, to revisit expectations required of them as learners, to review standard operating procedures of the clinical dispensary as preparation for continuation of the clinical program. Reinforce their understanding of the role of acupuncture as an adjunct to their herbal skills and knowledge. Advanced dispensary work: ordering stock in consultation with the supervisor, cost appreciation and prescription accounting.


Recommended Reading To be advised by Lecturer.

Subject Hours Two (2) hours or equivalent for one semester comprising lectures, tutorials and self-directed learning activities.

Assessment One essay (1500 words) (40%); one examination (60%). To obtain at least a Pass in the subject, normally all components of assessment must be attempted and passed. Failed assessment item (essay) may be re-attempted and resubmitted once only. Maximum possible marks to be obtained on any resubmission will be 50%. Where the final examination is failed, a supplementary examination will be offered. The maximum possible mark on the supplementary examination will be 50%.

HHI4001 MAJOR CLASSICS – SHANG HAN LUN AND WEN BING

Campus St Albans

Prerequisite(s) HHI2001 Advanced Formulas and Strategies; or equivalent.

Content Shang Han Lun and Wen Bing: The difference between Shang Han and Wen Bing; Zhang Zhong Jing, meaning of Shang Han and Six Channels, the 3 Yang patterns, the 3 Yin patterns; concept of Bian Zeng Lun Zhi; warm disease concepts: Ye Tian Shi and Wu Ju Tong, 4 heat types, Wei Qi Ying Xue, San Jiao, actiology and outbreak, differentiation, changes through the systems, treatments. Character writing and pronunciation of Chinese medical terminology.


Recommended Reading To be advised by Lecturer.

Subject Hours Two (2) hours or equivalent for one semester comprising lectures, tutorials and self-directed learning activities.

Assessment One essay (1500 words) (40%); one examination (60%). To obtain at least a Pass in the subject, normally all components of assessment must be attempted and passed. Failed assessment item (essay) may be re-attempted and resubmitted once only. Maximum possible marks to be obtained on any resubmission will be 50%. Where the final examination is failed, a supplementary examination will be offered. The maximum possible mark on the supplementary examination will be 50%.

HHI4002 CHINESE MEDICAL GYNECOLOGY: HERBAL MEDICINE

Campus St Albans

Prerequisite(s) HHT3001 Internal Medicine; or equivalent.

Corequisite(s) HHT4003 Chinese Medical Specialties; or equivalent.

Content This subject extends the generic theory subject Chinese Medical Specialties with particular reference to the use of Chinese herbs for gynaecological disorders including menstrual, vaginal, gestational and post-partum disorders. Specific case studies and selected Materia Medica will also be emphasized. This subject is conducted in conjunction with HHT4003 Chinese Medical Specialties.
HHI4003 CHINESE MEDICAL PEDIATRICS AND DERMATOLOGY: HERBAL MEDICINE

Campus St Albans
Prerequisite(s) HHT 3001 Internal Medicine; or equivalent.
Corequisite(s) HHT4001 Case Conferencing and Clinical Issues; HHT4003 Chinese Medical Specialities; or equivalent.

Content: This subject extends the generic theory subject Chinese medical specialities with particular reference to the use of Chinese herbs for pediatric and dermatological conditions. This subject is conducted in conjunction with HHT4001 Case Conferencing and Clinical Issues.


Recommended Reading: To be advised by Lecturer.

Subject Hours: Two (2) hours per week or equivalent for one semester comprising lectures and self-managed learning activities.

Assessment: One assignment (1500 words) (60%); one final examination (40%). To obtain at least a Pass in the subject, normally all components of assessment must be attempted and passed. Failed assessment item (assignment) may be re-attempted and resubmitted once only. Maximum possible marks to be obtained on any resubmission will be 50%. Where the final examination is failed, a supplementary examination will be offered. The maximum possible mark on the supplementary examination will be 50%.

HHI4005 SCHOOLS OF THOUGHT IN CHINESE HERBAL MEDICINE

Campus St Albans
Prerequisite(s) HHI3001 Chinese Herbal Medicine Practice; or equivalent.

Content: The emphasis of this subject is to look at the practical ways in which classical schools of thought have influenced the practice of Internal Medicine. This subject will explore the Cold Injury School, He Jian School, Yi Xin School, Pathogen attacking School, Dan Xi School, Warming and Rejuvenating School, Warm Disease School, Blood Stasis School and other influential approaches. The perspectives of Wu Shi’s External Medicine and Chen Shenggu’s Wai Ke will also be introduced.


Recommended Reading: To be advised by Lecturer.

Subject Hours: Thirty (30) hours or equivalent for one semester comprising lectures and self-managed learning activities. This subject will be delivered in its entirety before the mid-semester break to allow students to undertake their final clinical internship in China.
HHI4020 CHINESE MEDICINE CLINICAL INTERNSHIP 2 – HERB MAJOR

Campus St Albans

Prerequisite(s) HHI4010 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 and treatment protocols 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 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.


Recommended Reading To be advised by Lecturer.

Subject Hours 3 hours a week for one semester comprising lectures, tutorials and self managed learning activities.

Assessment One assignment (1000 words) (40%); one examination (60%). To obtain at least a Pass in the subject, normally all components of assessment must be attempted and passed. Failed assessment items (assignment) may be re-attempted and resubmitted once only. Maximum possible marks to be obtained on any reattempt or resubmission will be 50%. Where the final examination is failed, a supplementary examination will be offered. The maximum possible mark on the supplementary examination will be 50%.

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, shokanten, window of heaven: the mating of points, latent disease states, Zi wu liu zhu, ten rules of point selection and like theories covered broadly in the previous subjects of the program will be further explored.


Recommended Reading To be advised by Lecturer.

Subject Hours 3 hours a week for one semester comprising lectures, tutorials and self managed learning activities.

Assessment One assignment (1000 words) (40%); one examination (60%). To obtain at least a Pass in the subject, normally all components of assessment must be attempted and passed. Failed assessment items (assignment) may be re-attempted and resubmitted once only. Maximum possible marks to be obtained on any reattempt or resubmission will be 50%. Where the final examination is failed, a supplementary examination will be offered. The maximum possible mark on the supplementary examination will be 50%.

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.


Recommended Reading To be advised by lecturer.

Subject Hours Three (3) hours per week or equivalent for one semester comprising lectures, workshops and self-managed learning activities.

Assessment One combined practical and oral assessment (60%) (hurdle requirement); one project (40%). To obtain at least a Pass in the subject, normally all components of assessment must be attempted and passed. Failed assessment items (combined practical and oral assessment and project) may be re-attempted and resubmitted once only. Proficiency standard must be obtained on any re-attempted combined practical and oral assessment. Maximum possible marks to be obtained on any re-attempt or resubmission will be 50%. This subject is a hurdle requirement.

HHK2010 CHINESE MEDICINE CLINICAL PRACTICE – ACUPUNCTURE MAJOR 1

Campus St Albans, Off Campus

Prerequisite(s) HHT1005 Chinese Medical Diagnosis and Pathogenesis 1; HHT1006 Acupuncture Point Location; HHT1007 Chinese Pharmacopea; HHT1008 Introduction to Clinical Practice or equivalents.

Assessment final dispensary practical examination (10%) (hurdle requirement); placement (40%). To obtain at least a Pass in the subject, normally all components of assessment must be attempted and passed. Any failed assessment item will need to be discussed in the first instance with the Subject Co-ordinator.
Content During the first week of each semester, students will attend seminars to orient students to this second level of the clinical program; revisit learning expectations required of students in the clinic. Topics include: preparation of necessary acupuncture equipment for each clinic room; maintenance of client records; arriving at diagnosis and treatment principle; practitioner diagnosis and treatment details; general client care and comfort; pulse taking; arranging appointments; the role of the assistant in the clinical setting privacy and confidentiality issues.


Recommended Reading To be advised by Lecturer.

Subject Hours A minimum of fifty-two (52) hours in an approved clinical setting normally spread across one entire semester (hurdle requirement).

Assessment Combined practical and oral examination (hurdle requirement); placement comprising successful completion of required 52 clinical hours (pass/fail) (hurdle requirement) and overall satisfactory report(s) from clinical placement(s) (pass/fail) (hurdle requirement). To obtain an Ungraded Pass in the subject, normally all components of assessment must be attempted and passed. Any failed assessment item will need to be discussed in the first instance with the Subject Co-ordinator.

HHK3001 CHINESE MEDICINE MICRO-SYSTEMS

Campus St Albans

Prerequisite(s) HHK2002 Acupuncture Theory; HHT2006 Acupuncture Needling; or equivalents.

Content Ear acupuncture theory and practice; head (scalp) acupuncture theory and practice; hand, foot, face, nose and ophthalmic acupuncture theory and practice; extra meridian points theory and practice; the use of extra meridian points to diagnose specific disorders; ankle-capsular acupuncture and skin sections theory and practice; scar therapy; the use of electronic devices including electro-acupuncture, laser and TENS in micro-system point location, diagnosis and therapy; further application of chrono-acupuncture; magneto-therapy theory and practice; combined micro-system and body acupuncture point treatment principles and protocols; discrimination in the selection and application of the various techniques of micro-systems treatments.


Recommended Reading To be advised by Lecturer.

Subject Hours Two (2) hours per week or equivalent for one semester comprising lectures and workshops.

HHK3002 ACUPUNCTURE THERAPEUTIC APPLICATIONS

Campus St Albans

Prerequisite(s) HHT2005 Chinese Medicine Asepsis and Sterilization; HHT2006 Acupuncture Needling; or equivalents.

Content This subject focuses on a fundamental traditional Chinese medical idea: the relationship between theory and practice and how these two ideas are unified in clinical practice. In this subject, the idea of absorbing Chinese medical knowledge is taken to be an interactive and interdependent relationship and exchange between practice and scholarly works. The unit emphasizes the importance of consolidating the task of generating a tentative diagnosis, proposing appropriate treatment strategies and management while recognizing the role of the practitioner as an agent of change. By simulating clinical experiences the student is prepared for their internship in one of the university’s approved clinical settings. Specific emphasis is given to critical analysis of case studies, approaches to acupuncture point selection, discriminating between points and point prescriptions and herbal prescriptions.
Required Reading
Campus St Albans, Off Campus
Prerequisite(s) HHK2020 Chinese Medicine Clinical Practice – Acupuncture Major 2; HHT2005 Chinese Medicine Asepsis and Sterilization; HHT2006 Acupuncture Needling; or equivalents.
Content Topics include: assisting the practitioner during treatment; applying moxibustion, needle manipulation as required; assisting with Tui Na therapy, cupping, moxibustion, shi liao and pre-prepared herbs; engage in discussion about developing a tentative diagnosis and treatment principle. Students undertake clinical education in a variety of settings both on and Off Campus. Supervision is provided by staff in the HPU and off-Campus clinics and by approved acupuncturists in private clinics.

Prescribed Texts for Shi Liao

Recommended Reading To be advised by Lecturer.

Subject Hours A minimum of seventy-eight (78) hours in an approved clinical setting normally spread across one entire semester (hurdle requirement).

Assessment Combined practical and oral examination (hurdle requirement); placement comprising successful completion of required 78 clinical hours (pass/fail) (hurdle requirement) and overall satisfactory report(s) from clinical placement(s) (pass/fail) (hurdle requirement). To obtain an Ungraded Pass in the subject, normally all components of assessment must be attempted and passed. Any failed assessment item will need to be discussed in the first instance with the Subject Co-ordinator.

HHK3020 CHINESE MEDICINE CLINICAL PRACTICE – ACUPUNCTURE MAJOR 4
Campus St Albans, Off Campus
Prerequisite(s) HHK3010 Chinese Medicine Clinical Practice – Acupuncture Major 3; HHT2005 Chinese Medicine Asepsis and Sterilization; HHT2006 Acupuncture Needling; or equivalents.
Content Topics include: moxibustion, cupping, gua sha, needle manipulation techniques, the appropriateness of applying other therapeutic methods such as electro-acupuncture, laser therapy, muscle energy testing approaches. Tui Na, shi liao and other micro-systems approaches. Assist practitioner as requested: provide preliminary diagnostic report to the practitioner; carry out therapeutic procedures. Students undertake clinical education in a variety of settings both on and Off Campus. Supervision is provided by Victoria University appointed clinical educators, in the Health Practice Unit or other approved locations, or with approved acupuncturists in their private clinics.

Herbal formulae prescriptions (prepared and powered extracts).

Subject Hours A minimum of seventy-eight (78) hours in an approved clinical setting normally spread across one entire semester (hurdle requirement).

Assessment Combined practical and oral examination (hurdle requirement); placement comprising successful completion of required 78 clinical hours (pass/fail) (hurdle requirement) and overall satisfactory report(s) from clinical placement(s) (pass/fail) (hurdle requirement) and. To obtain an Ungraded Pass in the subject, normally all components of assessment must be attempted and passed. Any failed assessment item will need to be discussed in the first instance with the Subject Co-ordinator.

HHK4001 TREATMENT OF MUSCULO-SKELETAL DISORDERS

Campus St Albans
Prerequisite(s) HHK2003 Musculo-skeletal assessment Skills for Acupuncture; HHK3002 Acupuncture Therapeutic Applications; or equivalents.

Content This subject consolidates theory and practical skills learnt in previous subjects and applies these to the context of specific musculo-skeletal and neurological disorders. The material covered will include the further applications of acupuncture in Wei and Bi syndrome; Zhong Feng; the diagnosis and treatment of specific musculo-skeletal conditions; the application of external herbal preparations; movement exercises specific to particular musculo-skeletal conditions; the protocols and application of electro-acupuncture, point injection therapy, laser therapy, magnet therapy, Tai Nu, cupping, moxibustion and Gua Sha as these apply to musculo-skeletal disorders; the treatment and management of sporting injuries.


Recommended Reading To be advised by Lecturer.

Subject Hours Three (3) hours per week or equivalent for one semester comprising seminars, workshops and self-managed learning activities.

Assessment One practical exam (40%) (hurdle requirement); one class presentation (20%); one written examination (40%). To obtain at least a Pass in the subject, normally all components of assessment must be attempted and passed. Failed assessment item (practical examination) may be re-attempted once only. Proficiency standard must be obtained on any re-attempted practical examination. Maximum possible marks to be obtained on any resubmission will be 50%. Where the final examination is failed, a supplementary examination will be offered. The maximum possible mark on the supplementary examination will be 50%.

HHK4002 CHINESE MEDICAL SPECIALTIES: ACUPUNCTURE

Campus St Albans
Prerequisite(s) HHK3002 Acupuncture Therapeutic Applications; HHT3001 Internal Medicine; or equivalents.

Corequisite(s) HHT4003 Chinese Medical Specialties; or equivalent.

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


Recommended Reading To be advised by Lecturer.

Subject Hours Three (3) hours per week or equivalent for one semester comprising lectures, seminars and self-managed learning activities.

Assessment Assignment (1000 words) (45%); theory examination (55%). To obtain at least a Pass in the subject, normally all components of assessment must be attempted and passed. Failed assessment item (assignment) may be re-attempted and resubmitted once only. Maximum possible marks to be obtained on any resubmission will be 50%. Where the final examination is failed, a supplementary examination will be offered. The maximum possible mark on the supplementary examination will be 50%.

HHK4004 SCHOOLS OF THOUGHT IN ACUPUNCTURE

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

Content Detailed explorations of a broad range of schools of thought from classical and contemporary Chinese medical literature, other Oriental and Western applications. Emphasis will be given to understanding these approaches and their relevance in a contemporary Australian clinical setting. Areas such as Zi wu liu zhu, ling gui ba fa, yuan wu bi lei, the application of the ‘Ghost Points’ and Japanese approaches are addressed. Special emphasis is given to clinical concerns connected to the notion of two important Chinese medical ideas: dispersing xie Qi and supporting zheng Qi.


Recommended Reading To be advised by Lecturer.

Subject Hours Twenty (20) hours or equivalent for one semester comprising lectures, seminars and self-managed learning activities. 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%); one assignment (1000 words) (50%). To obtain at least a Pass in the subject, normally all components of assessment must be attempted and passed. Failed assessment item (assignment) may be re-attempted and resubmitted once only. Maximum possible marks to be obtained on any resubmission will be 50%.

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.


Recommended Reading To be advised by Lecturer.

Subject Hours A minimum of one hundred and four (104) hours in an approved clinical setting normally spread across one entire semester (hurdle requirement). During the first week students will attend three 2-hour seminars in preparation for commencement of their internship studies and practice. From Week 2, students will undertake clinical placement as interns in approved clinical settings

Assessment Combined practical and oral examination (hurdle requirement); placement comprising successful completion of required 104 clinical hours (pass/fail) (hurdle requirement) and overall satisfactory report(s) from clinical placement(s) (pass/fail) (hurdle requirement). To obtain an Ungraded Pass in the subject, normally all components of assessment must be attempted and passed. Any failed assessment item will need to be discussed in the first instance with the Subject Co-ordinator.

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 subject 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), 50%.

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 ‘knowledge’; nursing theories and their application to practice; future directions.

Required Reading To be advised by lecturer.


Subject Hours Three hours per week for one semester comprising a variety of teaching strategies including lectures, tutorials and workshops.
Assessment Paper and seminar presentation, 50%; written paper, 50%.

HHN001 PHILOSOPHICAL CONCEPTS IN NATURAL MEDICINE

Campus St Albans
Prerequisite(s) Nil
Content Approaches to healing throughout the world are embedded in notions of reality, truth, and values about health and illness. The subject explores the philosophies that underpin the major traditions of health and healing. Students are provided with the opportunity to explore and critically appraise the various philosophies. Areas of inquiry will include the general principles of: Oriental Medicine: Chinese and Japanese healing; Ayurveda and Yoga Indian and Pranic healing; Naturopathy: European natural therapy; Australian Aboriginal healing; Western healing; Shamanistic healing practices. The opportunity to explore the philosophies underlying healing and healing practices will provide a broad foundation for the study of the sensory and cognitive healing approaches in the course.


Subject Hours A minimum of thirty-six (36) hours for one semester comprising lectures, tutorials and self-managed learning.

Assessment Personal reflective journal (hurdle requirement); class participation/group work (20%); written assignment (2000 words) (80%). To obtain at least a Pass in the subject, normally all components of assessment must be attempted and passed. Failed assessment item (written assignment) may be re-attempted and resubmitted once only. Maximum possible marks to be obtained on any resubmission will be 50%.

HHN0012 ETHICAL AND LEGAL ISSUES

Campus St Albans, Online

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.


Recommended Reading Recommended Reading that includes textbooks, Journals and Web sites will be posted in the Subject Information folder within the coursework section of this subject prior to the commencement of each semester.

Subject Hours A minimum of seventy-two (72) hours for one semester comprising lectures, tutorials, seminars and self-managed learning.

Assessment Online or face-to-face presentation (30%); written assignment (70%).

HHN0013 RESEARCH SKILLS

Campus St Albans, Online

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. Prepare a literature based research proposal.


Subject Hours A minimum of seventy-two (72) hours for one semester comprising lectures, tutorials, seminars and self-managed learning.

Assessment Seminar presentation and class participation (30%); written proposal submission (70%). To obtain at least a Pass in the subject, normally all components of assessment must be attempted and passed. Failed assessment item (proposal submission) may be re-attempted and resubmitted once only. Maximum possible marks to be obtained on any resubmission will be 50%.

HHN0014 DEVELOPING PHARMACOLOGICAL UNDERSTANDING IN NATURAL MEDICINE PRACTICE

Campus St Albans, Online

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.


Recommended Reading Students will be informed of further Recommended Reading by the lecturer which will include textbooks, Journals and Websites.

Subject Hours A minimum of ninety-six (96) hours for one semester comprising lectures, tutorials, seminars and self-managed learning.

Assessment Class presentation and participation (20%); written assignment(s) (80%). To obtain at least a Pass in the subject, normally all components of assessment must be attempted and passed. Failed assessment item (assignments) may be re-attempted and resubmitted once only. Maximum possible marks to be obtained on any resubmission will be 50%.

HHN0021 COUNSELLING SKILLS FOR NATURAL MEDICINE PRACTITIONERS

Campus St Albans

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, Behavioural, Cognitive, Family systems, Ego State Therapies, as well as meditation, relaxation therapy. Ethical and legal issues of counselling. Various client/patient situations will be discussed.


Subject Hours A minimum of thirty-six (36) hours for one semester comprising lectures, tutorials, seminars and self-managed learning.
HHN0022 PROFESSIONAL WRITING IN NATURAL MEDICINE

Campus St Albans, Online

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 A minimum of one hundred and eight (108) hours for one semester comprising lectures, tutorials, seminars and self-managed learning.

Assessment One written assignment (2500 words) (100%) or one written journal article (1500 words) (50%); and a written assignment (1000 words) (50%). To obtain at least a Pass in the subject, normally all components of assessment must be attempted and passed. Failed assessment items may be re-attempted and resubmitted once only. Maximum possible marks to be obtained on any resubmission will be 50%.

HHN0023 RESEARCH PROJECT

Campus St Albans, Online

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 A minimum of one hundred and thirty-two (132) hours for one semester comprising lectures, tutorials, seminars and self-managed learning.

HHO1529 OSTEOPATHIC SCIENCE 1

Campus St Albans

Prerequisite(s) Nil

Content This subject aims to introduce student to the Osteopathic principles both theoretical and 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 and its diagnosis including barrier principles. Contraindications of 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 articulatory and soft tissue techniques, surface anatomy and tissue awareness. The palpation and technical skill of VCR will augment and reinforce anatomy learnt in the subject Anatomy 1.


Subject Hours Seven hours per week for two semesters: 1 hour lecture- History & Principles; 2 hours workshop - Osteopathic Palpation; 4 hours workshop (2 x- Osteopathic Technique).

Osteopathic science 1 is a clinically oriented subject and as a consequence material presented within clinical pracicum 1 tutorials will necessarily augment and support Osteopathic Science 1 course content.

Assessment Written examination - History & Principles; Assignment - History & Principles (2000 words); Presentation & paper critiques – Palpation; Practical Examinations - Palpation and Osteopathic Technique. Students must gain a mandatory pass, or better, in all components of assessment before they can be awarded an overall pass within the subject title: Osteopathic Science 1.

Please note that Osteopathic Science 1 is a two semester subject. First semester passing grades will appear as X. First semester fail grades will appear as N1 or N2, and will be amended if the subject is passed in entirety at the end of the academic year. First semester grades will be published by the lecturer after the meeting of the examination board.
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 explore 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 mechanics. 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 lesions. Abnormal spinal mechanics - congenital, acquired, developed. 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 necessarily augment and support Osteopathic Science 2 subject content.

Assessment Written examination, practical assessment. A pass in 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 apply high velocity low amplitude thrust techniques and muscle energy techniques to all major areas of the body, and will be able to formulate a management plan for patients suffering from typical musculoskeletal conditions. This subject is a composite subject comprising two distinct core elements - 1. Osteopathic Principles & Practice. 2. Osteopathic Diagnosis & Management. These core elements will be taught and assessed as distinct subjects. Students will have to gain a mandatory pass, or better, in all core elements before they can be awarded a pass within the subject title: Osteopathic Science 3. Material covered will include: Reinforcement of history and examination skills acquired in both Osteopathic Science 1 & 2 and the Clinical Diagnosis and Management subject. Emphasis will be placed upon osteopathic evaluation of the patient concentrating upon the neuro-musculoskeletal system. Continued development of the concepts and skills acquired in osteopathic Science 1 & 2. Further evolution of osteopathic skills with awareness of the nature of the forces used; soft tissue and articularatory, rhythmic, low velocity, and high velocity low amplitude thrust techniques. Development of the ability to formulate suitable and safe treatment programs for the diverse range of patients that attend for osteopathic treatment. Attention being given to those factors which impact upon patient presentation including relevance of predisposing and maintaining factors. Continued development, and further refining, of high velocity low amplitude thrust techniques, the principles underlying their use, and their place within the manipulative prescription. The application of HVLA techniques to functional areas of the spine. Introduction and elaboration of the concepts and practice of Muscle Energy Technique to include diagnostic and Neuro physiological models. Muscle Energy Techniques applicable to the spine and peripheral joints. Osteopathic assessment and management of peripheral joint disorders. Development of a differential diagnosis, formulating a prognosis and prescribing suitable and safe osteopathic treatment. Introduction to the psycho-social aspects of osteopathic patient management allowing integration with the units of Psychology and Sociology.


Subject Hours 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 necessarily augment and support Osteopathic Science 2 subject content.

Assessment Semester one: Written examination, ; practical, Semester two: Written examination, practical. All components must be achieved before an overall pass can be awarded.
FACULTY OF HUMAN DEVELOPMENT

HHP1329 PHYSIOLOGY 1

Campus St Albans
Prerequisite(s) Nil
Content The subject includes the introduction to the principles and concepts of basic human physiological methodology. Major concepts involved: homeostasis, cellular physiology, blood and the body’s natural defences, introduction to the nervous system, membrane and action potentials, transmission of nervous impulses, muscle and skeletal physiology. The theoretical physiological knowledge is integrated with laboratory skills enhancing and extending knowledge through the use of laboratory reports and questions. Development of critical thinking, research skills and writing is undertaken throughout the subject.


Subject Hours One two-hour lecture and one one-hour laboratory/tutorial or equivalent every week for two semesters.

Assessment Semester 2: End of semester exam, 50%; laboratory reports, 15%; multiple choice mid semester exams (x2), 20%; assignment (2000 words), 15%. All components must be passed to achieve an overall pass in the subject.

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, gastro-intestinal physiology, metabolism and endocrinology. Further development of a critical thinking and assessment model for physiology research papers.

Required Reading As for HHP1329 Physiology 1.

Recommended Reading As for HHP1329 Physiology 1.

Subject Hours Two one-hour lectures per week and one two-hour laboratory/workshop on alternate weeks for one semester.

Assessment Semester 2: 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 St Albans
Prerequisite(s) Nil
Content The subject aims to introduce the students to theoretical and practical concepts of exercise physiology and exercise prescription, and to consider exercise prescription for specific patient groups. At the completion of the subject students should have a broad understanding of the principles of exercise physiology and exercise prescription, and should understand the principles of drawing up exercise prescriptions for specific patient groups. content will include: Physiology of exercise prescription. Principles of exercise prescription Fitness definitions. Cardiovascular & skeletal responses to exercise. Aerobic and anaerobic exercise. Exercise prescription for specific groups.

Required Reading As for HHP2349 Physiology 2.

Recommended Reading Students will be provided with further reading references for individual lecture topics.

Subject Hours One one-hour lecture and one one-hour tutorial practical per week in semester one.

Assessment Written examination, 80% assignment 20%.

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%.

HHR4114 A & 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 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.

HHT1001 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 (4) hours per week for one semester comprising lectures, tutorials and self-managed learning activities.

Assessment One oral examination (20%); two (2) written examinations. To obtain at least a Pass in the subject, normally all components of assessment must be attempted and passed. Failed assessment item (oral examination) may be re-attempted once only. Maximum possible marks to be obtained on any re-attempt will be 50%. Where the final examinations are failed, supplementary examinations will be offered. The maximum possible mark on any supplementary examination will be 50%.

HHT1002 FUNDAMENTALS OF CHINESE MEDICINE

Campus St Albans
Prerequisite(s) Nil
Corequisite(s) HHT1001 Introduction to Chinese Medical Literacy; or equivalent.

Content The clinical gaze of Chinese Medicine; overview of historical and philosophical contexts; 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 occurrences 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, herbs and functions, Zang fu/jing luo interrelationships; mechanisms of disease development.


Recommended Reading To be advised by Lecturer.

Subject Hours Eight (8) hours per week or equivalent for one semester comprising lectures, tutorials, workshops and self-managed learning activities.

Assessment One mid semester examination (50%); one final theory examination (50%). To obtain at least a Pass in the subject, normally all components of assessment must be attempted and passed. Failed assessment item (mid semester examination) may be re-attempted once only. Maximum possible marks to be obtained on any re-attempt will be 50%. Where the final examination is failed, a supplementary examination will be offered. The maximum possible mark on the supplementary examination will be 50%. This subject is a hurdle requirement.

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.


Recommended Reading To be advised by Lecturer.

Subject Hours Three (3) hours per week or equivalent for one semester comprising seminars, workshops and self-managed learning activities.

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Assessment Regular exercises culminating in an examination seminar (pass/fail). To obtain an Ungraded Pass in the subject, normally all components of assessment must be attempted and passed. Failed assessment items may be re-attempted and resubmitted once only. Proficiency standard must be obtained on the examination seminar.

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 aetiology and manifestation of the energetic patterns of disharmony as they pertain to the jing lou, xu xing, zang fu and fundamental substances; etiology and pathomechanisms of symptom presentations; methods of differential diagnosis; overview of febrile disease differentiation - six channels, four levels, San jiao syndromes; case histories and individual symptom differentiation; Materia Medica and jing-luo system consolidated in relation to diagnostic treatment design.


Recommended Reading To be advised by Lecturer.

Subject Hours Six (6) hours per week or equivalent for one semester comprising lectures, tutorials, workshops and self-managed learning activities.

Assessment One combined practical and oral examination (50%) (hurdle requirement); one final examination (50%). To obtain at least a Pass in the subject, normally all components of assessment must be attempted and passed. Failed assessment item (combined practical and oral examination) may be re-attempted once only. Proficiency standard must be obtained on any re-attempted examination. Maximum possible marks to be obtained on any reattempt will be 50%. This subject is a hurdle requirement.

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.


Recommended Reading To be advised by Lecturer.

Subject Hours Seven (7) hours per week for one semester comprising lectures, workshops and self-managed learning activities.

Assessment One oral examination (50%) (hurdle requirement); one practical examination (50%) (hurdle requirement). To obtain at least a Pass in the subject, normally all components of assessment must be attempted and passed. Failed assessment items (oral examination and practical examination) may be re-attempted once only. Proficiency standard must be obtained on any re-attempted examination. Maximum possible marks to be obtained on any reattempt will be 50%. This subject is a hurdle requirement.

HHT1007 CHINESE PHARMACOPEA

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

Corequisite(s) HHT1005 Chinese Medical Diagnosis and Pathogenesis 1; HHT1008 Introduction to Clinical Practice; SBM1529 Introduction to Plant Sciences; or equivalents.

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, tonify, restrain essence, Shen calming, orifice opening, extinguish 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. The principles and application of Pao Zhi.


Recommended Reading To be advised by Lecturer.

Subject Hours Six (6) hours per week or equivalent for one semester comprising lectures, tutorials and self-managed learning activities.

Assessment One project (50%); one tutorial presentation (30%); one examination (20%). To obtain at least a Pass in the subject, normally all components of assessment must be attempted and passed. Failed assessment item (project) may be re-attempted and resubmitted once only. Maximum possible marks to be obtained on any resubmission will be 50%. Where the final examination is failed, a supplementary examination will be offered. The maximum possible mark on the supplementary examination will be 50%. This subject is a hurdle requirement.

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 Pharmacopea; or equivalents.

Content During the first two weeks of semester students will attend a series of seminars orienting students to the clinical program. Students will be introduced to the Clinical Manual which outlines in detail the policies and procedures that apply to practising Chinese medicine in the HPU or other approved settings. Topics include issues in relation to acupuncture and herbal medicine practice and dispensing, minimization of cross
HHT1011 INTRODUCTION TO QI GONG

The Subject Coordinator. The assessment item will need to be discussed in the first instance with the subject coordinator.

To obtain an Ungraded Pass in the subject, normally all components of assessment must be attempted and passed. Failed assessment item (written assignment) may be re-attempted and resubmitted once only. Maximum possible marks to be obtained on any reattempt will be 50%. This subject is a hurdle requirement.

Recommended Reading

To be advised by the subject coordinator.

Subject Hours

Four (4) hours per week or equivalent for two semesters comprising lectures, tutorials and self-managed learning activities.

Assessment

One written assignment (1000 words) (20%); two (2) examinations (40% each) over two semesters. To obtain at least a Pass in the subject, normally all components of assessment must be attempted and passed.

HHT2002 ACUPUNCTURE POINT DYNAMICS AND JING LUO THEORY

Campus St Albans

Prerequisite(s) HHT1002 Fundamentals of Chinese Medicine; HHT1006 Acupuncture Point Location; or equivalents.

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.

Required Reading

To be advised by lecturer.

Subject Hours

Three (3) hours per week or equivalent for one semester comprising seminars, workshops and self-managed learning activities.

Assessment

One mid semester examination (50%); one final examination (50%). To obtain at least a Pass in the subject, normally all components of assessment must be attempted and passed.

HHT2003 CHINESE MEDICAL DIAGNOSIS AND PATHOGENESIS 2

Campus St Albans

Prerequisite(s) HHT1005 Chinese Medical Diagnosis and Pathogenesis; HHT1007 Chinese Pharmacopeia; or equivalents.

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, Zang-fu mixed syndromes, febrile disease differentiation - six channels complicated patterns; Wen Bing detail combining Zang Fu, San Jian and Latent diseases; examination of tongue, skin, and teeth; diagnosis and case histories; individual symptom differentiation; application of Materia Medica and Jing-luo theory in relation to diagnostic outcomes.
HHT2005 CHINESE MEDICINE ASEPSIS AND STERILIZATION

Campus St Albans
Prerequisite(s) HHT1006 Acupuncture Point Location; SBM1525 Anatomy and Physiology 2; or equivalents.
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.
/InfectionControlGuidelinesAcupuncture_web.pdf

Lian, Y.-L., Chen, C.-Y., Hammes, M., & Kolster, C. (2000). The sinin pathological atlas of acupuncture: An illustrated manual of acupuncture points. Kohn: Konemann. O'Connor, J., & Bensky, D. (1983). Acupuncture: A Comprehensive Text. Shanghai College of Traditional Chinese Medicine. Chicago: Eastland Press. Standards of Practice for Acupuncture & moxibustion. (hurdle requirements). To obtain an Ungraded Pass in the subject, normally all components of assessment must be attempted and passed. Failed assessment items (combined practical and oral examinations) may be re-attempted once only. Proficiency standard must be obtained on any re-attempted combined practical and oral examination. Maximum possible marks to be obtained on any reattempt will be 50%. Where the final examination is failed, a supplementary examination will be offered. The maximum possible mark on the supplementary examination will be 50%. This subject is a hurdle requirement.

HHT2006 ACUPUNCTURE NEEDLING

Campus St Albans
Prerequisite(s) HHT1006 Acupuncture Point Location; HHT2002 Acupuncture Point Dynamics and Jing Luo Theory; or equivalents.
Corequisite(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 needleling will be explored; introduction to plum blossom needling and three-edge bleeding techniques.
/InfectionControlGuidelinesAcupuncture_web.pdf

Recommended Reading To be advised by Lecturer.

HHT2007 TCM REMEDIAL MASSAGE (AN MO TUI NA)

Campus St Albans
Prerequisite(s) HHT1005 Chinese Medical Diagnosis and Pathogenesis 1; HHT1006 Acupuncture Point Location, or equivalents.

Recommended Reading To be advised by Lecturer.
HHT3001 INTERNAL MEDICINE

Campus St Albans
Prerequisite(s) HHT2001 Fundamental Herbal Formulas; HHT2006 Acupuncture Needling; or equivalents.
Corequisite(s) HHI3003 Therapeutic Applications – Chinese Herbal Medicine; HHK3002 Acupuncture Therapeutic Applications; or equivalents.

Content This subject examines in detail traditional Chinese internal medicine (Nei Ke) based on the fifty-two disorders as specified in the classic the Jin Gui Ya Lun and additional disorders of clinical significance. The diagnosis of these disorders and their differentiation into patterns (qingsheng) according to the system of bian zheng lun queh receives detailed attention. The origin of each disorder and the pathomechanisms by which its symptoms manifest and develop are discussed. The design of treatment interventions using herbal prescription, acupuncture, moxibustion and dietary therapy (shi liao) according to the differentiation of the disorder is examined.


Recommended Reading To be advised by Lecturer.

Subject Hours Six (6) hours per week or equivalent for two semesters comprising lectures, tutorials and self-managed learning activities.
Assessment One assignment (1500 words) (20%); two examinations (40% each) over two semesters. To obtain at least a Pass in the subject, normally all components of assessment must be attempted and passed. Failed assessment item (assignment) may be re-attempted once only. Maximum possible marks to be obtained on any re-attempt will be 50%. Where the final examination is failed, a supplementary examination will be offered. The maximum possible mark on the supplementary examination will be 50%. This subject is a hurdle requirement.
HHT3004 CLINICAL PHARMACOLOGY FOR CHINESE MEDICAL PRACTICE

Campus St Albans
Prerequisite(s) HHT2001 Fundamental Herbal Formulas; SBM2575 Phytopharmaceutics; SBM3515 Clinical Pharmacology and Pathophysiology; or equivalents.
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.
Recommended Reading To be advised by Lecturer.
Subject Hours Three (3) hours per week for equivalent for one semester comprising lectures, seminars and self-managed learning activities.
Assessment One written assignment (2000 words) (50%); one 2-hour examination (50%). To obtain at least a Pass in the subject, normally all components of assessment must be attempted and passed. Failed assessment item (assignment) may be re-attempted and resubmitted once only. Maximum possible marks to be obtained on any resubmission will be 50%. Where the final examination is failed, a supplementary examination will be offered. The maximum possible mark on the supplementary examination will be 50%.

HHT4001 CASE CONFERENCING AND CLINICAL ISSUES

Campus St Albans
Prerequisite(s) HHT3001 Internal Medicine; or equivalent.
Co-requisite(s) HHI4003 Chinese Medical Pediatrics and Dermatology: Herbal Medicine; or equivalent.
Content Topics covered are determined by the experience students have in treating clients. The subject will also revisit aspects of aseptic procedures; history taking; principles of diagnosis; treatment protocols; herb and point functions; dosages; pao zhi theory and practice; needling difficult points; point injection therapy, moxibustion, cupping, Gua Sha, acupuncture; prepared Chinese herbs; interpersonal skills and legal issues pertaining to acupuncture and herbal medicine practice. Case conferencing will require students to present to the class cases they have treated within the Victoria University of Technology clinical locations, giving a full history and treatments given. Students will be encouraged to discuss and reflect upon all aspects of the clinical encounters, including integrating supplementary published materials.
Recommended Reading To be advised by Lecturer.

Subject Hours Forty-four (44) hours or equivalent for two semesters comprising seminar workshops and self-directed learning activities. The Semester Two component of 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 participation (80% attendance requirement and appropriate participation for both semesters) (hurdle requirement); two case conference seminars in this subject’s designated assessment week (Satisfactory/Unsatisfactory). To obtain an Ungraded Pass in the subject, normally all components of assessment must be attempted and passed. Failed assessment items (seminars) may be re-attempted and resubmitted once only.

HHT4002 RESEARCH METHODS FOR CHINESE MEDICINE

Campus St Albans
Prerequisite(s) HHT3001 Internal Medicine; HHT1002 Fundamentals of Chinese Medicine; or equivalents.
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.
Recommended Reading To be advised by Lecturer.
Subject Hours Three (3) hours per week or equivalent for one semester comprising lectures, tutorials and self-managed learning activities.
Assessment Two assignments (1000 words each) (50% each). To obtain at least a Pass in the subject, normally all components of assessment must be attempted and passed. Failed assessment items (assignments) may be re-attempted and resubmitted once only. Maximum possible marks to be obtained on any resubmission will be 50%.

HHT4003 CHINESE MEDICAL SPECIALTIES

Campus St Albans
Prerequisite(s) HHT3001 Internal Medicine; or equivalent.
Corequisite(s) HHI4002 Chinese Medical Gynaecology: Herbal 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. This subject is conducted in conjunction with HHI4002 Chinese Medical Gynaecology: Herbal Medicine.
Recommended Reading To be advised by Lecturer.
Subject Hours Three (3) hours per week or equivalent for one semester comprising lectures and self-managed learning activities.
Assessment Assignment (1000 words) (40%); theory examination in three (3) parts: Dermatology (15%), Gynaecology (30%), Paediatrics (15%) (total 60%). To obtain at least a Pass in the subject, normally all components of assessment must be attempted and passed. Failed assessment item (assignment) may be re-attempted and resubmitted once only. Maximum possible marks to be obtained on any resubmission will be 50%. Where the final examination is failed, a supplementary examination will be offered. The maximum possible mark on the supplementary examination will be 50%. This subject is a hurdle requirement.

HHT4004 PROFESSIONAL ISSUES FOR CHINESE MEDICAL PRACTICE

Campus St Albans
Prerequisite(s) HHI3020 Chinese Medicine Clinical Practice – Herb Major 4; or HHK3020 Chinese Medicine Clinical Practice – Acupuncture 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; peer group associations Australian and international, the current status of CM; CM health politics; an update on recent research into CM; CM and health education and promotion; exposure to alternative perspectives on health care: osteopathy, chiropractic, physiotherapy, Alexander technique, naturopathy, European medical herbalism and homeopathy; psychology; working in various clinical settings.


Subject Hours Forty (40) hours or equivalent for one semester comprising lectures, seminars and self-directed learning activities. 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 (800 words) (20%); written assignment (1500 words) (50%); subject participation (80% attendance requirement and appropriate participation) (hurdle requirement). To obtain at least a Pass in the subject, normally all components of assessment must be attempted and passed. Failed assessment items (report and assignment) may be re-attempted and resubmitted once only. Maximum possible marks to be obtained on any resubmission will be 50%.

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.


Recommended Reading To be advised by Lecturer.

Subject Hours Forty (40) hours or equivalent for one semester comprising lectures, seminars and self-directed learning activities and attending a Level 2 First Aid Certificate course (24 hours). 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 Satisfactory completion of Level 2 First Aid Certificate (pass/fail) (hurdle requirement); one theory examination (100%). To obtain at least a Pass in the subject, normally all components of assessment must be attempted and passed. Where the final examination is failed, a supplementary examination will be offered. The maximum possible mark on the supplementary examination will be 50%.

HHT4114 EMERGENCY MEDICINE

Campus St Albans
Prerequisite(s) HHP3434 Counselling Skills for TCM Practitioners; SBM3554 Clinical Pathophysiology and other HHR3244 A & M Therapeutic Applications; HHA3654 Clinical Practice (A&M) 5 or HHH3118 Internal Medicine ; HHC3164 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 a hospital environment. The students clinical judgement and decision-making skills will be further developed to include assessment of a range emergency signs and symptoms that may arise in clinical and hospital settings including the following: acute respiratory failure, asthma, acute cardiac failure, substance abuse, emergency childbirth, trauma, burns, pediatric fever, seizures, stroke, cardiovascular accidents, coma, loss of consciousness, head trauma, drowning, acute pain, appendicitis, acute emotional distress, foreign body inhalation and dehydration.


Subject Hours Fifty two hours for one semester comprising lectures and workshops or equivalent.

Assessment One practical assessment, 60%; one test, 40%. A pass must be gained for each component of the assessment.

HHT4124 PROFESSIONAL ISSUES

Campus St 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 update on recent research into TCM, TCM and health education and promotion; alternative perspectives on health care: osteopathy, chiropractic, physiotherapy, Alexander technique etc; naturopathy, Homoeopathy, psychology, and working in various clinical settings.

Subject Hours The equivalence of 52 hours per semester. Assessment Class presentation, 30%; public presentation, 20% (800 words); written assignment(s), 50% (2500 words). A pass must be gained for each component of the assessment.

HHU1129 CLINICAL PRACTICUM 1
Campus St Albans
Prerequisite(s) Nil
Corequisite(s) HHA1229 Anatomy 1; HHO1529 Osteopathic Science 1; HHP1329 Physiology 1; or equivalent.
Content The introduction to clinical osteopathic practice, so as to make students aware of the expectations of them in clinic. Ethical and professional behaviour in the VU Osteopathic Medicine Clinic. Legal aspects of record keeping and account keeping in the clinical situation. Introduction to, and tutorials in the running of the reception at the VU Osteopathic Medicine Clinic. Introduction to the Rx Osteo practice management software package. Level two first aid certificate course, which will be held prior to the commencement of year 2.
Required Reading Students should have an understanding of the major points of the Federal Privacy Act (www.privacy.gov.au,) and of the Victorian Health Records Act 2001 (www.health.vic.gov.au.)

Subject Hours 2 hours per week of lectures and reception tutorials for one semester in semester 2. Level 2 first aid certificate - 24 hours. Total 48 hours.
Assessment Level 2 first aid certificate test, completion of required hours attendance and reception skills assessments as recorded in clinical diary.

HHU1219 CLINICAL PRACTICUM 2
Campus City Flinders
Prerequisite(s) HHO1529 Osteopathic Science 1; HHA1229 Anatomy 1; HHP1329 Physiology 1; HHU1129 Clinical Practicum 1; or equivalent.
Corequisite(s) HHO2549 Osteopathic Science 2; HHA2249 Anatomy 2; HHP2349 Physiology 2; or equivalent.
Content The subject aims to further develop students awareness of the requirements for osteopathic practice and to reinforce the case history taking and examination skills taught in HHO2549 Osteopathic Science 2. By the end of the subject the students should be sufficiently competent in basic history taking, technique and patient handling skills to be ready to begin treating patients under supervision in year 3. content will include: Continuation of subject allowing further development of skills acquired in HHU1129 Clinical Practicum 1, HHU2129 Clinical Practicum 2, HHO1529 Osteopathic Science 2, HHU3129 CLINICAL PRACTICUM 3.
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 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, HHO1529 Osteopathic Science 2, HHU3129 CLINICAL PRACTICUM 3. Required Reading The subject aims to further develop students awareness of the major points of the Federal Privacy Act (www.privacy.gov.au,) and of the Victorian Health Records Act 2001 (www.health.vic.gov.au.)

Required Reading Nil

HHY1101 PATHOLOGY
Campus St Albans
Prerequisite(s) SBM1738 Cell Structure and Function or equivalent.
Content The introduction to clinical osteopathic practice, so as to make students aware of the expectations of them in clinic. Ethical and professional behaviour in the VU Osteopathic Medicine Clinic. Legal aspects of record keeping and account keeping in the clinical situation. Introduction to, and tutorials in the running of the reception at the VU Osteopathic Medicine Clinic. Introduction to the Rx Osteo practice management software package. Level two first aid certificate course, which will be held prior to the commencement of year 2.
Required Reading Students should have an understanding of the major points of the Federal Privacy Act (www.privacy.gov.au,) and of the Victorian Health Records Act 2001 (www.health.vic.gov.au.)

Recommended Reading Nil

Subject Hours Semester Two: Lecture – 1 Hour per week. Tutorial – 1 Hour per week.
Assessment 2 Hour written examination
HHY2202 PATHOLOGY 2
Campus Flinders Lane
Prerequisite(s) HHY1101 Pathology; HHP1329 Physiology 1; HHA1229 Anatomy 1 or equivalent.
Content Common and life-threatening diseases affecting the Cardiovascular, Respiratory and Gastrointestinal systems will be discussed in semester 1. In semester 2 Endocrine, Haematological, Gynaecologic and Genito-Urinary tract disorders are discussed. Particular emphasis will be given to conditions that are of special interest to Osteopaths.
Required Reading To be advised by the Lecturer.

Subject Hours Semester One & Two: 1 hour of lecture and 1 hour of tutorial/workshop each week.
Assessment The mark at the end of semester 1 will be added to the mark at the end of semester 2 and it is the aggregate mark, which is the final mark for the subject. Each examination is a three-hour written paper comprising short answers to questions derived from tutorials. End of semester 1 written examination 50%. End of semester 2 written examination 50%. Students must complete each part of the assessment and achieve a satisfactory level of performance (ie. a pass) in ALL parts of the assessment. Please note that Pathology 2 is a two semester subject. First semester passing grades will appear on academic transcripts as X.

HHY2619 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; infectious, acute, sub-acute and chronic; inflammatory; traumatic; neoplastic; degenerative; ischaemic; metabolic; auto-immune etc; tissue response to injury, inflammation, infection, ischaemia, necrosis etc; healing of tissues – following insult both macro and micro; vascular disorders – ischaemia and infarction, thrombosis, embolism.

HHY3629 PATHOLOGY 2
Campus City Flinders
Prerequisite(s) HHY2619 Pathology 1; SBM1738 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.
FACULTY OF HUMAN DEVELOPMENT


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

Assessment Semester two: written examination, 100%;

HNB1133 FOUNDATIONS IN NURSING 1
Campus St Albans
Prerequisite Nil

Content on completion of this subject, students should be able to demonstrate beginning health assessment skills; practice assessment for mental health and family health; utilise interpersonal and professional communication skills required for interviewing for health assessment; incorporate the principles of occupational health and safety to the practice of nursing health assessment; practice the principles and process of infection control in the conduct of health assessment; document health assessment data clearly and accurately; adapt the health assessment process to the person in the community environment; apply critical thinking skills to the practice of nursing health assessment in the health care and community environment; integrate the relevant ethical and legal issues associated with the conduct of health assessment of the adult and the older person; incorporate relevant theoretical concepts from associated subjects in the planning, implementation and evaluation of the practice of nursing health assessment.


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

Assessment One, two hour examination (75%); attendance and participation in simulated clinical workshop. Ungraded. (Satisfactory/Unsatisfactory); Field work assignment (25%)

HNB1133 PROFESSIONAL NURSING 1
Campus St Albans
Prerequisite(s) Nil

Content An introduction to the Australian Nursing Council Incorporated (ANCI) 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%.

HNB1232 NURSING PRACTICE 1: ACUTE CARE
Campus St Albans
Prerequisite(s) HNB1133 Foundation in Nursing 1, HNB1134 Foundation in Nursing 2, SBM1519 Human Bioscience 1, APT1311 Psychology Across the Lifespan

Content Oxygenation, Physical examination of body systems, Cardiopulmonary Resuscitation, Drug calculations and the principles of administration of medications, Fluid, electrolyte & acid-base balance, Skin integrity and wound care, Peri-operative nursing.
**HNB1233 CLINICAL PRACTICUM 1: ACUTE CARE**

**Campus** St Albans  
**Prerequisite(s)** HNB113 Foundation in Nursing 1, HNB1134 Foundation in Nursing 2, APT1311 Psychology Across the Lifespan  
**Content** This 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.  
**Required Reading**  
**Subject Hours** Equivalent of 56 hours organised according to teaching mode used.  
**Assessment**  
Achievement of the ANCI competencies at a standard appropriate to this level of the course. Ungraded. (Satisfactory/Unsatisfactory).  

**HNB1234 PROFESSIONAL NURSING 2**

**Campus** St Albans  
**Prerequisite(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.  
**Assessment** Critical observation exercise/discussion (50%). Essay (50%).

**HNB1235 EVIDENCE BASED HEALTH CARE**

**Campus** St Albans  
**Prerequisite(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** Bandolier: Evidence-based healthcare www.jr2.ox.ac.uk/bandolier/backnos.html  
**Recommendation** Bandolier: Evidence-based healthcare www.jr2.ox.ac.uk/bandolier/backnos.html  
**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%.  

**HNB1233 NURSING PRACTICE 2: ACUTE CARE**

**Campus** St Albans  
**Prerequisite(s)** HNB1232 Nursing Practice 1: Acute Care, HNB1233 Clinical Practicum 1: Acute Care, SBM1530 Human Bioscience 2  
**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, utilizing critical thinking and problem solving skills. An integrated approach will be used, with links to Bioscience, Psychology, Sociology and related nursing subjects. Subject content will be aligned with Foundations of Nursing, Bioscience, Health Sociology, Evidence Based Practice and Professional Nursing to enable students to synthesize and apply knowledge to a range of acute care issues across the life span.
### HNB2135 NURSING PRACTICE 3: HEALTH & ILLNESS IN OLDER ADULTS

**Campus** St Albans  
**Prerequisite(s)** HNB1133 Foundations In Nursing 1, HNB1134 Foundations in Nursing 2, SBM1519 Human Bioscience 1, SBM1530 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; StLouis  
**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%  

### HNB2136 CLINICAL PRACTICUM 3: HEALTH AND ILLNESS IN OLDER ADULTS

**Campus** St Albans  
**Prerequisite(s)** HNB1133 Foundation Nursing 1, HNB1134 Foundations in Nursing 2, SBM1519 Human Bioscience 1, SBM1530 Human Bioscience 2, APT1311 Psychology Across the Lifespan  
**Content** The aim of this subject is to give students opportunities to study the maintenance and support of health in community dwelling older persons.  
**Required Reading** Ebersole & Hess 2001 Geriatric Nursing & Healthy Ageing, Mosby; StLouis  
**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  

### HNB2137 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.  
**Content** Australian Nursing Council Incorporated (2002). Code of ethics for nurses in Australia. [Brochure]. Canberra: Author  
**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.  

### HNB2233 NURSING PRACTICE 4: ACUTE CARE

**Campus** St Albans  
**Prerequisite(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 synthesize and apply knowledge to a range of acute care issues across the life span.
**Required Reading**


**Recommended Reading**


**Recommended Journals**


**Recommended Websites**


**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 prioritisation of the client’s health care needs. Skills performance assessment Ungraded (Satisfactory/Unsatisfactory) The student’s achievement of competence in the selected clinical skills will be assessed in the simulated setting prior to the commencement of the first acute care clinical placement. Self-testing exercises online (not graded) A number of self-testing exercises related to clinical skill and knowledge development will be placed online using W e bCT to assist student preparation and learning. Examination: 60% The student’s ability 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.

**HNB234 PRACTICUM 4: ACUTE CARE**

**Campus St Albans**

**Prerequisite(s)**

HNB2133 Nursing Practice 2: Acute Care, HNB2134 Clinical Practicum 2: Acute Care, SBM2517 Human Biosciences 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**


**Required Websites**


**Recommended Reading**


**Recommended Journals**


**Recommended Websites**


**Subject Hours**

Equivalent of 40 hours organised according to teaching mode used.
**UNDERGRADUATE SUBJECT DETAILS**

**Wong's nursing care of infants and children (6th Ed) St Louis, MO: Mosby.**


**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 case 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.

**HNB2236 CLINICAL PRACTICUM 5: MENTAL HEALTH AND ILLNESS**

**Campus** St Albans

**Prerequisite(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, under the guidance of either a clinical teacher or preceptor.

**Required Reading** Stuart, G. W., & Laraia, M. T. (2001). Principles and practice of psychiatric nursing (7th Ed) St. Louis: Mosby


**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 case 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.

**References**

HNB3237 NURSING THERAPEUTICS: APPLIED MEDICATION MANAGEMENT

Campus St Albans
Prerequisite(s) HNB2133 Nursing Practice 2, HNB2135 Nursing Practice 3, HNB2233 Nursing Practice 4, Acute Care

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.

Required Reading

Recommended Reading

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

Assessment
End of semester Examination 90% Mastery calculation 10%

HNB3134 NURSING PRACTICE 6: 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, HNB1234 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.

Required Reading

Recommended Reading

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

Assessment
Students will be required to work in groups to undertake a group assignment that involves a population/community health concern. A total of 2000 words per student – 100%

HNB3135 CLINICAL PRACTICUM 6: HEALTH OF THE COMMUNITY

Campus St Albans
Prerequisite(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.

Required Reading

Recommended Reading

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

Assessment
Students will be required to work in groups to undertake a group assignment that involves a population/community health concern. A total of 2000 words per student – 100%

HNB3136 NURSING PRACTICE 7: MENTAL HEALTH & ILLNESS

Campus St Albans
Prerequisite(s) HNB2235 Nursing Practice 5: Mental health & Illness, HNB2236 Clinical Practicum 5: Mental Health & Illness

Content
The aim of this subject is to further 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. To provide culturally
appropiate care to individuals from various cultural groups, including Aboriginal and Torres Strait Islanders.

**Required Reading**


**Recommended Reading**


**Prerequisites(s)**

HNB2235 Nursing Practice 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 mental illness and disorder. To provide culturally appropriate care to individuals from various cultural groups, including Aboriginal and Torres Strait Islanders. Clinical practice involves the provision, or assistance with the provision of mental health nursing care to selected clients/patients in mental health hospitals or units, and community settings, under the guidance of either a clinical teacher or preceptor.

**Required Reading**


**Recommended Reading**


**Prerequisites(s)**

HEALTH & ILLNESS

Required Reading


**Recommended Reading**


**Prerequisites(s)**

HEALTH & ILLNESS

Required Reading


**Recommended Reading**


**Prerequisites(s)**

HEALTH & ILLNESS

Required Reading


**Recommended Reading**


**Prerequisites(s)**

HEALTH & ILLNESS

Required Reading


**Recommended Reading**


**Prerequisites(s)**

HEALTH & ILLNESS

Required Reading

HNB3139 CLINICAL PRACTICUM 8: CHILD AND FAMILY HEALTH
Campus St Albans
Prerequisite(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.
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)

HNB3236 TRANSITION TO PROFESSIONAL PRACTICE
Campus St Albans
Prerequisite(s) HNB3134 Nursing Practice 6: Health of the Community, HNB3135 Clinical Practicum 6: health of the Community, HNB3136 Nursing Practice 7: Mental Health & Illness, HNB3138 Nursing Practice 8: Child and Family Health, HNB3139 Clinical Practicum 8: Child and Family Health.
Content The aim of this subject is for students to further explore the concept of professional practice. Professional practice will be explored in the context of the health care system and with a practical insight into the process of transition from student to beginning practitioner.
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.

HNB3237 RESEARCH PRACTICE
Campus St Albans
Prerequisite(s) Nil
Content The aim of this subject is to provide fundamental knowledge 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
Prerequisite(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 consolidate students’ knowledge and skills to deliver safe nursing care to clients requiring acute nursing in medical/surgical areas. Students will be expected to utilize critical thinking and problem solving skills and to integrate all knowledge previously acquired in the course to
demonstrate the skills necessary to practice safely as a graduate nurse at beginning level.


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 prioritisation of the client’s health care needs. Skills performance assessment Ungraded (Satisfactory/Unsatisfactory) The student’s achievement of competence in the selected clinical skills will be assessed in the simulated setting prior to the commencement of the first acute care clinical placement. Self-testing exercises online (not graded) A number of self-testing exercises related to clinical skill and knowledge development will be placed online using WebCT to assist student 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.

HNB3139 NURSING PRACTICE 9: ELECTIVE (MENTAL HEALTH & ILLNESS)

Campus St Albans

Prerequisite(s) HNB3134 Nursing Practice: Health of the Community, HNB3135 Clinical Practicum & 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 promote 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 Aims The aim of this subject is to build upon the student’s awareness and knowledge about special health issues older people by examining the key issues in gerontological nursing and the essential elements of planning care that is creative, sensitive and effective for older people.

Learning Outcomes On completion of this subject, students should be able to appreciate and promote a positive view of ageing; differentiate between changes associated with the ageing process with pathology when assessing clients and managing nursing care across a variety of health care contents; consider major psychological and pathophysiological changes potentially encountered by ageing individuals and comprehend and apply appropriate practice frameworks for individuals in the community, sub-acute and residential geriatric nursing practice.

Content The physiological and psychosocial consequences of changes for physical and mental health for older people; implications for of the special needs of older people for assessment and clinical decision making; assessment considerations including use of specific assessment tools, refinement of clinical assessment skills; the clinical management of common issues experienced by older people for example management of pain, bowel management, promotion of urinary continence, polypharmacy.

Methods of Teaching A range of teaching and learning approaches will be used in this subject, including lectures, tutorials, role play activities, and group discussion. Audiovisual materials will be used to explore some topics. Students will be encouraged to actively participate in their own learning.


Subject Hours Equivalent to 10 hours distributed according to the teaching mode used.
Subject Aims The aim of this subject is to enable students’ to consolidate skills in the planning, implementation and evaluation of care to clients experiencing acute medical/surgical problems in a specific acute care setting. Students will be expected to apply theoretical principles and clinical skills learned in related subjects & previous clinical practice, with an increasing level of complexity and independence leading to competence to practice as a graduate nurse at beginning level.

Learning Outcomes On completion of this subject, students should be able to demonstrate the application of knowledge acquired through related theoretical and skills based subjects; adapt knowledge of health assessment procedures to the individualized care requirements of clients in the acute care setting; perform safe and competent nursing care in accordance with the ANCI Competencies (1998), and consistent with level of knowledge and performance required of a graduate nurse at beginning level; develop individualized nursing care plans for clients acknowledging physical/mental condition, communication skills, socio-cultural background and developmental stage; apply the principles of occupational health and safety and infection control to all aspects of health care delivery; apply knowledge of communication skills to all aspects of the clinical experience, and demonstrate appropriate interpersonal skills with clients, families, and healthcare personnel; demonstrate knowledge of pharmacological agents such as route of administration, distribution, metabolism, common side effects and excretion; apply legal and ethical principles to the holistic health care requirements of clients; participate in reflective practice process through documentation, discussion and self-evaluation of learning experiences both on campus and in the clinical setting and the relationship between these experiences; critically apply relevant theoretical concepts from related areas of study in the analysis of nursing situations; and participate in client education and provide information regarding the availability of community resources for persons requiring assistance on discharge or transfer.

Content Utilising experience from the previous acute care placement, students will be expected to develop an increasingly independent role in the delivery of nursing care to clients in an acute medical/surgical setting and be capable of planning implementing and evaluating care with minimal supervision. Students will be supervised by clinical teachers and/or preceptors during this period of experiential learning. The ANCI Competencies will be used as an assessment framework by preceptors and clinical instructors. Reflective practice will be encouraged in order to enable students to critically evaluate their clinical practice. A debriefing session once or twice a week will provide an opportunity to share and reflect on their progress with their peers. Client-student ratios will be graduated throughout the placement and numbers will depend upon the level acuity.

Methods of Teaching Students will participate in the care of clients under supervision from clinical staff and clinical teachers/preceptors. There will be one clinical teacher for eight clients under supervision from clinical staff and clinical placement and numbers will depend upon the level acuity. Client-student ratios will be graduated throughout the placement and numbers will depend upon the level acuity.


Recommended Journals American Journal of Nursing; Australian Family Physician; Australian Nurses Journal; Australian Journal of Advanced Nursing; British Medical Journal; Contemporary Nurse; Image; Journal of the American Medical Association; Journal of Advanced Nursing; Medical Journal of Australia; Nursing 98+. In addition, students will be provided with more specific journals or articles under set topic areas.


Subject Hours 210 hours of clinical experience, comprising of five days per week, seven hours per day for six weeks.

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 skills in line with those required for a graduate nurse at beginning level, in line with the ANCI Competencies (1998); 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 in line with what is required for a graduate nurse at beginning level, and in line with the ANCI Competencies (1998).

Final assessment: Satisfactory/ Unsatisfactory.
The aim of this subject is to develop students' knowledge, skills and attitudes in mental health practice using a comprehensive psychiatric nursing approach. Students will be provided with opportunities to practise a range of mental health nursing skills, including observing and participating in psychotherapeutic approaches to care, such as cognitive behaviour therapy, and group therapy; observing and assisting in the prevention and therapeutic management of aggression; observing and participating in case management; reflecting on his or her practices in the prevention and management of aggression; developing an understanding of mental health policy and issues related to mental health service provision.

**Content**

**Students** will undertake 210 hours of clinical practice and engage in reflective practice with a mentor.

**Methods of Teaching**

Students will be expected to meet regularly with their mentor to review their progress in meeting the intended learning objectives of the subject.

**Required Reading**


**Recommended Reading**


**Internet links**


**Subject Hours**

210 hours of clinical experience, comprising of five days per week, seven hours per day for six weeks.

**Assessment**

Achievement of clinical competencies (Ungraded: Pass/Fail).

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**Prerequisite(s)**

Nursing Practice 6: Health of the Community, Clinical Practicum 6: Health of the Community, Nursing Practice 7: Mental Health and Illness, Clinical Practicum 7: Mental Health and Illness, Nursing Practice 8: Child and Family Health and Clinical Practicum 8: Child and Family Health

**Subject Aims**

The aim of this subject is to give students the opportunity to practice clinical skills in caring for the child and family in a paediatric clinical environment. It is designed to help students make the often difficult transition from study to work practice. Students are therefore given the opportunity to consolidate their knowledge of the principles of paediatric nursing and skills acquired throughout the course. It also aims to provide students with the opportunity to develop and apply management skills in the delivery of paediatric nursing care.

**Learning Outcomes**

On completion of this subject, students should be able to assess basic needs of sick children and their family in an acute paediatric setting; plan and implement basic comprehensive nursing care specific to patients' paediatric problems and other related needs; evaluate the effectiveness of nursing interventions; observe and document vital signs of sick children in an acute paediatric setting; participate as a member of the multidisciplinary team in a paediatric setting; Develop basic clinical decision-making when assisting in the care of sick children and their family and develop competence in basic paediatric nursing skills in an acute setting.

**Content**

Students will undertake 210 hours of clinical practice in an acute paediatric setting.

**Methods of Teaching**

A clinical nurse will be appointed by the School of Nursing on a ratio of 1:8 to supervise students during their clinical practicum experience. Alternatively, a preceptorship approach may be used, depending on the requirement of the agency at which the student is placed.

**Required Reading**


**Recommended Reading**


**Subject Hours**

210 hours of clinical experience, comprising of five days per week, seven hours per day for six weeks.

**Assessment**

Achievement of the specified ANCI Competencies (Ungraded: Pass/Fail).

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**Prerequisite(s)**

Nursing Practice 6: Health of the Community, Clinical Practicum 6: Health of the Community, Nursing Practice 7: Mental Health and Illness, Clinical Practicum 7: Mental Health and Illness, Nursing Practice 8: Child and Family Health and Clinical Practicum 8: Child and Family Health

**Subject Aims**

The aim of this subject is to give students the opportunity to practice clinical skills in caring for the child and family in a paediatric clinical environment. It is designed to help students make the often difficult transition from study to work practice. Students are therefore given the opportunity to consolidate their knowledge of the principles of paediatric nursing and skills acquired throughout the course. It also aims to provide students with the opportunity to develop and apply management skills in the delivery of paediatric nursing care.

**Learning Outcomes**

On completion of this subject, students should be able to assess basic needs of sick children and their family in an acute paediatric setting; plan and implement basic comprehensive nursing care specific to patients' paediatric problems and other related needs; evaluate the effectiveness of nursing interventions; observe and document vital signs of sick children in an acute paediatric setting; participate as a member of the multidisciplinary team in a paediatric setting; Develop basic clinical decision-making when assisting in the care of sick children and their family and develop competence in basic paediatric nursing skills in an acute setting.

**Content**

Students will undertake 210 hours of clinical practice in an acute paediatric setting.

**Methods of Teaching**

A clinical nurse will be appointed by the School of Nursing on a ratio of 1:8 to supervise students during their clinical practicum experience. Alternatively, a preceptorship approach may be used, depending on the requirement of the agency at which the student is placed.

**Required Reading**


**Recommended Reading**


**Subject Hours**

210 hours of clinical experience, comprising of five days per week, seven hours per day for six weeks.

**Assessment**

Achievement of the specified ANCI Competencies (Ungraded: Pass/Fail).
Subject Aims The aim of this subject is to offer the student the opportunity to apply their knowledge and participate in the delivery of care of older people in a setting which offers a range of opportunity - in particular sub-acute, rehabilitation, community and residential aged care.

Learning Outcomes Demonstrate the competencies of a first level or beginner registered nurse.

Content The student will undertake 210 hours of clinical practice and engage in reflective practice with a mentor.

Methods of Teaching A clinical nurse will be appointed by the School of Nursing on a ratio of 1:8 to supervise students during their clinical practicum experience. Alternatively, a preceptorship approach may be used, depending on the requirement of the agency at which the student is placed.

Required Reading Ebersole & Hess (2001). Geriatric nursing & health ageing, Mosby; St Louis


Subject Hours 210 hours of clinical experience, comprising of five days per week, seven hours per day for six weeks.

Assessment Achievement of the specified ANCI Competencies (Ungraded: Pass/Fail).

HNH4312 MINOR THESIS A

Campus St Albans

Prerequisite(s) Nil

Content The aim of this subject is to provide students with the opportunity to plan for successful conduction of research. The major emphasis of this subject will focus on the planning and development of 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 Nil

Subject Hours Students will meet with a supervisor on a regular basis. The nature of the work required could be estimated as equivalent to three contact hours per week.

Assessment Research proposal.

HNH4313 MINOR THESIS B (PART-TIME)

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 into an area of personal interest and applicable to the profession of nursing. The thesis will be a research paper of not less than 10,000 words and not more than 20,000 words. It will report on independently conducted research which demonstrates a student’s ability to clearly define a problem, to undertake a detailed literature search and review the relevant theoretical and practical literature on the topic area. Good data selection, collection and analysis skills should also be demonstrated. The thesis should involve a high standard of written communication skills. The topic which is chosen should allow the candidate to develop a methodology and to apply it to an appropriate problem or situation. It is intended that the topic chosen for investigation will be in consultation with an appropriate supervisor who will oversee the conduction of the research. Course regulations guiding the conduct and supervision of the research will be developed in the Course Rules and Regulations and will reflect the regulations to be developed by the Faculty Graduate Studies Research Committee.

Required Reading To be advised by lecturer.

Subject Hours To be arranged with supervisor.

Assessment A thesis of a minimum of 10,000 words and maximum of 20,000 words.

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 into an area of personal interest and applicable to the profession of nursing. The thesis will be a research paper of not less than 10,000 words and not more than 20,000 words. It will report on independently conducted research which demonstrates a student’s ability to clearly define a problem, to undertake a detailed literature search and review the relevant theoretical and practical literature on the topic area. Good data selection, collection and analysis skills should also be demonstrated. The thesis should involve a high standard of written communication skills. The topic which is chosen should allow the candidate to develop a methodology and to apply it to an appropriate problem or situation. It is intended that the topic chosen for investigation will be in consultation with an appropriate supervisor who will oversee the conduction of the research. Course regulations guiding the conduct and supervision of the research will be developed in the Course Rules and Regulations and will reflect the regulations to be developed by the Faculty Graduate Studies Research Committee.

Required Reading To be advised by lecturer.

Subject Hours To be arranged with supervisor.

Assessment A thesis of a minimum of 10,000 words and maximum of 20,000 words.

HNM1020 MAKING PRACTICE CONNECTIONS

Campus St Albans

Prerequisite(s) JMO1001 With Childbearing Woman.

Corequisite(s) JMO1003 The Childbearing Journey

Content All students will ‘follow through’ in a care capacity within a maternity unit, a minimum of ten women experiencing childbirth including those women with whom the student has developed relationships in semester one. Forming the relationship and creating a space for it to develop: basic interviewing and history taking techniques explored in practice; reflection in and on action; journal writing; application of principles of communication. Midwife in partnership with the woman: assessment of the woman and her baby; working with a woman to give birth; working with a woman to give nourishment to her baby; working with a woman to care for herself and her baby before and after birth; documentation of midwifery actions and women’s attitudes and responses.

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, Reflective journal.

HNM2010 PRACTICE ALLEGIANCES
Campus St Albans
Prerequisite(s) Nil
Corequisite(s) JAC0216 With Woman: Rethinking Pain;
Content All students will follow through in a care capacity 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; Mobilization; 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; Mal presentations; Multiple birth; Epidural Anaesthesia; Episiotomy & Repair of perineum; Principles of asepsis. 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 Reflective journal.
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 (mammocheck program); regular cervical screenings: healthy diet; regular weight-bearing exercise; pelvic floor exercises. Midwife providing women's centered collaborative care in the acute care setting: Physical and psychological pre and post operative considerations; 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.

**Recommended Reading**

**Subject Hours** A practice subject of 108 hours for one semester.

**Assessment** Practice assessment based on ACMi competency standards. Partnership log, focussing on contact and follow-through of women and reflective journals.

**HNMM302 MIDWIFERY PRACTICE**

**Campus** St Albans

**Prerequisite(s)** HNMM3010 Navigating Childbearing Obstacles, HNMM3011 Women’s Health Practice, HNMM7007 Childbearing Obstacles, MID3105 Women’s Health: Women’s Business.

**Content** Utilising experience from the previous midwifery placements, students will be expected to develop an increasingly independent role in the delivery of woman-centred midwifery care to women in maternity and women’s health setting and be capable of planning implementing and evaluating care with minimal supervision. Students will be supervised by clinical teachers and/or preceptors during this period of experiential learning. The ACMi Competencies will be used as an assessment framework by preceptors and clinical instructors. Reflective practice will be encouraged in order to enable students to critically evaluate their practice. A debriefing session once or twice a week will provide an opportunity to share and reflect on their progress with their peers.

**Client-student ratios will be graduated throughout the placement.**

**Required Reading**

**Subject Hours** 140 hours of clinical experience, comprising of five days per week, seven hours per day for four weeks.

**Assessment** In order to be awarded a satisfactory grade for this subject, the student must successfully complete each of the following: mastery of skills in line with those required for a graduate midwife at beginning level, in line with the ACMi Competency Standards for Midwives (2002); satisfactory participation in reflective practice, as defined by completion of personal learning objectives and reflective journals for three hours during each week of clinical placement; demonstration of safe and competent practice in line with what is required for a graduate
midwife at beginning level, and in line with the ACMI Competency Standards for Midwives (2002); and attendance at the selected practice setting for the specified hours.

**Final Assessment** Satisfactory / Unsatisfactory

**HN6236 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-hour tutorial.

**Assessment** Group project which includes a class presentation, 40% analysis of a case study or practice issue – 2500 words, 60%.

**HN7002 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 capacity to practice ethically.


**References Committee. (1999). Rocking the cradle: A report into childbirth procedures. Canberra AGPS.**


**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.

**HN7006 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 ethnic backgrounds; Spiritual differences & cultural practices. Module Three: Social diversity: Social justice, equity and access; Poverty and maternity. 


**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.
HNM7007 CHILDBEARING OBSTACLES

Campus Distance Education.

Prerequisite(s) Nil

Content Module One: Pregnancy Obstacles: Collaborative role of midwife; Anaemia; Blood disorders; Infections; Miscarriage; Intrauterine 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; Incoordinated uterine action; 'Intervention cascade'; Medical technology; ultrasound; cardiotocography; epidural analgesia; forceps & ventouse; caesarean section. Module Three: Unexpected Obstacles During Labour & Birth: Cord presentation and prolapse; Fetal distress; Primary 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.

Recommended Reading

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.

HNM7012 BEGINNING THE JOURNEY

Campus St Albans

Corequisite(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 practice; 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.


Recommended Reading

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 women (meludes field work and reflective journals).

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, sociocultural, 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%.

HPD2100 PEDIATRIC EXERCISE SCIENCE

Campus Footscray Pak, Melton

Prerequisite(s) HPD1110 Introduction to Physical Education, HPE3124 Growth and Development or equivalent.

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 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.

HPD2110 PHYSICAL ACTIVITY FOR YOUNG CHILDREN

Campus Melton
Prerequisite(s) Nil

Content This subject will provide an understanding of developmental physical activity and the unique responses of this age group. It will include topics on the movement concepts such as those relating to the body, effort, space and relationships. Students will explore the design of learning experiences for young children in areas such as dance, gymnastics, and manipulative skills and further explore the potential for these activities in indoor and outdoor settings. Critical debate will be encouraged on the role of spontaneous play in this age group. Inquiry into the social and cultural determinants and consequences of physical activity for young children will be encouraged throughout the subject.

Required Reading To be specified by the lecturer.


Subject Hours Two hours per week for one semester, comprising one one-hour lecture and one one-hour tutorial/laboratory.

Assessment Curriculum projects, 40%; progressive assessment, 40%; skill development, 20%. All components of assessment must be satisfactorily completed.

HPD2200 MOTOR SKILL ACQUISITION IN CHILDREN

Campus Melton, Echuca
Prerequisite(s) HPD1110 Introduction to Physical Education; HPE3214 Growth and Development or equivalent.

Content This subject aims to provide students with an overview of basic 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.

HPD2210 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 social and cultural 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 social and cultural issues important to this stage of development such as participation, co-operation, belonging, self-esteem, winning, losing and an appreciation of the process and product of games and team sports. Inquiry into the social and cultural determinants and consequences of physical activity in late childhood will be encouraged throughout the subject. Practical experiences will include a focus on skill development and refinement, individual, partner and group-based activities, and a strong emphasis on the teaching of creative, modified and traditional games or sports.

Required Reading To be specified by the lecturer.


Subject Hours Two hours per week for one semester, comprising one one hour lecture and one one hour tutorial/laboratory.

Assessment Curriculum projects, 40%; progressive assessment, 40%; skill development, 20%. All components of assessment must be satisfactorily completed.

HPD3100 PHYSICAL ACTIVITY FOR ADOLESCENCE

Campus Melton
Prerequisite(s) Nil

Content The subject will include a critical review of physical activity in adolescence from the perspectives of participation, values, motivation, body image and socialization. Critical debate will be encouraged on the concepts of activity and healthy lifestyle choices and the consequences of being physically active in adolescence. Practical experiences will include exposure to individual and team pursuits in a range of physical activities appropriate for adolescents. Within the practical program, approaches for introducing, developing and refining skills will be explored.

Required Reading To be specified by the lecturer.

Subject Hours Two hours per week for one semester, comprising one one-hour lecture and one one-hour tutorial/laboratory.

Assessment Curriculum projects, 40%; progressive assessment, 40%; skill development, 20%. All components of assessment must be satisfactorily completed.

HPD3200 CONTEMPORARY ISSUES IN TEACHING PHYSICAL EDUCATION

Campus Melton, Echuca

Prerequisite(s) HPD1110 Introduction to Physical Education, HPE3124 Growth and Development, HPD2100 Pediatric Exercise Science, HPD2200 Motor Skill Acquisition in Childhood or equivalent.

Content This seminar subject aims to integrate the practical experiences and theoretical knowledge gained through previous subjects into a context for physical educators. Special attention will be devoted to a critical understanding of the socio-cultural issues pertinent to physical education (e.g., access and equity, gender, sexuality, homophobia, ethnicity and disabilities). This will provide the means for students to reflect on the problems and benefits of teaching and learning in physical education. The seminar subject will enable students to formulate more socially responsible policies and practices. Part of the unit will focus on the improvement of educational practice in physical education, through an examination of the nature of physical education in schools and how this might be improved.

Required Reading To be specified by the lecturer.


Subject Hours Three hours per week for one semester, comprising one three-hour seminar.

Assessment Project/essay, 40%; 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.

HPE0003 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 ageing processes on cardiorespiratory, metabolic, musculoskeletal and thermoregulatory responses. The subject examines in detail the effects of muscle mass loss with ageing on muscle strength and power, and muscular changes with ageing 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 tripping falls; 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%
Guidelines For Exercise Testing And Exercise Prescription
Physiology: Theory And Application To Fitness And Performance
& Wilkins, Baltimore. Understanding Normal and Clinical
Testing, Interpretation, And Exercise Prescription
J.B. 1990, 1998,
Recommended Reading
further studies in the field of Exercise Rehabilitation.
overall understanding. Students are strongly advised to take
possible, physiological and biomechanical approaches, to enhance
their ethical and practical considerations, as well as to link, where
for measurements and assessment. Laboratory experiences will be
changes that commonly occur in these populations and their
human movement in specific populations such as elderly fallers,
biomechanical perspectives. Patients studied comprise those
patients with chronic cardiovascular, kidney, 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 with 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
related pathology 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
Recommended Reading American College of Sports Medicine
And Exercise Prescription, 3rd edition, Williams & Wilkins,
Guidelines For Exercise Testing And Exercise Prescription, 5th edition,
Williams & Wilkins, Baltimore. Jones N.L. 1997, Clinical Exercise
Interpretation, 2nd edition, Williams & Wilkins, Philadelphia. West,
& Wilkins, Baltimore. Understanding Normal and Clinical
Physiology: Theory And Application To Fitness And Performance, 4th ed.
Victor L. Katch. Exercise Physiology, Energy, Nutrition, And Human
Performance. 5th ed. Lippincott Williams & Wilkins, Philadelphia
Exercise Physiology for Fitness, Performance, and Health. 2nd ed.
Normal & Pathological Function, Thorofare, N.J. Winter, D.A.
1991, The Biomechanics & Motor Control of Human Gait: Normal,
Elderly and Pathological, University of Waterloo Press, Canada.
standing and walking. Waterloo Biomechanics, Canada. Selected
journal articles from: Gait & Posture, Journal of Applied
Biomechanics.
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%.

HPE0006 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. Includes special emphases on legal ergogenic aids
such as nutritional interventions including alkaloids, carbohydrate
and fluid supplements, antioxidants, and creatine; altitude,
simulated altitude and hypoxic training. Examines 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 Gore Christopher John. Physiological Tests For Elite Athletes / Australian Sports Commission. Human
Australia. 2003. Hawley JA and L Burke Peak Performance:
Training And Nutritional Strategies For Sport Allen & Unwin, St.
K., Edward T. Howley. Exercise Physiology: Theory And Application To Fitness And Performance. 4th ed. McGraw Hill,
Kasch. Exercise Physiology: Energy, Nutrition, And Human
Performance. 5th ed. Lippincott Williams & Wilkins, Philadelphia
Exercise Physiology For Fitness, Performance, And Health. 2nd
Subject Hours Four hours per week for one semester comprising
two one hour lectures and one two hour laboratory class/tutorial.
Assessment Laboratory reports, 30%; short tests and assignments, 20%; final examination, 50%.

HPE1016 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

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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.

**Required Reading**

**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%.

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**HPE1102 CAREER AND PROFESSIONAL DEVELOPMENT 1**

**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.

**Required Reading**

**Recommended Reading Articles as advised**

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**HPE1103 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**

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**HPE1101 STRUCTURAL KINESIOLOGY**

**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%.

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HPE1126 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.

HPE1127 AQUATICS

Campus Footscray Park

Prerequisite(s)

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 tutorial/seminar for twelve weeks.

Assessment Semester Test 40%, Progressive Writing Assignments 60%
HPE2103 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.


Subject Hours Two hours of lectures and one hour of tutorial per week for one semester.

Assessment Mid-Semester Examination 40%, Final Examination 60%.

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HPE1206 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, 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%.

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HPE2100 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 into developing psychological strategies to enhance sporting performances. 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.


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HPE2101 SPORT PHYSIOLOGY

Campus Footscray Park

Prerequisite(s) HPE1204 Exercise Physiology

Content This subject builds on the student's knowledge of exercise physiology, studying the essential importance of exercise physiology in understanding sport and exercise performance, including elite sports and recreational exercise. The subject emphasises understanding the physiologic requirements of exercise and sport, evaluates the importance of physiological systems in athlete performance; the essential role of nutrition in exercise and sport, sport-specific adaptations to physical training and comparisons of different forms of training. The subject studies basic principles underlying physiological exercise testing, with emphasis on sport specificity, lab-based and field-based testing. Laboratory and field-based classes require students to administer and interpret exercise tests that are fundamental to exercise physiology including measurements of maximal oxygen consumption, muscle strength and fatigability, skinfold measurements and anaerobic power testing. The subject will include competency evaluation for these tests. The subject examines the important role of exercise physiology in sustaining and enhancing sport performance. The subject is designed to lead to more detailed mechanistic studies in the core subject Advanced Exercise Physiology and applied studies in the elective subject Applied Exercise Physiology, in the Exercise and Sport Science stream.

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, 20%; short tests and assignments, 10%; final examination, 30%; laboratory and field test competency 40%

HPE2102 SPORTS BIOMECHANICS

Campus Footscray Park and City Flinders Street (Biomechanics Laboratory)

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 practice and data handling in sports biomechanics.

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 Essay, 20%; Lab work, 30%; final exam, 50%.

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 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%.

HPE2104 EXERCISE PHYSIOLOGY

Campus Footscray Park

Prerequisite(s) SBM117 Human Physiology

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, both nutritional and biochemical, and neural mechanisms controlling movement and associated exercise responses. The second part of the unit examines longer term (chronic) physiological responses of exercise training, with foci on cardiorespiratory and musculoskeletal adaptations. 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, indirect measurement of body fat 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 core and elective studies in the Exercise and Sport Science Stream.

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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 every second week.

Assessment Final examination, 60%; mid-semester examination, 25%; laboratory quizzes, 10%; laboratory oral exam, 5%.

HPE2112 HISTORY OF SPORT

Campus Footscray Park

Prerequisite(s) Nil

Content The subject aims to trace the history of physical education and sport from ancient to modern times. Its purpose is to assist students in developing an understanding of the historical foundations of physical education and sport so that they will be equipped to undertake further work in the socio-cultural study of human movement. Students will be encouraged to seek out the meanings that sport and physical education held for people during different historical periods, and to identify the linkages between modern sports and physical education and their earlier counterparts. Special emphasis will be given to the origins of the Olympic Games, the modernisation of sport, the diffusion of the games ethic through the British Empire, and the development of physical education and sport in Australia. The subject also aims to assist students in gaining an appreciation of the different theoretical and methodological approaches related to the history of sport and physical activity in society.


Subject Hours Three hours per week for one semester comprising two one-hour lectures and one one-hour tutorial.

Assessment Written assignments, 65%; final examination, 35%. All components of assessment must be satisfactorily completed.

HPE2120 MOTOR CONTROL

Campus Footscray Park and City Flinders

Prerequisite(s) HPE1102 Biomechanics; HPE1204 Exercise Physiology

Content The subject introduce 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.


Required Reading Articles as advised

Assessment Written assignments, 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 posture.


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%.

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 essential 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.


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%
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.


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 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%.

HPE3102 CAREER AND PROFESSIONAL DEVELOPMENT (EXERCISE SCIENCE)
Campus Footscray Park

Prerequisite(s) HPE1102 Career and Professional Development 1st

Content This subject will cover resume 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: networking, the career placement board, and career site: www.staff.vu.edu.au/hmrpcpd; Human Movement CPD. A comprehensive business report.

**HPE3111: Sport and Social Analysis**

**Campus**: Footscray Park

**Prerequisite(s)**: HPE1115 Introduction to Human Movement Studies, or equivalent.

**Content**: The subject focuses on 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 to 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 the understanding of 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%.

**HPE3112: Career and Professional Development**

**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 curricular experiences. These are documented according to the guidelines of the Victoria University Career Portfolio. Students are taught how to develop their portfolios through 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. This subject provides 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 supervision of appropriate industry supervisors and a comprehensive business report.

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

**Subject Hours**: Equivalent to three hours per week over 1 semester - comprising lectures, presentations, seminars, on-line activities, workshops, guest speakers and a 140-hour career placement.

**Assessment**: Interview assessment 15%, Reflective assignment 15%, Report 70%.

**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 one-hour tutorial.

**Assessment**: Written papers, final examination, and tutorial responses. Note: The methods and proportion of assessment are to be negotiated between students and the lecturer.

**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. Students are taught 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**: Written papers, final examination, and tutorial responses. Note: The methods and proportions of assessment are to be negotiated between students and the lecturer.

**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 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%.

**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.

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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%.

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 2: 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 2: Leadership; HPE2136 Career and Professional Development Placement 1: Leadership; or equivalent.

Content: The purpose of this subject is to undertake an examination of 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: Field Experience Manual.

Subject Hours: 140 hours in the selected programming, planning and management organisation.

Assessment: Satisfactory/unsatisfactory. Compliance with all requirements as established on the contract, submission of a satisfactory evaluation by the agency and submission of an evaluative report within two weeks of the placement.

HPE3133 GRADUATING PROJECT

Campus: Footscray Park
Prerequisite(s): Completion of a sufficient proportion of the requirements for the Bachelor of Applied Science – Human Movement (normally not less than two years full-time study); or equivalent.

Content: Graduating Project provides an environment for students to integrate the knowledge and skills gained through specialist subjects into the consolidated knowledge of Human Movement and Physical Education.

Required Reading: To be advised by Lecturer.

Subject Hours: Three hours per week for one semester comprising three hours of lecture/seminar/tutorial.

Assessment: Reports (50%); project (50%). All components of the assessment must be satisfactorily completed.

HPE3200 PROFESSIONAL ETHICS

Campus: Footscray Park
Prerequisite(s): HPE1103 Philosophy of Exercise Science and Human Movement

Content: The core lecture topic areas include: 1) the nature of, and skills required in, ethical inquiry, 2) postmodernism and its effect on physical education teaching and curricula, 3) the issues of freedom, paternalism and other ethical principles and their effects on the ethics of coaching, fitness instruction, and exercise therapy/rehabilitation and research 4) the notion of virtue and an understanding of sport and exercise as educative and 5) the effect of globalization on sport technology and science. The elective topic areas may include: amateurism/professionalism, sex equality, racism, cheating and fair play, Olympism, drug use and abuse, violence, coaching and children's rights, and sport and the law.


**Subject Hours** Two hours of lectures and one hour of tutorial per week for one semester.

**Assessment** Mid-Semester Examination 40%, Final Examination 60%.

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**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. The 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%.

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**HPE3218 EXERCISE SCIENCE FOR CHILDREN AND ADOLESCENTS**

**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 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 familiarise 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 ethics and ethical considerations, as well as to link, where possible, physiological and biomechanical approaches, to enhance overall understanding. Students are strongly advised to take HPE1204 Sports Physiology, HPE1202 Biomechanics and HPE2103 Growth, Development and Ageing.

**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%.

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**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%.

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**HPE4300 DIRECTED STUDIES 1A (1 UNIT)**

**HPE4310 DIRECTED STUDIES 1B (1 UNIT)**

**HPE4320 DIRECTED STUDIES 2A (2 UNITS)**

**HPE4330 DIRECTED STUDIES 2B (2 UNITS)**

**HPE4340 DIRECTED STUDIES 3 (3 UNITS)**

**HPE4350 DIRECTED STUDIES 4 (4 UNITS)**

**Campus** Footscray Park

**Prerequisite(s)** Nil

**Content** Directed Studies provides the opportunity for students to acquire, broaden or deepen knowledge and skills in a topic area related to the undergraduate Physical Education, Recreation, or Performance Studies course. The directed study will be flexible, permitting a whole range of equivalent exercise to be included. The main criterion for acceptance is that the nature and scale of the activity is considered by the supervisor to be appropriate for the course and the credit hours of the subject. Examples of likely ways in which study may be directed include the following: critical reviews/papers, annotated bibliography, instrumentation design, pilot project, performance piece, performance critique, etc.

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

**Subject Hours** Independent study. Contact to be arranged by supervisor.

**Assessment** Contracted educational exercises (e.g. annotated bibliographies, review paper(s), instrumentation design, pilot project, performance piece, performance critique, etc.), 100%.

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**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.

**Subject Hours** Four hours per week for one semester in practical/rehearsal.

**Assessment** Progressive assessment based on contribution to rehearsal process and the production, 50%; performance, 50%.

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**HPE4610 DRAMA COMPOSITION**

**Campus** Footscray Park

**Prerequisite(s)** Nil

**Content** This subject provides the opportunity to examine contemporary methods devices and modes of presentation in drama and to provide and develop these in the making of an original work. Included for study are, sources of conception, text, documentary and image, methods of development, writing, improvisation and scripting organisation and development of imagery, rhythm and tension, the performing space and the performer's relationship to audience. Emphasis is placed on critical evaluation.

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

**Subject Hours** Four hours per week for one semester comprising one one-hour lecture, one one-hour tutorial and one two-hour practical/seminar.

**Assessment** Presentation of composition 1, 40%; presentation of composition 2, 60%.

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**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 advised by supervising staff and host.

**Subject Hours** Four hours per week for one semester as arranged between supervising staff and host company. Supervising staff and student to meet at least once a week.

**Assessment** Progressive assessment during rehearsal and production as assessed by host and supervising staff, 60%; presentation/performance, 40%.

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**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.

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

**Assessment** Folio of critiques, 60%; progressive assessment and contribution to class, 40%.

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**HPE5100 NETBALL**

**Campus** Footscray Park, Melton

**Prerequisite(s)** Nil

**Content** The aim of this subject is to introduce students to the sport of Netball Students will be provided with the opportunity to develop their own individual skills and their knowledge and understanding of team skill. Netball will be studied in an historical and sociocultural context and the contribution of sport science to the modern game will be examined.

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

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

**Assessment** Skill development, 50%; assignment, 20%; examination, 30%.

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**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.
### HPE5140 SOCCER
**Campus** Footscray Park, Melton  
**Prerequisite(s)** Nil  
**Content** The aim of this subject is to introduce students to the sport of soccer. Students will be provided with the opportunity to develop their own individual skills and their knowledge and understanding of team skill. Soccer will be studied in an historical and sociocultural context and the contribution of sport science to the modern game will be examined.  
**Required Reading** To be advised by lecturer.  
**Subject Hours** Three hours per week for one semester comprising one one-hour lecture and one two-hour practical.  
**Assessment** Skill development, 50%; assignment, 20%; test, 30%.  

### HPE5170 CRICKET
**Campus** Footscray Park, Melton  
**Prerequisite(s)** Nil  
**Content** The aim of this subject is to introduce students to the sport of cricket. Students will be provided with the opportunity to develop their own individual skills and their knowledge and understanding of team skill. Cricket will be studied in an historical and sociocultural context and the contribution of sport science to the modern game will be examined.  
**Required Reading** To be advised by lecturer.  
**Subject Hours** Three hours per week for one semester comprising one one-hour lecture and one two-hour practical.  
**Assessment** Skill development, 50%; assignment, 20%; test, 30%.  

### 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.  

### HPE6270 TENNIS
**Campus** Footscray Park, Melton  
**Prerequisite(s)** Nil  
**Content** The aim of this subject is to introduce the game of tennis. The game will be examined from the following perspectives: physiology and biomechanics of stroke production; rules and interpretation; history of tennis; analysis; umpiring and refereeing; tournament organisation; doubles and singles play etiquette.  
**Subject Hours** Three hours per week for one semester comprising one one-hour lecture and one two-hour practical.  
**Assessment** Skill analysis, 30%; term paper or test, 30%; class presentation, 40%. All components of assessment must be satisfactorily completed.  

### 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.  
**Assessment** Assignments/projects 30%; skills development, 30%; theory application 40%. All components of assessment must be satisfactorily completed.  

### HPE7010 CANOEING AND KAYAKING
**Campus** Footscray Park, Melton  
**Prerequisite(s)** HPE1340 Swimming 1 or the equivalent.  
**Content** This subject imparts paddling and boat handling skills in kayaks and open Canadian canoes on still water, open water and down river (to grade 2 white water). It also teaches safety rules and procedures associated with canoeing and canoeing equipment. Most teaching will be done on local waters but will include at least one intensive experience on a major Victorian river on a weekend trip basis. Other areas of instruction covered may include rolling and rescue in kayaks, slalom course negotiation, canoe polo, and additional training regimes that employ canoe games. All instruction in white water/touring kayaks and canoes.  
**Required Reading** To be advised by lecturer.  
**Subject Hours** Three hours per week for one semester comprising practical water sessions with some seminars.  
**Assessment** Progressive assessment, 50%; canoeing weekend, 30%; test, 20%.  

### HPE7030 ROCK CLIMBING
**Campus** Footscray Park, Melton  
**Prerequisite(s)** Nil  
**Content** Students will study the theory of Top roping and Abseiling. Practical instruction will cover knot tying, equipment, safety procedures, belaying techniques, communications and movement on rock face and abseiling techniques.  
**Required Reading** To be advised by lecturer.  
**Subject Hours** Three hours per week for one semester comprising one hour theory 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
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 distinction between Alpine and Cross Country Skiing; review pre-ski fitness, health, personal welfare and hypothermia; introduce skiing technique, progression, movement, teaching techniques; progression, psychology of learning to ski; clothing-design/materials/layering; accident procedures.
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.

HPE7080 SAILING
Campus Footscray Park, Melton
Prerequisite(s) HPE1340 Swimming I 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 rope 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.

HPE7100 BUSHWALKING
Campus Footscray Park, Melton
Prerequisite(s) Nil
Content An activity subject designed to give students an understanding of the physical, mental and social demands of bushwalking and lightweight camping. Caring for, and appreciation of the bush environment will be a major emphasis of the subject. The subject commences with formal classes to teach students navigation and basic camp craft (including tent pitching, cooking with fuel stoves, using a back-pack, hygiene and basic first-
aid in the bush. Students will then be required to participate in planned bushwalks.

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

**Subject Hours** Three hours per week for one semester comprising one hour theory and two hours practical or 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.

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### HPE7102 ADVANCED BUSHWALKING

**Campus** Footscray Park, Melton

**Prerequisite(s)** HPE7100 Bushwalking or equivalent.

**Content** This subject is activity based and builds on the skills and experience acquired in HPE7100 Bushwalking. Upon completion of the subject, students should be aware of and able to demonstrate satisfactorily the skills and techniques involved in participating on and planning of safe, responsible and meaningful extended lightweight bushwalking trips. This would include advanced navigation, leadership, campcraft, trip management and remote first aid. Following a period of supervised preparation students will undertake an extended bushwalk in an appropriate location. Students will operate in small groups providing detailed route maps, food and equipment lists, trip journals and an environmental audit.

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


**Subject Hours** Three hours per week for one semester comprising one hour theory/lecture and two hours practical or equivalent. Subject hours will comprise preparatory lectures and one field trip of five to seven days.

**Assessment** Planning task, 40%; test 30%; skill development 30%. All components of assessment must be satisfactorily completed.

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### HPE7105 SKI TOURING AND SNOW CAMPING

**Campus** Footscray Park, Melton

**Prerequisite(s)** HPE7100 Bushwalking plus at least one of: HPE7050 Cross Country Skiing and/or HPE7070 Snow Skiing (for their equivalents).

**Content** This 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 students, staff and the environment. 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 three-hour lecture.

**Assessment** Expedition proposal, 10%; expedition plan, 60%; expedition, 30%; and mid-semester test, 20%.

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### 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.


**Subject Hours** Three hours per week for one semester comprising one three-hour lecture.

**Assessment** Written review of selected case studies, 30%; research project, 50%; and mid-semester test, 20%.

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### HPE8010 DRAMA 1A

**Campus** Footscray Park, Melton

**Prerequisite(s)** Nil

**Content** This subject introduces students to basic theatre skills. Students will learn the use of action and acting techniques that release inhibition and lead to effective dramatic and comic interaction with an audience. Students will visit at least five performances in and around Melbourne and critically review them. Extensive reading in play
texts is fostered to expose students to the modern plays/performances, Australian and otherwise.

Required Reading To be advised by the lecturer.

Recommended Reading To be advised by the lecturer.

Subject Hours Three hours per week for one semester comprising practical and seminar sessions.

Assessment Progress assessment (30%); theatre reviews (25%); overview papers (20%); presentation/performance (25%).

HPE8020 PRODUCTION: MINOR PROJECT

Campus Footscray Park, Melton

Prerequisite(s) HPE8010 Drama 1A; or equivalent.

Content This subject involves students in the research, compilation, rehearsal final production and performance of a theatrical piece. This may be a play, a piece of documentary theatre, or a performance of collage worked up from improvisations. Emphasis is laid on students developing their own skills and learning the basics of new ones in the area of acting, lighting, sound, costume and presentation of sound cue tapes. Students will be encouraged to involve themselves fully and will be given basic instruction in lighting sound and technical operation.

Required Reading To be advised by lecturer.

Subject Hours Three hours per week for one semester in practical/rehearsal.

Assessment Progress assessment based on contribution to developing the production and completion of tasks, 50%; performance, 50%.

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 for practice; and present the whole process clearly and accurately in a formal thesis normally between 7000 and 15,000 words.

Required Reading To be advised by lecturer.

Subject Hours The research process will be monitored by regular meetings with the supervisor in light of the agreed upon thesis proposal. On the advice of the supervisor, students may be required to undertake coursework studies to acquire or develop the knowledge and skills required to successfully complete the thesis.

Assessment The final thesis will be examined by two academics with expertise in the specific area of the research. These may be internal or external to the School and will not include the supervisor. This examination will constitute 100% of the assessment and will not include the supervisor. Each examiner will independently recommend one of the following outcomes to his/her assessment of the thesis: pass without further examination; pass subject to corrections to the satisfaction of the School's Honours Courses Committee; deferred for resubmission after major revision; fail. In the event that there is a major disagreement between the examiners, a third examiner will be appointed.

HPL1185 INTRODUCTION TO RECREATION AND FITNESS

Campus Footscray Park, Melton

Prerequisite(s) Nil

Content The introduction to the field of recreation and fitness from the community service, public and commercial perspectives will provide the focus to this subject. It will assist students to gain an understanding of basic leisure, fitness and play theory so they can develop a personal and professional philosophy about recreation, fitness and leisure. Theoretical approaches to the socialisation process will be discussed in order to understand human motivation in the context of recreation and physical activity pursuits. The historical development of recreation and fitness services in Australia and to a 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 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%. 
HPL3216 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%.

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%; practical components, 25%; practical skills assessment, 25%; progress and participation, 25%.

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 Medal and Award.
Subject Hours Two hours per week for one semester comprising one two-hour lecture/laboratory.
Assessment Lecture and practical attendance, 20%; theory component, 50%; practical examination, 30%.

HPL3095 TEACHING SWIMMING
Campus Footscray Park, Melton.
Prerequisite(s) Ability to swim.
Content AustSwim Teaching and Water Safety Certificate Course.
Required Reading AustSwim Text.
Subject Hours Two hours per week for one semester comprising lecture/theory and practical swim laboratories.
Assessment AustSwim Log Book, AustSwim supervised lesson plans for 20 hours practical teaching; Practical examination: stroke technique and life saving component; theory examination, short answer and multiple choice (minimum score of 60% for AustSwim Accreditation); CPR – a current CPR Certificate (photocopy proof) with updates to CPR qualification recommended every 12 months.

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.
FACULTY OF HUMAN DEVELOPMENT

HPR031 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 syendicate member (30%).

HPR034 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.
Subject Hours Equivalent to 3 hours per week.
Assessment Individual Essay/Project (30%), Quizzes (40%), Work integrated learning/industry based project (30%).

HPR0232 PARK MANAGEMENT
Campus Footscray Park
Prerequisite(s) Nil
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%).

HPR031 FINANCIAL MANAGEMENT IN RECREATION
Campus Footscray Park
Prerequisite(s) Nil
Content The management of finances is an important component in the delivery of any recreation service. This subject aims to develop a sound understanding of financial management principles and practice within the recreation industry. The content will cover the general financial concepts such as budgets, cash flow, financial statements, pricing, control systems, etc. and then apply them through practical exercises from the recreation industry.
Required Reading Case Study Manual to be provided.
Subject Hours Four hours per week for one semester comprising one two-hour lecture and one two-hour tutorial.
Assessment Assignments and/or tutorials, 50%; major financial plan report, 50%. All components of assessment must be satisfactorily completed.

HPR043I HONOURS THESIS (FULL-TIME)
Campus Footscray Park
Prerequisite(s) Nil
Content The Honours thesis is designed to be an educational experience that gives the student the opportunity to conceptualise, design, implement and evaluate a specific research project related to recreation management. Unlike a Masters or Doctoral thesis, the Honours thesis is not expected to, although it may, contribute to a discipline’s body of knowledge. The broad aim of the subject is to promote the development of the student as an independent researcher. The specific aims are to develop and use the skills necessary to conduct a research project and present a formal written thesis. The student should be able to generally display the resourcefulness and academic rigour required of an independent researcher. More specifically, the student should be able to: identify/construct a research problem or issue; review the relevant literature; determine appropriate methods (including ethics) to study the problem; collect and analyse data, use 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 research proposal. On the advice of the supervisor, students may be required to undertake coursework studies to acquire or develop the knowledge and skills required to successfully complete the thesis.
Assessment
The final thesis will be examined by two academics with expertise in the specific area of the research. These may be internal or external to the School or the University and will not include the supervisor. This examination will constitute 100% of the assessment. Each examiner will independently recommend one of the following outcomes to her/his assessment of the thesis: a) pass (with an appropriate letter grade) without further examination; b) pass (with an appropriate letter grade) subject to corrections to the satisfaction of the School’s Honours Courses Committee; c) deferred for resubmission after major revision; d) deferred for resubmission after major revision; or d) fail. In the event that there is a major disagreement between the examiners, a third examiner will be appointed.

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 qualitative, quantitative or other appropriate methods and techniques; report the results, discuss the results in the context of the review of literature, draw conclusions, evaluate the process undertaken and make recommendations for future research and for practice; and present the whole process clearly and accurately in a formal thesis normally between 7000 and 15,000 words.
Required Reading To be advised by lecturer.
Subject Hours The research process will be monitored by regular meetings with the supervisor in light of the agreed-upon research proposal. On the advice of the supervisor, students may be required to undertake coursework studies to acquire or develop the knowledge and skills required to successfully complete the thesis.
Assessment The final thesis will be examined by two academics with expertise in the specific area of the research. These may be internal or external to the School or the University and will not include the supervisor. This examination will constitute 100% of the assessment. Each examiner will independently recommend one of the following outcomes to her/his assessment of the thesis: a) pass (with an appropriate letter grade) without further examination; b) pass (with an appropriate letter grade) subject to corrections to the satisfaction of the School’s Honours Courses Committee; c) deferred for resubmission after major revision; d) deferred for resubmission after major revision; or d) fail. In the event that there is a major disagreement between the examiners, a third examiner will be appointed.

HPR1101 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%).
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, music, low-organised games, social recreation, recreational sport, art and craft, nature, and outdoor adventure activities.

Required Reading

Recommended Reading

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

Recommended Reading

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 effect it; and, 9. globalisation and popular culture.

Required Reading

Recommended Reading
Bilton, T. et al. (1987). Introductory sociology (2nd ed.). London: The Macmillian Press. Selected reading material from relevant monographs and journals will be available on Closed Reserved at the Footscray Park Campus Library of Victoria University of Technology.

Subject Hours 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%).

HPR1201 RECREATION MANAGEMENT

Campus Footscray Park
Prerequisite(s) Nil

Required Reading

Subject Hours Equivalent to 3 hours per week
Assessment Individual Project - 1000 words (30%), Applied Management Syndicate Work Based Learning Project - 2,000 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; 6. the role of the Recreation Programming Manager; 7. development of material for work integrated learning; 8. undertaking a work integrated learning project; 9. program evaluation and its use in planning; 10. program settings and their effect on the program and creativity in programming; 11. Marketing, Promotion, and Public Relations; 12. Human Resource Management, including Volunteer Management; 13. Problem Solving and Decision Making in the Management Context; 14. Stress Management and Conflict Resolution; and, 15. Quality Assurance, Best Practice, Benchmarking and Evaluation Approaches in Management.

Required Reading
Current Available Text Book - Student to be advised

Recommended Reading

Subject Hours Equivalent to 3 hours per week
Assessment Individual Project - 1000 words (30%), Applied Management Syndicate Work Based Learning Project - 2,000 words (35%), Take Home Examination (35%). All components of assessment must be satisfactorily passed.
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%).

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**HPR1205 COMPUTERS IN RECREATION**

**Campus** Footscray Park

**Prerequisite(s)** Nil

**Content** The subject topics that will be applied to recreation settings include: 1. computer technology and processes; 2. impact of computing on lifestyles including recreation; 3. windows platform processes (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 spreadsheet (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%).

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**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, disability; 8. duty of care; and, 9. safety issue.


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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 marketing 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.

HPR2301 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.


HPR2302 RECREATION CAREER DEVELOPMENT 2

Campus Footscray Park & Melton

Prerequisite(s) Nil

Content 1. Students learn a number of job-hunting strategies and practically apply these to a search using currently advertised positions; 2. The Holland Self Directed Search is completed to introduce the students to the importance of self-understanding in any job search - students apply the search to themselves; 3. Information interviewing is taught to the students who then go out into the recreation industry to conduct an information interview with a person in a job position to which the student aspires; 4. Collection and analysis of all recreation related job advertisements in newspapers over several weeks; 5. Students obtain and interpret a job description for a real job that appeals to them; 6. Students learn job interview techniques and practice job interviewing using the job description; and, 7. Students write a resume tailored to the job of their choice.

Required Reading Students will work with material such as: The Age Newspaper ‘My Career’ section. The Australian newspaper job advertisement sections. Seek.com web site. Victoria University Career web site


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


**Subject Hours** Equivalent to 3 hours per week with a 1 hour lecture and a 2 hour workshop

**Assessment** Small Groups Detailed Plan and Post Field Trip Report – 1500 words (35%), Participant Trip Journal Report for Two Activities (20%), Individual Essay – Philosophy and Values of Outdoor Recreation – 1500 words (35%), Single Outdoor Recreation Activity Resource Guide (10%).

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**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, organising and delivering recreational events; 3. an introduction to resource management for events; 4. teamwork and group processes that are integral to event delivery; 5. hands on experience of event delivery from the concept design stage through to the planning, implementation and evaluation stages through industry based projects at YU 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 with a 1 hour lecture and a 1 hour tutorial

**Assessment** Individual Essay - 1500 words (20%), Examination (25%), Program project (25%), Small Group Project (30%).

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**HPR2305 SOCIAL PSYCHOLOGY OF RECREATION**

**Campus** Footscray Park & Melton

**Prerequisite(s)** Nil

**Content** The subject topics include: 1. psychological nature of leisure; 2. determinants of leisure; 3. nature of play; 4. development, socialisation 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%)

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**HPR2401 RESEARCH & EVALUATION IN RECREATION**

**Campus** Footscray Park & Melton

**Prerequisite(s)** Nil

**Content** The subject topics that will be applied to recreation settings include: 1. research and evaluation processes; 2. quantitative and qualitative research; 3. measurement (validity and reliability); 4. surveys and samples; 5. descriptive quantitative analysis (central tendency, deviation); 6. importance-performance analysis; 7. interviewing and response recording; 8. constant comparison coding analysis; 9. strength and weaknesses analysis; 10. data management and presentation; 11. report writing and; 12. research politics and ethics.


**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%).

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**HPR2402 HUMAN RESOURCE MANAGEMENT IN RECREATION**

**Campus** Footscray Park & Melton

**Prerequisite(s)** HPR1201 - Recreation Management 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. 1. 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 2. acquisition of human resources – human resource planning, recruitment, interviewing, screening, selection process and practices, equal opportunity, workplace diversity; 3. motivation of human resources – motivation and job satisfaction and enrichment, matching skills to role performance, stress management, burn out, and discipline; 4. development of human resources – employee and volunteer orientation, induction, training, career and volunteer development, management and organisation development; 5. maintenance of human resources - benefits and services, rights and responsibilities of management, employees, volunteers and the organisation, health and safety, and collective bargaining; 6. development of effective, efficient and relevant human resource and volunteer management policies and strategies, including key result areas and performance management; 7. 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; 8. roles and functions of a Manager (Co-ordinator) of Volunteers; 9. approaches to performance review and exit processes and practices; and, 10. evaluation and monitoring of people management within the organisation.

HPR2403 RECREATION FOR CHILDREN & YOUTH

Campus Melton

Prerequisite(s) Nil

Content Topics for investigation are as follows: 1. child development and adolescent development; 2. current issues in working with children and young people; 3. program design for children and young people; 4. recreation services available for young people; 5. special communication skills for children and youth; 6. moral and ethical considerations associated with provision of recreation for young people; 7. working with young people with additional needs; 8. inclusive programming models; and, 9. observation techniques.


Subject Hours Equivalent to 3 hours per week.

Assessment Assessment items include: Facility visit practical and worksheet (20%), Child observation practical and worksheet (10%), Case study essay – 1500 words (30%), Group paper – 3000 words (40%), Presentation (10%)

HPR3501 LEGAL ISSUES IN RECREATION

Campus Footscray Park & Melton

Prerequisite(s) Nil

Content The subject will cover the following topics: 1. the legal contexts of recreation services, recreation in a constitutional democracy; 2. sources of the law and the regulation of recreation; 3. law and the structure of recreation service providers (sole agent, corporations, voluntary associations); 4. disputes, litigation, adversarial procedures and other resolutions; 5. regulation by statutory authorities; 6. contracts, their nature, maintenance and breaches; 7. negligence and other liability in tort; 8. criminal liability and statutory offences; 9. employment lay and occupational health and safety; 10. discrimination laws - free and equal access; and, 11. dealing with various legal practitioners.


Subject Hours Equivalent to 3 hours per week.

Assessment Assessment items include: Facility visit practical and worksheet (10%), Child observation practical and worksheet (10%), Case study essay – 1500 words (30%), Group paper – 3000 words (40%), Presentation (10%)

HPR2404 RECREATION & COMMUNITY DEVELOPMENT

Campus Footscray Park

Prerequisite(s) Nil


Recommended Reading Additional reading will be included in a collection of journal and other periodical articles.

Subject Hours 3 hours per week made up of a one one-hour lecture with a two hour tutorial

Assessment Individual Essay - Profile of a Community Development - 1500 words (20%), Mid-term Examination (20%), Small group project and presentation (35%), Final exam (25%)

FACULTY OF HUMAN DEVELOPMENT
HPR3502 RECREATION PLANNING & POLICY

Campus Footscray Park & Melton

Prerequisite(s) Nil

Content The subject will cover the following topics: 1. recreation planning and policy context; 2. recreation planning's impact on urban, regional, state and National policy and development; 3. goals and objectives; 4. recreation needs Assessment, recreation benefits analysis; 5. recreation planning methodology, development of project briefs; 6. community consultation; 7. management plans; 8. policy development; and, 9. feasibility studies.


HPR3503 LEISURE AND AGEING

Campus Footscray Park

Prerequisite(s) Nil

Content The subject will cover the following topics: 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 programs 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 (35%), 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 Assessment will be based on: 1. An applied Case Study Manual – this will require a work integrated learning approach based at VU Aquatic and Fitness Centre (30%); and 2. Development of a financial plan for a recreation services – 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 product (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/ exchange 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 targeted 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.


Subject Hours Equivalent to 1 hours per week classroom learning and 200 hours in the field on placement.


HPR3603 LEISURE EDUCATION & LEISURE 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 contemporary 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.


Subject Hours Equivalent to 3 hours per week

Assessment Individual Project - 1000 words (30%), Individual Exercise - 1000 words (20%), Syndicate Programme Development Project (50%). All components of assessment must be satisfactorily completed.

HPR3604 RECREATION FACILITY MANAGEMENT

Campus Footscray Park

Prerequisite(s) Nil


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.

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 (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%)
FACULTY OF HUMAN DEVELOPMENT

HPS1111 SPORT HISTORY AND CULTURE
Campus Sunbury
Prerequisite(s) Nil
Content This subject will provide students with a cultural, recreational and commercial framework within which they can locate Australia's major sporting institutions. The first part of the subject will focus on the history, traditions and cultural significance of some of our most popular pastimes, including swimming, the various football codes, tennis, golf, cricket, netball, horse racing and motor racing. The second part of the subject will consider the commercial development of these, and other recreational practices. Special attention will be given to the central issue of gender and sport, national and state sport parent bodies, local community and voluntary organisations, and media bodies. The impact of commercialisation, technological innovation, and lifestyle change on participation, access and equity will also be examined.
Subject Hours Three hours per week for one semester comprising two one-hour lectures and one one-hour tutorial.
Assessment Seminar papers, 20%; research paper, 25%; written tests, 20%; class participation, 10%; examination 25%.

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 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 impact of commercialisation, technological innovation, and lifestyle change on participation, access and equity will also be examined.
Required Reading Battisutta, S., and Duncan, S. (1998) Accounting for non-accountants, Longman
Subject Hours Three hours per week for one semester comprising two one-hour lectures and one one-hour tutorial.
Assessment Financial plan for a sporting organisation, 30%; semester tests, 30%; financial report, 20%; case study analysis, 20%.

HPS1116 SPORT ADMINISTRATION FOUNDATIONS I
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%).

HPS1117 SPORT POLITICS AND SOCIETY
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).
HPS1140 EXERCISE AND SPORT SCIENCE 1

Campus: Sunbury
Prerequisite(s): Nil

Content: This subject aims to introduce students to the science and technology of sport and physical activity, and their impact on sporting performance, coaching and team management. The foundations of exercise physiology, biomechanics, motor learning and sport psychology will be examined, and the equipment and facilities used to facilitate their application to athletic conditioning and training will be reviewed. An analysis of the science and technology of sport will be complemented by a discussion of the ways in which coaches, conditioners and team managers can extend their knowledge of the ‘technical’ dimension of their professional responsibilities, and how this knowledge can be used to better manage their athletes and promote their sport.


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%.

HPS1170 PHYSICAL ACTIVITY PROGRAMS

Campus: Echuca
Prerequisite(s): Nil

Content: This subject aims to provide students with an introduction to ta 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%).

HPS1218 SPORT ADMINISTRATION FOUNDATIONS 2

Campus: Sunbury
Prerequisite(s): Nil

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%).

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): BHO1171 Introduction to Marketing; or equivalent.

Content: Students will be introduced to a variety of strategies that may be used to broaden the funding base of sporting organisations. Students will also be given a sound knowledge of the processes and procedures in sourcing and servicing sponsorships. The first part of the subject will focus on sponsor objectives and benefits, identifying and approaching sponsors, and packaging sponsorships. The second part of the subject focuses on developing a sponsorship proposal, negotiating the sponsorship, the sponsorship agreement, and managing the sponsorship. The third part of the subject will cover ambush marketing, evaluating the sponsorship, and the renewal process. Attention will be given to
fundraising and managing the media. Students will be required to prepare and present a sponsorship proposal.


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

**Assessment** Tutorial reading and participation 15%, tutorial presentation 50%, Final examination 35%. All components of assessment must be satisfactorily completed.

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**HPS3002 LEGAL ISSUES IN SPORT**

**Campus** Sunbury

**Prerequisite(s)** Nil


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


**Subject Hours** Three hours per week for one semester comprising of one-two hour lecture/seminar and one one-hour tutorial.

**Assessment** Two class tests (20% each = 40% total) Assignment (40%) Class Presentation (20%).

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**HPS311 SPORT EVENT 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%.

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**HPS313 ETHICS AND SOCIAL POLICY IN SPORT**

**Campus** Sunbury

**Prerequisite(s)** HPS1111 Sport History and Culture or equivalent.

**Content** The aims of this subject are twofold. The first aim is to develop the student’s awareness and appreciation of the ethical dimensions of the practitioner’s and administrator’s role within the sport industry. It is designed to develop the student’s ability to analyse the ethical components of the many issues, practices and relationships within sport so that the students functioning within these contexts will be ethically informed. The second aim is to give students an understanding of mechanics of sport policy and how it can be informed by an ethical framework. The core lecture topic areas include: the nature of ethical inquiry, the nature of professionalism and codes of conduct, business ethics, equity, access and environmental concerns, the nature of personhood and respect for persons. Additional topics for student exploration include health and exercise, sex equality, cheating and fair play, ageing, mass participation versus elite sport, ecology, coaching and children’s rights, technology, drug control, HIV/AIDS, and animal rights.

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


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

**Assessment** Test, 30%; project, 30%; research paper, 40%.

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**HPS323 SPORT CAREER DEVELOPMENT**

**Campus** Sunbury

**Prerequisite(s)** HPS1221 Sport Career Development 1

**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 career goals and design an action plan to reach these goals. 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 targeted resumes (based on their portfolios), and job interviews. Each student is encouraged to select and secure their final placement strategically.
so that they optimise their placement experience, their networking opportunities and possible employment opportunities. All of these outcomes should be aligned to their career goals. Students will develop generic sports administration skills and augment specific skill areas (i.e. marketing, event management, research, sport development, facility management) during their supervised placement.

**Required Reading**


**Recommended Reading**


**Subject Hours**

Equivalent to one hour per week classroom learning and 200 hours in the field on placement

**Assessment**

Section A: Completion of all self-understanding activities contained in the ‘My Career’ booklet provided. Career Map: Summary of career goals and action plan. Section A is worth 20% of overall grade

**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.

**Recommended Reading**


**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%.

**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, screening and selection, training, supervision and media kit. Through examination of a broad range of media forms, this subject will give students the capacity to assess how different sports might be positioned in order to attract publicity and exposure. The underlying theme of the subject is the proposition that sport and the media are engaged in a mutually interdependent relationship, in which each benefit from contact with the other.

**Required Reading**


**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.
Assessment will include: a major project (50%); participation in workshop activities (30%); submission of issues paper (20%).

**HPS7055 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%).

**HPS7054 SPORT GAMING AND GAMBLING**

**Campus** Sunbury, Footscray Park  
**Prerequisite(s)** HPS1111 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 gambling and gaming as they relate to the horse racing industry, Australian Rules football and international cricket. Theories and models of ethnographic research are also discussed.  
**Subject Hours** The subject comprises two one-hour lectures and one one-hour tutorial. It occupies one thirteen-week semester.  
**Assessment** will include: a major project (60%); seminar paper (20%); class presentation (20%).

**HPS7057 SPORT 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 of 4000 words (60%); Seminar paper (20%); Class presentation (20%).
HPS7058 SPORT INDUSTRY DEVELOPMENT

**Program**

**Campus** Footscray Park, Sunbury

**Prerequisite(s)** BMO3200 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, team 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 arise 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%).

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 may be required to incur the costs of accommodation, living expenses etc. to attend a residential workshop. Students will be given the option of taking out the Royal Life Saving Society Pool Lifeguard Award if they are holders of the Bronze 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.


**Subject Hours**

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

**Assessment**

- Lecture participation where students review material and lead discussion (30%);
- Theory review which focuses on research design (20%).

HPS7113 SOCIAL ISSUES IN SPORT ADMINISTRATION

**Campus** Sunbury

**Prerequisite(s)** Nil

**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**


**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%.

HPS7114 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 adopt 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**


**Subject Hours**

Three hours per week for one semester comprising lectures and seminars.

**Assessment**

- Book review (10%);
- seminar presentations (25%);
- research paper (40%); final exam (25%).
Students are exposed to the variety and complexity of theatrical lighting equipment including lamps, lenses, barn doors, colour filters, special effects, dimmer boards and patch boards. Students are expected to prepare lighting design, patching, and cue sheets. The subject examines these areas from functional and aesthetic viewpoints.

Required Reading To be advised by lecturer.


Subject Hours Two hours per week for one semester comprising one two-hour tutorial.

Assessment Progressive Assessment, 50%; assignments, 20%; presentations, 30%.

HPW1170 MOVEMENT AND VOICE 1
Campus Footscray Park
Prerequisite(s) Nil

Content To build a knowledge of the separate anatomical systems and their interrelationships. To gain an understanding of the production and articulation of vocal sound. To develop articulation, range and clarity of voice and physical practice. Identification of the structures composing the anatomical systems, relating form and pattern to function and demonstrating the three dimensional relationships existent in selected regions. Development and production of the voice with a focus on breathing, posture and muscular involvement.


Subject Hours Four hours per week comprising two two-hour seminar/workshops.

Assessment Progressive assessment (attention to and completion of practical tasks and processes within workshop classes), 40%; assignments, 60%.

HPW1190 FOUNDATION PERFORMANCE
Campus Footscray Park
Prerequisite(s) Nil

Content This subject will give students the foundations for the development and understanding of their own potential for performance by extending their repertoire of methods of expression through different modes of performance. The subject also introduces material on improvisation, composition, visual design, and movement techniques based on alignment and ideokinetic principles. The subject offers students practical experience for personal expression through improvisation and prepared work in a range of performance modes, including the textual, visual, and kinetic; workshop production, and the bases of rehearsal, concept, and effective interaction; ideokinetic and Laban principles: space, rhythm, and dynamics of movement and voice; structures for group and individual improvisation; and concepts of visual design in contemporary performance. On completion of the subject, students should have: an enlarged repertoire of methods of expression through different modes of performance; an integrated understanding of movement and vocal skills and visual design; and the ability to observe and analyse performance and visual arts.


Subject Hours Eight hours per week for one semester comprising one two-hour seminar and three two-hour workshops.

Assessment Progressive assessment (attention to and completion of practical tasks and processes within workshop classes and reading and writing tasks within tutorial and seminar classes), 30%; presentations, 50%; papers, 20%.

HPW1270 MOVEMENT AND VOICE 2
Campus Footscray Park
Prerequisite(s) Nil

Content To extend students’ understanding of the structure and function of the muscular and skeletal systems in relation to human movement. To promote a better balanced structure and lead to greater efficiency in movement. To allow students to develop and extend their range of vocalisation. To provide opportunities to develop skills in the techniques of observation. Experiential investigation of the muscular, skeletal and nervous systems in relation to their function in movement and body mechanics. Articulation of sound and types of sound. Exploration of tone, volume, rhythm, pitch and projection. Application of these skills to a range of texts.


Subject Hours Four Hours per week comprising two two-hour seminar workshops.

Assessment Progressive assessment (attention to and completion of practical tasks and processes within workshop classes), 40%; assignments, 60%.

HPW1280 PERFORMANCE PROJECT 1
Campus Footscray Park
Prerequisite(s) Nil

Content These subjects will provide students with an opportunity to work with an invited performance maker or professional practitioner to devise, develop, and present an original performance. The content for the subjects will be determined by the individual lecturer in consultation with the Course Coordinator. content will be drawn from a wide range of possibilities, including a consideration of the relationships between written text and performer and written text and audience;
the redefinition of space through the placement and manipulation of two and three dimensional elements, sound and light and a consideration of the relationship and engagement of viewers with the work and how it is activated or mediated by them; processes for the selection and transformation of written text, visual imagery, memory, and sound into a movement based performance; exploration of the ways in which visual images can be included within a performance, and the use of each visual technology in the composition of a work; basic concepts of sound, hearing and the vibratory nature of the human body and an understanding of the language of music through practical exercises in traditional and contemporary forms.


**Subject Hours** Seven hours per week for one semester comprising workshop, seminar, rehearsal, and performance.

**Assessment** Progressive assessment (attention to and completion of practical tasks and processes within workshop classes), 50%; documentation of process, 20%; performance, 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 technologies and processes. The subject will deal with aspects of video production such as concept, outline, treatment and script; the video camera and lenses; video recording techniques; editing and dubbing. The subject examines these areas from functional and aesthetic viewpoints.

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


**Subject Hours** Two hours per week for one semester comprising one one-hour lecture and one one-hour tutorial.

**Assessment** Two hours per week for one semester comprising one one-hour lecture and one one-hour tutorial.

**HPW2130 PERFORMANCE COMPOSITION I**

**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%.

**HPW2140 TECHNIQUE A**

**Campus** Footscray Park

**Prerequisite(s)** Nil

**Content** This subject is designed to provide practice in and to develop the student's facility in the following elements: - Relaxation and concentration: breathing; alignment, the use of imagery to promote physical efficiency; flexibility, movement sequences. Movement: transitions between basic effort actions; spatial design and orientation; rhythmic patterns.


Subject Hours Three hours per week comprising two, one and a half-hour seminar/workshops.

Assessment Progressive assessment (attention to and completion of practical tasks and processes within workshop classes), 40%; presentations 30%; assignment, 30%.

HPW2150 PERFORMANCE HISTORIES

Campus Footscray Park

Prerequisite(s) Nil

Content The subject examines the origins and evolution of performance with an emphasis on the twentieth century. A focus on the practitioners involved in the making of performance will be through the use of texts and video. Specific works will be examined and/or reconstructed in order to gain an insight into their style and structure. The diversity of performance practice will be examined through the identification of the range of concerns driving the experimentation. Contemporary alternatives resulting from ideological difference from the mainstream are also introduced.

Required Reading A subject reader will be made available to students prior to classes commencing.


Subject Hours Seven hours per week for one semester comprising workshop, seminar, rehearsal, and performance.

Assessment Progressive assessment (attention to and completion of practical tasks and processes within workshop classes), 50%; documentation of process, 20%; performance, 30%.

HPW2230 PERFORMANCE COMPOSITION 2

Campus Footscray Park

Prerequisite(s) Nil

Content Individual direction of a work using other students as performers; development of methods of notation for movement sequences and the documentation of rehearsal processes; examination of the placement of the audience in space; application of theoretical models to the analysis of students work.


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%.

HPW2240 TECHNIQUE B

Campus Footscray Park

Prerequisite(s) Nil

Content This subject is designed to provide practice in and to develop the students’ facility in the following elements. Relaxation and concentration: -breathing; alignment, the use of imagery to promote vocal range; Vocalization: - dynamic patterns; transitions in vocal range and voicings; phrasing.


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.


Subject Hours Three hours per week comprising one two-hour lecture and one two-hour seminar and workshop.

Assessment Progressive assessment, 30%; research proposal, 40%; presentation, 30%.

HPW3180 PERFORMANCE PROJECT 4

Campus Footscray Park

Prerequisite(s) Nil

Content These subjects will provide students with an opportunity to work with an invited performance maker or professional practitioner to devise, develop, and present an original performance. The content for the subjects will be determined by the individual lecturer in consultation with the Course Coordinator. Content will be drawn from a wide range of possibilities, including: a consideration of the relationships between written text and performer and written text and audience; the redefinition of space through the placement and manipulation of two and three dimensional elements, sound and light and a consideration of the relationship and engagement of viewers with the work and how it is activated or mediated by them; processes for the selection and transformation of written text, visual imagery, memory, and sound into a movement based performance; exploration of the ways in which visual images can be included within a performance, and the use of each visual technology in the composition of a work; basic concepts of sound, hearing and the vibratory nature of the human body and an understanding of the language of music through practical exercises in traditional and contemporary forms.


Subject Hours Seven hours per week for one semester comprising workshop, seminar, rehearsal, and performance.

Assessment Progressive assessment (attention to and completion of practical tasks and processes within workshop classes), 50%; documentation of process, 20%; performance, 30%.

Subject Hours Seven hours per week for one semester comprising workshop, seminar, rehearsal, and performance.

Assessment Progressive assessment (attention to and completion of practical tasks and processes within workshop classes), 50%; documentation of process, 20%; performance, 30%.

HPW3190 PSYCHOANALYSIS AND PHENOMENOLOGY

Campus Footscray Park

Prerequisite(s) Nil

Content This subject will examine the history and development of Freudian psychoanalysis and phenomenological theories and their relationship to developments in the performance and visual arts. It will introduce students to psychoanalytic and phenomenological theories as a basis for the study of texts, performances, and visual arts productions associated with the Modern and Post-Modern. It will develop students skills in applying psychoanalytic and phenomenological theories to performance, visual arts, and textual analysis and creation.

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%; presentation, 20%; essays, 40%.

HPW3210 CONTEMPORARY PERFORMANCE THEORY

Campus Footscray Park

Prerequisite(s) Nil

Content This subject examines contemporary theoretical and critical perspectives on the nature and function of performance and its relationship to the other arts, in particular, architecture and the visual arts. Particular attention is paid to semiotic, post-semiotic, and post-structuralist models, including critiques of these approaches.

Required Reading To be advised by lecturer.


Subject Hours Three hours per week for one semester comprising one one-hour lectures and one two-hour tutorial.

Assessment Progressive assessment, 40%; tutorial presentations, 20%; essays, 40%.

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 audiences, are informed and shaped by their particular social and cultural milieu from antiquity to the present day. It gives students a basis for the study of texts, performances, and visual arts productions associated with various performance styles, and equips students with skills for performance and textual analysis.

Required Reading To be advised by lecturer.


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

Assessment Progressive assessment, 30%; tutorial presentations, 40%; essays, 30%.

HPW3240 TECHNIQUE D

Campus Footscray Park

Prerequisite(s) Nil

Content This subject is designed to provide practice in and to develop the student’s facility in the following elements: Learnt and self devised movement sequences focusing on relaxation, breathing, alignment and flexibility to promote physical efficiency. Movement improvisation structures; rhythmic patterns, spatial design, effort actions designed to facilitate an increase in the students’ movement vocabulary. Structures for observation and peer group feedback mechanisms.


Subject Hours Three hours per week comprising two, one and a half-hour seminar/workshops.
Assessment Progressive assessment (attention to and completion of practical tasks and processes within workshop classes), 40%; presentation 30%; assignment 30%.

HPW3250 PERFORMANCE AND 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 two one-hour lectures and one one-hour tutorial.

Assessment Progressive assessment (attention to and completion of reading and written tasks within tutorial and seminar classes), 40%; presentations, 30%; essays, 30%.

HPW3260 THE BODY AND REPRESENTATION

Campus Footscray Park
Prerequisite(s) Nil

Content This subject will examine ideas and representations of ‘the body’ and their impact on performance-making and analysis. The aims of this subject are: to give students an understanding of the diversity of ideas and representations surrounding the human body since antiquity; to give students an understanding of the effects of these ideas on the development of performance and the other arts, and the reciprocal effects of performance and the other arts on the development of ideas of the body; to introduce students to modern critical approaches to the body; and to encourage students to make use of the variety of ideas and representations of the body in the making and analysis of performances.

Required Reading To be advised by lecturer.


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

Assessment Progressive assessment, 20%; presentation, 40%; essays, 40%.

HPW3280 GRADUATING SEMINAR

Campus Footscray Park
Prerequisite(s) Students must have satisfactorily completed a minimum of 75 per cent of coursework for the degree in Bachelor of Arts – Performance Studies.

Content This subject is designed to integrate knowledge from the preceding theoretical and historical subjects with current issues in performance and the students’ concerns in their own major performance making projects. It is designed to provide the student with the opportunity to view the role of performance in society from an informed and multi-disciplinary perspective, and to aid them in articulating the concerns and theoretical position of their own performance work. Students will be required to understand, analyse, and discuss current issues and problems in the field of performance by employing a multi-disciplinary approach and applying the broad range of knowledge acquired in preceding undergraduate subjects. The subject aims to: provide a forum for the discussion of theoretical issues arising from students’ personal work and for the linking of their personal work to concerns in contemporary performance, performance theory, and cultural theory; to foster an awareness of the historical and ideological contexts of their performances, performance analyses, and theoretical arguments; to foster the rigorous responsibility of students to mark their own positions in relation to theoretical and performative contexts; and to ensure a wide reading in, and a broadly conceived range of allusions to, diverse critical and performance schools and approaches.

Required Reading To be advised by lecturer.

Subject Hours Three hours per week for one semester comprising one 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)

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.

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 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 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 seminar sessions.
Assessment Papers, debates, presentations, projects, 100%.

HSD1112 INTRODUCTION TO HEALTH ASSESSMENT STUDIES

Campus St Albans
Prerequisite(s) Nil
Content This subject includes comprehensive health assessment techniques; professional reading, analytical and writing skills; academic referencing and styles of writing (APA format); library skills including accessing internet facilities for study and research purposes; seminar and conference preparations, presentation techniques and skills.
Subject Hours Equivalent of 32 hours organised according to teaching mode used.
HSG111 INTRODUCTION TO NURSING STUDIES

Campus St Albans
Prerequisite(s) Nil
Content This subject includes: An introduction to the Nursing Process; Aspects of Occupational health and safety; Application of Standard and Additional Precautions; Comprehensive health assessment techniques; Cultural Assessment; Therapeutic communication techniques.


Assessment Written synopsis utilising library resources (50%), Physical examination skill testing (50%)

JAC0216 WITH WOMAN: RETHINKING PAIN (CONSORTIUM SUBJECT)

Campus Distance Education
Prerequisite(s) Nil
Corequisite(s) HNM2010 Practice Allegiances;
Content Spiritual 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; Psychological; Environmental; Spiritual & culture. Pharmacological therapies: Anaesthetics; Narcotics; Analgesics. Non pharmacological therapies: Support; Water; Movement; Position; TENS. Complementary therapies: Aromatherapy; Tactile therapies; Homoeopathy. 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.

JAC0217 UNPACKING MIDWIFERY KNOWLEDGE (CONSORTIUM SUBJECT)

Campus Distance Education
Prerequisite(s) Nil

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.

JAC0219 WOMEN'S HEALTH: SOCIOPOlITICAL CONTEXT (CONSORTIUM SUBJECT)

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. 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.
JAC0335 BABIES NEEDING EXTRA CARE (CONSORTIUM SUBJECT)

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; Immunity; Immune Temperature. Care of the family: Support and counselling; Involvement in care and decision making; Education; Transition to parenthood. Ethico-legal Issues: Informed consent; Rights of the baby; Economic challenges; Maintenance of life support. Neonatal Emergency Transport Service: History of the service; Role 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.

JMO1001 WITH CHILDBEARING WOMAN (CONSORTIUM SUBJECT)

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.

JMO1003 THE CHILDBEARING JOURNEY (CONSORTIUM SUBJECT)

Campus Distance Education.
Prerequisite(s) JMO1001 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; Philosophy of care; Reflection. Module Two: Pre-conception: Sexuality; Fertility/Infertility; Premenopausal health; Environmental issues. Module Three: The baby: Embryology; Fetal growth & development; Alteration & adaptation during pregnancy; Maintenance of health; Pregnancy assessment. Module Four: Birthing: Physiological and psychosocial alteration and adaptation during birthing; Facilitating a normal process of birth; With woman; Continuity of care; Assessment; Birth without: Newborn. Module Five: After birth of the woman and baby: Adaptation to extrauterine life; Lactation; Breastfeeding practices; Attachment & bonding; Development of the family unit; Discharge planning; assessment of mother & baby.
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.

JMO3105 WOMEN’S HEALTH: WOMEN’S BUSINESS (CONSORTIUM SUBJECT)

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; Hystereotomy; 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 addiction.

**Recommended Reading**

To be advised by subject lecturer.

**SBF2739 BIOCHEMISTRY 2 (OSTEOPATHY)**

**Campus** St Albans, City Finslers

**Prerequisite(s)** SBF1718 Biochemistry 1; or equivalent.

**Content** Biological Milieu – pH, electrolytes; enzymes; specificity; units of activity; kinetics; substrate concentration; inhibition; competitive, non-competitive; enzyme concentration; coenzymes; cofactors; pH and temperature; nomenclature; clinical relevance; metabolism; catabolism; glycology (EMP); Krebs cycle (TCA); pentose phosphate pathway; biosynthesis; polysaccharides; deoxyribonucleic acids; ribonucleic acids and proteins; lipids; control of metabolism; integration and amount of enzyme; specific activity and kinetic characteristics of enzymes; enzyme localisation and control of local environment; hormonal activity and control; growth of microorganisms; nutrition; environmental factors affecting growth; sterilisation of culture and media apparatus; characteristics of growth; measurement of growth; applications of biochemical transformations and processes.

**Required Reading**


**Class Contact**

Two hours per week for two semesters comprising 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%.

**SBM1174 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%.

**SBM115 ANATOMY AND PHYSIOLOGY I**

**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 and 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** Marxie, E. N. (2003), Human anatomy and physiology (6th ed., International), Benjamin Cummings Publishing.

**Recommended Reading**

To be advised by Lecturer.

**Subject Hours**

Four (4) hours per week for one semester comprising lectures, tutorials and laboratory work.
**SBM1525 ANATOMY AND PHYSIOLOGY 2**

**Campus** St Albans

**Prerequisite(s)** Nil

**Corequisite(s)** HHN1210 Nursing 1: Health Assessment.

**Content** In this subject, Human Bioscience 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 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. The physiology of nerve cells will be introduced. This will be followed by a discussion of other body systems emphasizing the relationship between structure and function and their relevance to Nursing.


**Class Contact** Fifty-six hours comprising of lectures, practical/tutorial class and a range of online delivery methods.

**Assessment** Test and examination, 50%; practical assignments/tests, 50%.

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**SBM1529 INTRODUCTION TO PLANT SCIENCE**

**Campus** St Albans

**Prerequisite(s)** Nil

**Content** Plant morphology and internal anatomy of stem, root and leaves; cell structures and content s; parts of flowers and fruits and their variations; Botanical 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: Victoria University of Technology, School of Life Sciences and Technology.

**Recommended Reading** To be advised by Lecturer.

**Subject Hours** A minimum of forty (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. This subject is a hurdle requirement.

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**SBM1530 HUMAN BIOSCIENCE 2**

**Campus** St Albans

**Prerequisite(s)** SBM1519 Human Bioscience 1

**Content** In this subject, Human Bioscience 2 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 functions of 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. This will be followed by discussions of other body systems emphasizing the relationship between structure and function and their relevance to Nursing.


**Subject Hours** Four hours per week for 12 weeks of one semester; comprising of two hours of lectures and two or three hours of practical/tutorial class.

**Assessment** Practical/test/assignment 50%; Theory test/examination 50%.

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**SBM1535 HUMAN BIOSCIENCE A**

**Campus** St Albans

**Prerequisite(s)** Anatomy and Physiology

**Content** In this subject, anatomy and physiology will be taught using a systems approach. the following systems will be covered nervous, endocrine, cardiovascular, lumphatic, respiratory, gastrointestinal, renal, reproductive, musculoskeletal, integumentary. their relevance to Nursing will be highlighted.

SBM2517 HUMAN BIOSCIENCE 3

Semester One:

Prerequisite(s) SBM2517 Human Bioscience 2.

Content The presentation of major concepts and principles of pathophysiology; illustrating their relationship to a range of common/important acute and chronic illness. This subject supports the topics in concurrent nursing units by providing a scientific basis for understanding disease processes such as cellular injury, inflammation, infection, and shock; by elucidating the underlying mechanisms which results in clinical manifestations; and by presenting the rationale for therapeutic interventions. Microbiology will be discussed with reference to the growth and physiology of micro-organisms, their pathogenic potential, infection control and antibiotic treatment. The pathophysiological principles underlying disorders of major body systems and subsystems will be discussed; for example, in cardiovascular pathophysiology, shock, cardiac failure, hypertension and atherosclerosis will be examined. Other topics covered may include haematology, the respiratory system, renal system, and fluid and electrolyte imbalances, however specific systems in this subject may be interchanged with those in the fourth semester subject as appropriate.

Required Reading

Subject Hours 40 hours comprising three per week (3 hours of lectures and two-hours of tutorial/laboratory) for eleven weeks.

Assessment Assignments (30%); examination (70%). Normally a pass must be gained in each component of assessment.

SBM2515 SURFACE ANATOMY

Campus St Albans

Prerequisite(s) SBM1515 Anatomy and Physiology 1; SBM1525 Anatomy and Physiology 2 or equivalents.

Content Surface anatomy of areas relevant to acupuncture.


Recommended Reading To be advised by Lecturer.

Subject Hours Two (2) hours per week for equivalent for two semesters comprising workshops.

Assessment Semester One: One oral examination (50%). Semester Two: One oral examination (50%). Normally a pass must be gained in each component of assessment.

SBM2517 HUMAN BIOSCIENCE 3

Campus St Albans

Prerequisite(s) SBM1530 Human BioScience 2.

Content The presentation of major concepts and principles of pathophysiology; illustrating their relationship to a range of common/important acute and chronic illness. This subject supports the topics in concurrent nursing units by providing a scientific basis for understanding disease processes such as cellular injury, inflammation, infection, and shock; by elucidating the underlying mechanisms which results in clinical manifestations; and by presenting the rationale for therapeutic interventions. Microbiology will be discussed with reference to the growth and physiology of micro-organisms, their pathogenic potential, infection control and antibiotic treatment. The pathophysiological principles underlying disorders of major body systems and subsystems will be discussed; for example, in cardiovascular pathophysiology, shock, cardiac failure, hypertension and atherosclerosis will be examined. Other topics covered may include haematology, the respiratory system, renal system, and fluid and electrolyte imbalances, however specific systems in this subject may be interchanged with those in the fourth semester subject as appropriate.

Required Reading

Recommended Reading

Assessment in appropriate health care settings.

Subject Hours

SCM1611 APPLIED STATISTICS 1
Normally a pass must be gained in each area of assessment.

Recommended Reading


SCM1611 APPLIED STATISTICS 1

Campus St Albans

Prerequisite(s) SCM3515 Clinical Pharmacology and Pathophysiology, or equivalents.

Content

Development of material covered in the subject 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.

Recommended Reading


Recommended Reading


Subject Hours

To be advised by Lecturer.

Assessment

To be advised by Lecturer.

SCM1712 MATHEMATICAL FOUNDATIONS 2

Campus Footscray Park

Prerequisite(s) SCM1711 Mathematical Foundations 1.

Content


Recommended Reading


SCM1711 MATHEMATICAL FOUNDATIONS 1

Campus Footscray Park

Prerequisite(s) SCM1612 Applied Statistics.

Content


Recommended Reading

Prentice Hall.

Recommended Reading

Prentice Hall.

Subject Hours

Final examination, 75%; mid semester test, 25%.

Assessment

Final examination, 75%; mid semester test, 25%.

SCM1622 APPLIED STATISTICS 2

Campus Footscray Park

Prerequisite(s) SCM1611 Applied Statistics 1.

Content


Recommended Reading

Prentice Hall.

Recommended Reading

Prentice Hall.

SCM1612 APPLIED STATISTICS 2

Campus Footscray Park

Prerequisite(s) SCM1611 Applied Statistics 1.

Content


Recommended Reading

Prentice Hall.

Recommended Reading

Prentice Hall.

Subjects Hours

To be advised by Lecturer.

Assessment

To be advised by Lecturer.

SCM1612 APPLIED STATISTICS 2

Campus Footscray Park

Prerequisite(s) SCM1611 Applied Statistics 1.

Content


Recommended Reading

Prentice Hall.

Recommended Reading

Prentice Hall.

Subjects Hours

To be advised by Lecturer.

Assessment

To be advised by Lecturer.

SCM1711 MATHEMATICAL FOUNDATIONS 1

Campus Footscray Park

Prerequisite(s) Nil

Content


Recommended Reading


Recommended Reading


Class Contact

Three hours per week for one semester.

Assessment

Final examination, 80%; assignments, 20%.
SCM2911 LINERAR 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, Knapack 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%.

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.
Class Contact Three hours per week for one semester, comprising two one-hour lectures and one one-hour laboratory/tutorial.
Assessment Final examination, 80%; assignment and tests, 20%.

SMA1010 INTRODUCTORY MATHEMATICS
Campus Footscray Park
Prerequisite(s) Nil

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.

SMS1720 BIOCHEMISTRY 1 (OSTEOPATHY)
Campus St Albans, City Flinders
Prerequisite(s) Nil
Content An overview of dietary requirements and how nutrients such as proteins, carbohydrates and fats are metabolised and the energy requirements of the body will be provided. Relevant biochemical pathways will be discussed for normal function of visera, bone and soft tissue. The role of major molecules of neuronal pathways (neurotransmitters) as well as mediators of tissue growth, pain and inflammation will be discussed. Common abnormal conditions such as hepatic and cardiac disease, and muscle degeneration will be discussed, and biochemical tests for these will be introduced. An overview of nucleotide metabolism, DNA and RNA metabolism: inborn errors of metabolism and hormonal regulation of metabolism will also be covered.
Class Contact Semester one: 4 hours per week each semester comprising a mixture of 3 hours of lectures and 1 hour of tutorial. Semester two: 3 hours of laboratory/ workshops.
Assessment Final examination 60% Reports 40%. Please note that Biochemistry is a two semester subject. First semester passing grades will appear on academic transcripts as X. First semester fail grades will appear as N1 or N2, and will be amended if the subject is passed in entirety at the end of the academic year. First semester grades will be published by the lecturer after the meeting of the examination board.
Graduate Programs in Aged Services

Incorporating:

Graduate Certificate in Aged Services
Course code: HTAS

Graduate Diploma in Aged Services Management
Course code: HGAS

Graduate Diploma in Dementia Care and Service
Course code: HGDC

Master of Health Science - Aged Services
Course code: HMSA

Program Objectives
The aims of the Post-graduate Programs are to equip graduates with the knowledge, skills and attitudes to:
- Demonstrate professional leadership and management in aged and dementia care services in any health care setting
- Identify key areas and conduct research in aged or dementia care services
- Critique and analyse aged care services nationally and internationally
- Provide cost effective person-centred services to older people
- Understand current legislation
- Influence policy formulation and evaluation at local, state and national levels of governance
- Meet the educational, professional and development needs of staff in aged and dementia care
- Understand the legal and ethical ramifications of leadership and management in aged care services
- Demonstrate the capacity to study beyond the master degree level

Course Offerings

Graduate Programs in Aged Services incorporating:
- Graduate Certificate in Aged Services C, O Y Y
- Graduate Diploma in Aged Services Management C, O Y Y
- Graduate Diploma in Dementia Care and Service C, O Y Y
- Master of Health Science - Aged Services C, O Y Y

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.

Program Duration
Program is offered over 18 months full-time basis or part-time equivalent.

Course Structure

<table>
<thead>
<tr>
<th>Core subjects for Optional Streams:</th>
<th>Credit Points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Aged Services Management; 2 Dementia Care and Service:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HFG4000 Understanding Dementia: A Multidisciplinary Perspective</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HFG4001 Social &amp; Political Perspectives of Ageing</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HFG4008 Management: Ethics &amp; Social Responsibility in Aged Services</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HDR0001 Introduction to Research Design &amp; Methods</td>
<td>15</td>
<td>3</td>
</tr>
</tbody>
</table>

Graduate Certificate - Aged Services (Exit 1)
(Applicants select three subjects from the core subjects and one subject from either stream option 1 or 2 as listed below)

<table>
<thead>
<tr>
<th>Subject</th>
<th>Credit Points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HFG4000 Understanding Dementia: A Multidisciplinary Perspective</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HFG4001 Social &amp; Political Aspects of Ageing</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HFG4008 Management: Ethics &amp; Social Responsibility in Aged Services</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HDR0001 Introduction to Research Design &amp; Methods</td>
<td>15</td>
<td>3</td>
</tr>
</tbody>
</table>

Graduate Diploma in Aged Services (Coursework)
(Exit 2) Stream option 1:

<table>
<thead>
<tr>
<th>Subject</th>
<th>Credit Points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HEG1560 Financial Management</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HEG1571 Human Resource Management in Aged Services</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HEG1650 Operational &amp; Material Resource Management</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HFG4002 Quality in Management of Aged Care</td>
<td>15</td>
<td>3</td>
</tr>
</tbody>
</table>

Graduate Diploma in Dementia Care (Coursework)
(Exit 2) Stream option 2:

<table>
<thead>
<tr>
<th>Subject</th>
<th>Credit Points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HFG4102 Person-Centred Approaches to Dementia Services</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HFG4105 Professional Leadership in Dementia Care &amp; Service</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HFG4106 Dementia Project: Practical Experience for Service Providers</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>Elective</td>
<td>15</td>
<td>3</td>
</tr>
</tbody>
</table>
Elective Subjects

Students Exiting at Point 2 (Graduate Diploma) can select an elective from Stream Option 1 - Graduate Diploma in Aged Services Management or as 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. Students Exiting at Point 3 will choose the subject 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.

HFG5002 Literature Review In Aged Services Management (elective)  
Off-campus students must select electives from the above list.

Master of Health Science-Aged Services (Exit 3)  
(Minor Thesis, Industry-based Project or Coursework)

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Points</th>
<th>Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>HFG5004</td>
<td>Minor Thesis (full-time)</td>
<td>60</td>
<td>13</td>
</tr>
<tr>
<td>HFG5014</td>
<td>Minor Thesis (part-time) or</td>
<td>60</td>
<td>13</td>
</tr>
<tr>
<td>HFG5006</td>
<td>Industry Based Project (full-time)</td>
<td>60</td>
<td>13</td>
</tr>
<tr>
<td>HFG5016</td>
<td>Industry Based Project (part-time)</td>
<td>60</td>
<td>13</td>
</tr>
</tbody>
</table>

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 (Coursework).

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 Programs. The maximum exemption that may be granted is 9 of 12 (75%) subjects towards the Master of Health Science – Aged Services.
School of Education

School of Education staff have significant experience in Australia and overseas 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 and learning in a range of curriculum areas, including language and literacy, experiential learning and youth issues, multimedia and educational technology and change in schools and learning organisations. Their interests and experience include partnerships and innovative practices for lifelong learning especially in culturally and linguistically diverse communities, social justice, children and young people’s attitudes to experiences and perceptions of home and school, professional developments, school leadership and management and practitioner research.

The School of Education has conducted research related to its teaching programs and with its many industry partners such as schools, the Australian National Schools Network, the Department of Educational and Training, the Adult Literacy and Numeracy Australian Research Consortium and the Victorian Industry Education Partnerships. Recent externally funded projects include:

- Story Writing in Remote Locations (SWIRL) Project conducted by Lawry Mahon with the support of the Northern Territory Government;
- The Reputex Social Responsibility conducted by Professor Maureen Ryan and John Brooks;
- The School Restructuring Project (Associate Professor Tony Kruger, Dr Brenda Cherednichenko and Neil Hooley) in association with Queensland University of Technology, a longitudinal study of impact of school reform upon student learning outcomes and school organisational cultures, funded by an Australian Research Council Collaborative Grant;
- The 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;
- Professional Learning Project is being conducted for the Victorian Institute of Teaching by Associate Professor Tony Kruger, Dr Marcelle Cacciato, Dr Brenda Cherednichenko, Dr Bill Eckersley, David Jones, Rod Moore, Dr Rose Mulaney, Dr Tony Watt, 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 school colleagues in several schools – Associate Professor Tony Kruger, Dr Colleen Vale, Dr Bill Eckersley and Dr Brenda Cherednichenko;
- 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 John Marinko research aspects of workplace education and training
- Horn of Africa Prevention of Crime Peer Education Project (Robyn Broadbent, Elleni Bereked, 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 Australian Education Union Contract by Professor Maureen Ryan, John Brooks and Paul McSherry to complete the Educational Services Project;
- Identifying Generic Skills for Workers and Learners was undertaken by Dr Jill Sanguinetti;
- The New Arrival Regional Refugees Project is being conducted by Robyn Broadbent, Dr Marcelle Cacciato, Cathryn Carpenter and Dr Jill Sanguinetti for Vic Health;
- The Community Building Resources Project was funded by the Victorian Government and Robyn Broadbent, Associate Professor Tony Kruger and Dr Brenda Cherednichenko were part of a University wide team.

Course Offerings

In 2005, 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><strong>Graduate Diploma in Secondary Education</strong></td>
<td>F/B</td>
<td>Y Y</td>
</tr>
<tr>
<td><strong>Graduate Program in Education for Professional Development</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Incorporating:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Graduate Certificate in Education for Professional Development</td>
<td>F n/a</td>
<td>Y</td>
</tr>
<tr>
<td>- Graduate Diploma in Education for Professional Development</td>
<td>F n/a</td>
<td>Y</td>
</tr>
<tr>
<td><strong>Graduate Program in Education and Training</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Incorporating:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Graduate Certificate in Education and Training</td>
<td>F n/a</td>
<td>Y</td>
</tr>
<tr>
<td>- Graduate Diploma in Education and Training</td>
<td>F Y Y</td>
<td></td>
</tr>
<tr>
<td>- Master of Education - Education and Training</td>
<td>F Y Y</td>
<td></td>
</tr>
<tr>
<td><strong>Graduate Program in TESOL &amp; Literacy</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Incorporating:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Graduate Certificate in TESOL</td>
<td>F Y Y</td>
<td></td>
</tr>
<tr>
<td>- Graduate Certificate in Literacy</td>
<td>F Y Y</td>
<td></td>
</tr>
<tr>
<td>- Graduate Diploma in TESOL</td>
<td>F,V Y Y</td>
<td></td>
</tr>
<tr>
<td>- Graduate Diploma in TESOL and Literacy</td>
<td>F Y Y</td>
<td></td>
</tr>
<tr>
<td>- Master of TESOL</td>
<td>F,V Y Y</td>
<td></td>
</tr>
<tr>
<td>- Master of TESOL and Literacy</td>
<td>F Y Y</td>
<td></td>
</tr>
<tr>
<td><strong>Graduate Program in Tertiary Education</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Incorporating:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Graduate Certificate in Tertiary Education</td>
<td>F n/a</td>
<td>Y</td>
</tr>
<tr>
<td>- Graduate Diploma in Tertiary Education</td>
<td>F Y Y</td>
<td></td>
</tr>
<tr>
<td><strong>Graduate Program in Experiential Learning &amp; Development</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Incorporating:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Graduate Certificate in Experiential Learning and Development</td>
<td>F Y Y</td>
<td></td>
</tr>
<tr>
<td>- Graduate Diploma in Experiential Learning and Development</td>
<td>F Y Y</td>
<td></td>
</tr>
<tr>
<td>- Master of Education – Experiential Learning and Development</td>
<td>F Y Y</td>
<td></td>
</tr>
<tr>
<td><strong>Master of Education</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Master of Education (by Research)</td>
<td>F,M,B Y Y</td>
<td></td>
</tr>
<tr>
<td>Doctor of Education</td>
<td>F,2 Y Y</td>
<td></td>
</tr>
<tr>
<td>Doctor of Philosophy</td>
<td>F,M,B Y Y</td>
<td></td>
</tr>
<tr>
<td><em>Campus B=Sunbury F=Footscray Park M=Melton V=Vietnam 2=Thailand</em></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Graduate Certificate in Teaching Studies of Asia

Course Code: HTSA

Course not offered in 2005

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

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Description</th>
<th>Points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>AAA5030</td>
<td>Teaching Asia 1</td>
<td>15</td>
<td>18</td>
</tr>
<tr>
<td>AAA5031</td>
<td>Teaching Asia 2</td>
<td>15</td>
<td>18</td>
</tr>
<tr>
<td>HEG1303</td>
<td>Recent Developments in Curriculum</td>
<td>15</td>
<td>18</td>
</tr>
<tr>
<td>HEG1310</td>
<td>Portfolio Development</td>
<td>15</td>
<td>18</td>
</tr>
<tr>
<td>Course Total</td>
<td></td>
<td>60</td>
<td>72</td>
</tr>
</tbody>
</table>

Graduate Diploma in Secondary Education

Course Code: HGES

Course Objectives
This course prepares suitably qualified applicants for careers in post-primary teaching in the areas of mathematics, science, computing, physical education, humanities, English as a Second Language and languages other than English.

Admission Requirements
To qualify for admission applicants must have satisfactorily completed an undergraduate degree of three or more years' duration; or an equivalent qualification, as approved by the School.

Practical Placement
Applicants should note that they will be subject to safety screenings (police checks) before practice placements, in accordance with Department of Education and Training Policy.

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

Course Structure

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Description</th>
<th>Points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HEG1615</td>
<td>The Broad Context of Teaching</td>
<td>5</td>
<td>2</td>
</tr>
<tr>
<td>HEG1602</td>
<td>Education Systems and Issues</td>
<td>5</td>
<td>2</td>
</tr>
<tr>
<td>HEG1603</td>
<td>Theory Skills and Practice of School and Classroom Organisation</td>
<td>10</td>
<td>2</td>
</tr>
</tbody>
</table>

Method Subjects
Students will select two (2) subjects from the following, both of which will be studied in semesters one and two.
- HEG1604 General Science Method
- HEG1606 Basic Mathematics Method
- HEG1610 Computer Studies Method
- HEG1612 Physical Education Method
- HEG1613 Teaching English as a Second Language
- HEG1614 Languages Other Than English
- HEB4630 Studies of Society and the Environment (SOSE) Method

Applied Curriculum
- HEG1611 Applied Curriculum
- HEG1600 Teaching Practice

Course Total: 120 Hours

Graduate Program in Education for Professional Development

Incorporating –

Graduate Certificate in Education for Professional Development

Course Code: HTPD

Graduate Diploma in Education for Professional Development

Course Code: HGPD

Program Objectives
The course aims to provide participants with:
- new ideas, interests and enthusiasm for change in teaching;
- skills sufficient to provide leadership in the design and conduct of professional development programs for their peers.

Admission Requirements
To qualify for admission to the program applicants must have:
- 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>Subject</th>
<th>Credit</th>
<th>Hours/points</th>
<th>weeks</th>
</tr>
</thead>
<tbody>
<tr>
<td>Science and Technology</td>
<td>15</td>
<td>18</td>
<td></td>
</tr>
<tr>
<td>Vocational Education and Training</td>
<td>15</td>
<td>18</td>
<td></td>
</tr>
<tr>
<td>Recent Developments in Curriculum</td>
<td>15</td>
<td>18</td>
<td></td>
</tr>
<tr>
<td>Literacy in the Classroom</td>
<td>15</td>
<td>18</td>
<td></td>
</tr>
<tr>
<td>Outdoor Education</td>
<td>15</td>
<td>18</td>
<td></td>
</tr>
<tr>
<td>Mathematics in the Classroom</td>
<td>15</td>
<td>18</td>
<td></td>
</tr>
<tr>
<td>Learning Technologies</td>
<td>15</td>
<td>18</td>
<td></td>
</tr>
<tr>
<td>Middle Years of Schooling</td>
<td>15</td>
<td>18</td>
<td></td>
</tr>
<tr>
<td>Gender and Education</td>
<td>15</td>
<td>18</td>
<td></td>
</tr>
<tr>
<td>Portfolio Development</td>
<td>15</td>
<td>18</td>
<td></td>
</tr>
<tr>
<td>Philosophical Inquiry in Education</td>
<td>15</td>
<td>18</td>
<td></td>
</tr>
<tr>
<td>Full-Service Schools</td>
<td>15</td>
<td>18</td>
<td></td>
</tr>
<tr>
<td>School Change</td>
<td>15</td>
<td>18</td>
<td></td>
</tr>
<tr>
<td>Reflective Mentoring</td>
<td>15</td>
<td>18</td>
<td></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>Subject</th>
<th>Credit</th>
<th>Hours/points</th>
<th>weeks</th>
</tr>
</thead>
<tbody>
<tr>
<td>Science and Technology</td>
<td>15</td>
<td>18</td>
<td></td>
</tr>
<tr>
<td>Vocational Education and Training</td>
<td>15</td>
<td>18</td>
<td></td>
</tr>
<tr>
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<td>15</td>
<td>18</td>
<td></td>
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<tr>
<td>Literacy in the Classroom</td>
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<td>18</td>
<td></td>
</tr>
<tr>
<td>Outdoor Education</td>
<td>15</td>
<td>18</td>
<td></td>
</tr>
<tr>
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<td>15</td>
<td>18</td>
<td></td>
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<tr>
<td>Learning Technologies</td>
<td>15</td>
<td>18</td>
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<tr>
<td>Middle Years of Schooling</td>
<td>15</td>
<td>18</td>
<td></td>
</tr>
<tr>
<td>Gender and Education</td>
<td>15</td>
<td>18</td>
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<tr>
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<td>18</td>
<td></td>
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<tr>
<td>Philosophical Inquiry in Education</td>
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<td>18</td>
<td></td>
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<tr>
<td>Full-Service Schools</td>
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<td></td>
</tr>
<tr>
<td>School Change</td>
<td>15</td>
<td>18</td>
<td></td>
</tr>
<tr>
<td>Reflective Mentoring</td>
<td>15</td>
<td>18</td>
<td></td>
</tr>
</tbody>
</table>

**Program Objectives**
The aim of the program is to provide students with:
- a range of opportunities which will promote professional growth and expertise;
- flexible learning paths and opportunities to achieve personally relevant goals;
- attainable goals reflecting the starting point and personal learning objectives of students;
- an understanding of the contemporary context of education and training in Australia;
- theoretical perspectives which may assist in clarifying and critiquing trends in practice;
- skill development in techniques for accessing, collecting, analysing and interpreting information relevant to contemporary practice in Education and Training;
- opportunities to share their workplace experiences with peers to illuminate trends and issues in practice;
- opportunities to work with, and learn from, other professionals;
- opportunities to plan, implement and report small scale studies in their workplace; and
- recognition of relevant prior learning and current competence.

**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, or equivalent, 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, or equivalent, as approved by the School.

**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>Credit</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>60</td>
<td>108</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.

| Course Total: | 60 | 108 |
| Cumulative Program Total: | 120 | 216 |

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
- HEM1659 Minor Thesis (full-time) 40 6

**Pathway 2**
- HER0001 Introduction to Research Design and Methods 20 3
- HEM1660 Minor Thesis (part-time) 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**
As per the University Policy and Guidelines.

Graduate Program in Interactive Multimedia Education

**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

(The Graduate Certificate, Graduate Diploma and the Masters will not be offered for 2005)

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 Title</th>
<th>Credit Points</th>
<th>Hours/Week</th>
</tr>
</thead>
<tbody>
<tr>
<td>Graduate Certificate</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HEG4217 Introduction to Interactive Multimedia</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>HEG4221 Internet Applications</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>Elective A</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>Total Course:</td>
<td>60</td>
<td>117</td>
</tr>
<tr>
<td>Graduate Diploma</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HEG4219 CD &amp; DVD-ROM Courseware Production</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>HEG4222 Interactive Web Design and Publishing</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>Elective B</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>Course Total:</td>
<td>60</td>
<td>117</td>
</tr>
<tr>
<td>Cumulative Program Total:</td>
<td>120</td>
<td>234</td>
</tr>
<tr>
<td>Master of Education</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HEG4218 Research Project in Multimedia</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>HEG4220 Advanced Multimedia and Web Programming</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>HER0001 Introduction to Research Design &amp; Methods</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>Course Total:</td>
<td>60</td>
<td>117</td>
</tr>
<tr>
<td>Cumulative Program Total:</td>
<td>180</td>
<td>351</td>
</tr>
</tbody>
</table>

Elective Subjects

Students will select Elective A and B from the following subjects:

- HEG1501 Curriculum: 20 points, 3 hours/week
- HEG1502 Evaluation: 20 points, 3 hours/week
- HEG1503 Teaching Learning & Assessment: 20 points, 3 hours/week
- HEG1504 Innovation: 20 points, 3 hours/week

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: HGTT

Graduate Diploma in TESOL and Literacy

Course Code: HGTL

Master of TESOL

Course Code: HMTT

Master of TESOL and Literacy

Course Code: HMTL

Program Objectives

The program aims to provide:

- a comprehensive overview of issues in Teaching English to Speakers of Other Languages (TESOL) and Literacy, with specific focus on current TESOL and Literacy teaching; and
- skills sufficient to function as competent TESOL/Literacy program designers and teachers in a range of educational training contexts.

Admission Requirements

Graduate Certificates & Graduate Diplomas

To qualify for admission to the Graduate Certificates and Graduate Diplomas applicants must either be a qualified teacher with a recognised degree or hold a diploma of at least three years duration with at least one year of teaching experience post degree/diploma, or an approved equivalent.
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 2 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

<table>
<thead>
<tr>
<th>Credit</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>Graduate Certificate in TESOL</td>
<td></td>
</tr>
<tr>
<td>ACA5001 Foundations of Language</td>
<td>20 3</td>
</tr>
<tr>
<td>HEG2200 TESOL Methodology</td>
<td>20 3</td>
</tr>
<tr>
<td>HEG2211 Techniques in TESOL</td>
<td>20 3</td>
</tr>
<tr>
<td>Course Total:</td>
<td>60 117</td>
</tr>
<tr>
<td>Graduate Certificate in Literacy</td>
<td></td>
</tr>
<tr>
<td>ACA5001 Foundations of Language</td>
<td>20 3</td>
</tr>
<tr>
<td>HEG2204 Literacy Methodology</td>
<td>20 3</td>
</tr>
<tr>
<td>HEG2205 Advanced Literacy Methodology</td>
<td>20 3</td>
</tr>
<tr>
<td>Course Total:</td>
<td>60 117</td>
</tr>
<tr>
<td>Graduate Diploma in TESOL</td>
<td></td>
</tr>
<tr>
<td>The Graduate Diploma in TESOL comprises the Graduate Certificate in TESOL plus three approved subjects offered by the School of Education.</td>
<td></td>
</tr>
<tr>
<td>Course Total:</td>
<td>60 117</td>
</tr>
<tr>
<td>Cumulative Program Total:</td>
<td>120 234</td>
</tr>
<tr>
<td>Graduate Diploma in TESOL and Literacy</td>
<td></td>
</tr>
<tr>
<td>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*.</td>
<td></td>
</tr>
<tr>
<td>Course Total:</td>
<td>60 117</td>
</tr>
<tr>
<td>Cumulative Program Total:</td>
<td>120 234</td>
</tr>
</tbody>
</table>

Pathway 1
HER0001 Introduction to Research Design and Methods* 20 3
HEM1659 Minor Thesis (full-time) 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: 60 234
Cumulative Program Total: 180 468

Offshore students will enrol in HEM1655 Research Methods in Education and Training.
Assessment tasks for the electives must be based on the TESOL and/or Literacy field.

Graduate Program in Tertiary Education
Incorporating –

Graduate Certificate in Tertiary Education
Course Code: HTHE

Graduate Diploma in Tertiary Education
Course Code: HGHE

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

<table>
<thead>
<tr>
<th>Credit</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>Graduate Certificate</td>
<td></td>
</tr>
<tr>
<td>HEG1704 Introduction to Tertiary Teaching and Learning</td>
<td>20 39</td>
</tr>
<tr>
<td>HEG1705 Improving Tertiary Teaching and Learning</td>
<td>20 39</td>
</tr>
<tr>
<td>HEG1706 Issues in Tertiary Education and Training</td>
<td>20 39</td>
</tr>
<tr>
<td>Course Total:</td>
<td>60 117</td>
</tr>
</tbody>
</table>
Graduate Diploma
The Graduate Diploma comprises the Graduate Certificate in Tertiary Education plus three subjects taken from the list below or from other Graduate courses offered by the University, approved by the Course Coordinator.
Cumulative Program Total: 120 234

Elective Subjects
AXH5001 The University in History 20 39
HEG1501 Curriculum 20 39
HEG1502 Evaluation 20 39
HEG1503 Teaching, Learning & Assessment 20 39
HEG1504 Innovation 20 39
HEG1702 Online Learning in Tertiary Education 20 39
HEG1703 Supervising Student Research 20 39

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.
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
- 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 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

All coursework is completed in the first year of the program via a twelve week trimester system. The course will be delivered primarily as a set of small group lecture/seminar sessions. Intensive workshop sessions and distance learning methods may also be employed.

<table>
<thead>
<tr>
<th>Year 1</th>
<th>Credit points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>Semester One</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HER8510 Policy Context of Professional Practice</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>HER8511 Education, Training and the Economy</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>Semester Two</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HER8512 Advanced Studies in Education and Training</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>HER8513 Investigating Professional Practice 1</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>Semester Three</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HER8514 The Practice of Professional Development</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>HER8515 Investigating Professional Practice 2</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>Total Year One</td>
<td>120</td>
<td>176</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Year 2</th>
<th>Credit points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HER8507 Research Thesis (2 semesters full-time x 208 hours per semester)</td>
<td>120</td>
<td>17</td>
</tr>
<tr>
<td>HER8509 Research Thesis (part-time)</td>
<td>60</td>
<td>8</td>
</tr>
<tr>
<td>Total Year Two</td>
<td></td>
<td>416</td>
</tr>
</tbody>
</table>

Doctor of Education

Course Code: HZED

Course Objectives

The course aims to provide experienced professionals with opportunities to:
- extend understandings about research and theory, as it relates to practice, to expert levels of scholarship; and
- enhance 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.
Year 3
HER8507 Research Thesis (2 semesters x 208 hours per semester) 120 17
Total Year Three: 120 416
Total Course: 360 1048

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;

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 2005, 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>Master of Health Science</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Intensive Care Paramedicine</td>
<td>ZA</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- Osteopathy</td>
<td>C</td>
<td>Y</td>
<td>n/a</td>
</tr>
<tr>
<td>- Osteopathy (for Medical Practitioners)</td>
<td>C</td>
<td>n/a</td>
<td>Y</td>
</tr>
<tr>
<td>- by Coursework</td>
<td>I,S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- by Minor Thesis</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>- by Research</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Doctor of Philosophy</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
</tbody>
</table>

*Campus C=City Flinders Lane S=St Albans ZA=Internet

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; and
- further students’ knowledge of and skills in health counselling.

Admission Requirements
To qualify for admission to the course applicants must have successfully completed a three year Diploma in either Acupuncture or Chinese Herbal Medicine (including the relevant biomedical sciences) from a formal Chinese Medicine program; or equivalent.

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

Course Structure
Students will complete 5 core subjects and will choose either Acupuncture or Chinese Herbal Medicine as their specialisation.

Graduate Diploma in Complementary Therapies
Course Code: HGCT
(This course is currently under review.)

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 complementary medicine and healing therapies;
- develop competence in a range of complementary medicine and healing therapies; and
- critically appraise a range of complementary medicine and 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

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

Graduate Diploma in Western Herbal Medicine
Course Code: HGWM

Not offered in 2005.

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
Master of Health Science (Intensive Care Paramedicine)

Graduate Diploma in Intensive Care Paramedicine

Course Objectives
This course aims to prepare the student to:
- develop as independent practitioners in a variety of environments;
- analyse the reflect upon social and cultural aspects of practitioner care;
- work within multi-disciplinary healthcare teams;
- comprehend the pathological consequences and pharmacological bases of Intensive Care Paramedic Practitioner management of patients;
- use acquired practical knowledge and skills in advanced paramedical intervention and procedures necessary for Intensive Care paramedic practice;
- facilitate the application of the knowledge, skills and techniques relating to the discipline of paramedicine.

Admission Requirements
Applicants must have satisfactorily completed a Bachelor Degree in Paramedic Science, or equivalent with substantial industry experience or equivalent as approved by the School of Health Sciences. Applicants must provide evidence of introductory research skills and computer literacy may be required to undertake bridging programs in these areas. Students will be required to undergo a Victorian Police Check before commencing placement subjects.

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

Professional Recognition
Graduates of this course will be eligible for membership with the Australian College of Ambulance Professionals.

Master of Health Science – Osteopathy

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.

Admission Requirements
To qualify for admission to the course applicants must have satisfactorily completed the Bachelor of Science – Clinical Sciences, or equivalent.

Students will be required to undergo a Victoria Police check before commencing clinical placement subjects. Police checks need to be conducted annually throughout the programme. Prospective and continuing students should be aware that not passing relevant police checks may restrict access to clinical placements necessary for graduation.

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

Course Structure
At the commencement of the course students must complete the Level 2 First Aid Certificate update.

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<th>Year One</th>
<th>Semester One</th>
<th>Credit</th>
<th>Hours/week</th>
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Total Year One: 120 788

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Total Year Two: 225 225
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 2005

Course Code: HOMOM

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.

Students will be required to undergo a Victoria Police check before commencing clinical placement subjects. Police checks need to be conducted annually throughout the programme. Prospective and continuing students should be aware that not passing relevant police checks may restrict access to clinical placements necessary for graduation.

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>
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<tr>
<th>Year One</th>
<th>Credit Points</th>
<th>Hours/Week</th>
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<td>HHO5511 Osteopathic Technique 1</td>
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<td>HHO5521 Osteopathic Diagnosis 1</td>
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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 Minor Thesis)

Course Code: HMMH
This course will appeal to health practitioners from a variety of disciplines who have a desire to further studies via a minor thesis in their particular area of practice.
These areas may include:
- Ambulance Services;
- Community Health;
- Emergency Services;
- Health Sciences;
- Mental Health Workers;
- Paramedic Sciences;
- Sociology of Health;
- Tactile Therapies;
- Culture Issues in Health;
- Gerontology – Aged Care Services; and
- Women's Health.

Course Objectives
The aims of the course are to:
- provide opportunities for students to extend their knowledge and enable ongoing critical analysis of primary health care;
- encourage students' further investigation and reflection in a specific area of professional interest; and
- enhance students' ability to apply research knowledge in a collegial environment.

Admission Requirements
To qualify for admission to the course applicants must have satisfactorily completed, at an average grade level of second class honours (H2), a Graduate Diploma in Health Sciences, or equivalent, as approved by the School of Health Sciences.

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

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<tr>
<th>Course Structure</th>
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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;
- Chinese Herbal Medicine;
- Clinical Practice;
- Complementary Therapies;
- Cultural Issues and Health;
- Emergency Services;
- Health Administration;
- Health Counselling;
- Health Education;
- Natural Medicine;
- Osteopathic Medicine;
- Rehabilitation;
- Traditional Chinese Medicine;
- Western Herbal Medicine;
- Women's Health.

Course Duration
The course normally requires two years of full-time study or part-time equivalent.

Admission Requirements
To qualify for admission to the Master of Health Science (by Research) applicants must hold a degree in health science, or a related area, or equivalent, as approved by the School of Health Sciences.

Degree Requirements
The research thesis must be original work conducted under the supervision of the student advisor/s and with the approval of the Postgraduate Studies Committee of the University.

The thesis of the candidate will be examined externally by examiners of high academic standing in the area of the candidate's thesis topic.

Coursework may be required of candidates to further enhance the knowledge of a specific topic relevant to the field of study. Such coursework would run concurrent to the research.
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;
- Chinese Herbal Medicine;
- Clinical Practice;
- Complementary Therapies;
- Cultural Issues and Health;
- Emergency Services;
- Health Counselling;
- Health Education;
- Health Administration
- Natural Medicine;
- Osteopathic Medicine;
- Rehabilitation;
- Traditional Chinese Medicine
- Chinese Medicine;
- Western Herbal Medicine;
- Women's Health.

Admission Requirements

To qualify for admission of the Doctor of Philosophy applicants must have a Master degree or a four-year undergraduate degree with honours at first class (H1) or upper second class (H2A) level.

Applicants who do not meet the normal admission requirements, may be admitted upon demonstration of exceptional background and experience.

Course Duration

The course normally requires three years of full-time study or part-time equivalent.

Degree Requirements

The research thesis must be original work conducted under the supervision of the student advisor/s and with the approval of the Postgraduate Studies Committee of the University.

The thesis of the candidate will be examined externally by examiners of high academic standing in the area of the candidate’s thesis topic.

Coursework may be required of candidates to further enhance the knowledge of a specific topic relevant to the field of study. Such coursework would run concurrent to the research.
The School of Human Movement, Recreation and Performance plays a prominent role in graduate study within Victoria University of Technology. It offered the first PhD program within the University and currently has approximately 90 graduate research students. The School's staff have raised a considerable amount of research funding from both Government and Industry. Facilities, 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 2005, the School of Human Movement, Recreation and Performance will offer the following postgraduate programs:

Graduate Program in Sport Business
- Graduate Diploma in Sport Business C Y Y
- Master of Sport Business C Y Y

Master of Applied Science
- Human Performance (by coursework) F Y Y
- Master of Arts (by Research) C,F Y Y

Doctor of Philosophy C,F Y Y

*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 ZA=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 fulfil 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.
Graduate Diploma in Exercise and Sport Sciences

Course Code: HGEM
Course not offered in 2005

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.

Course Total: 120 312

Articulation

Graduates will be eligible for admission to the Master of Applied Science - Human Performance with advanced standing.

Graduate Program in Ageing, Disability and Recreation Management

Course not offered in 2005

Incorporating –

Graduate Certificate in Ageing, Disability and Leisure

Course Code: HTAL
Course not offered in 2005

Graduate Diploma in Ageing, Disability and Recreation Management

Course Code: HGAD
Course not offered in 2005

Master of Arts – Ageing, Disability and Recreation Management

Course Code: HMAD
Course not offered in 2005

Program Objectives

The program is designed to optimise the employment opportunities of graduates in the field of ageing and disability to ensure the ongoing development and acquisition of professional knowledge, skills and abilities necessary for the provision and management of recreation in a variety of human services settings.

Admission Requirements

Graduate Certificates

To qualify for admission to the Graduate Certificate applicants must hold a bachelor degree in a discipline or a profession related to either recreation or ageing and disability services.
Applicants who do not meet the academic requirements but who can demonstrate extensive and relevant work experience may be considered for selection. Applicants may be required to attend an interview.

Graduate Diploma
To qualify for admission to the Graduate Diploma applicants must hold a bachelor degree in a discipline or a profession related to either recreation or ageing and disability services. Applicants who have successfully completed either the Graduate Certificate in Ageing, Disability and Leisure or the Graduate Certificate in Ageing, Disability and Recreation Management will be eligible for entry to the Graduate Diploma in Ageing, Disability and Recreation Management with advanced standing.

Master of Arts
To qualify for admission to the Master of Arts, an applicant must hold a relevant bachelor degree of three or more years duration and have attained a minimal average of Credit (C), or equivalent, throughout the course and/or Distinctions (D), or equivalent, in the final year, as approved by the School. 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

Graduate Certificate in Ageing, Disability and Leisure
HPM5302 Leisure Education: Individual, Group & Community Development 15 3
HPM5600 Leisure Perspectives in Ageing and Disability Services 15 3
HPM5601 Ageing Well Perspectives for the Future 15 3
HPM5602 Comprehensive Overview of Disability and Society: Issues and Challenges 15 3
Course Total: 60 156

Graduate Certificate in Ageing, Disability and Recreation Management
HPR0001 Introduction to Research Design and Methods 15 3
HPR104 Professional Practicum* 15 3
HPM5800 Recreation Management in Ageing and Disability Services 15 3
HPM5801 Recreation Strategies in Ageing and Disability 15 3
Course Total: 60 156

*Students who are currently employed in the field of recreation and ageing/disability will have the option to choose whether they wish to complete HPM5104 Professional Practicum or select an elective in its place.

Graduate Diploma
The Graduate Diploma in Ageing, Disability and Recreation Management comprises the Graduate Certificate in Ageing, Disability and Leisure plus the Graduate Certificate in Ageing, Disability and Recreation Management.

Course Total: 120 312

Masters
The Master of Arts – Ageing, Disability and Recreation Management comprises the Graduate Diploma in Ageing, Disability and Recreation Management plus one year of research-based study. The structure of the final year of the Master of Arts – Ageing, Disability and Recreation Management is as follows:

Semester One
HPM6001 Directed Study (full-time) 40 104
HPM6002 Graduate Seminar 20 39

Semester Two
HPM6003 Minor Thesis (full-time) or
HPM6007 Syndicate Research Project (full-time) 60 247

Course Total: 120 390

Cumulative Program Total: 240 702

Note: All subjects, with the exception of HPM6002 Graduate Seminar, are available part-time.

Graduation Requirements
Upon satisfactory completion of the Graduate Diploma in Ageing, Disability and Recreation, students are eligible to apply for only one Graduate Certificate in addition to the Graduate Diploma.

Graduate Program in Exercise Rehabilitation
Incorporating –

Graduate Diploma in Exercise for Rehabilitation
Course Code: HGEX

Master of Applied Science – Exercise Rehabilitation
Course Code: HMER
HMEC (Conversion)

www.staff.vu.edu.au/exrehab/

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

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<td>Biomechanical Testing for Rehabilitation</td>
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<td>HPG5069</td>
<td>Introduction to Rehabilitation Fieldwork</td>
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<tr>
<td>HPG5018</td>
<td>Exercise Prescription for Musculo-Skeletal and Neurological conditions</td>
<td>15</td>
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<tr>
<td>HPG5043</td>
<td>Quantitative and Qualitative Research Design &amp; Methods for Practitioners</td>
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<tr>
<td>HPG5042</td>
<td>Musculo-Skeletal Physiology for Rehabilitation</td>
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<tr>
<td>HPG5041</td>
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</table>

*Four hours of lectures for the semester plus 35 hours (1 week) of fieldwork.

Graduate Certificate in Loss and Grief Counselling

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HGLC</td>
<td>Graduate Diploma in Loss and Grief Counselling</td>
<td>60</td>
<td>96-100</td>
</tr>
<tr>
<td>HPG6041</td>
<td>Exercise Prescription for Cardiorespiratory and Metabolic Conditions</td>
<td>15</td>
<td>2</td>
</tr>
<tr>
<td>HPG6042</td>
<td>Case Management</td>
<td>20</td>
<td>2</td>
</tr>
<tr>
<td>HPG5180</td>
<td>Psychology for Rehabilitation</td>
<td>20</td>
<td>2</td>
</tr>
<tr>
<td>HFR0001</td>
<td>Advanced Quantitative Research Methods</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>HPG6043</td>
<td>Exercise for Rehabilitation Fieldwork (F/T)</td>
<td>45</td>
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</tr>
<tr>
<td>HPG6044</td>
<td>Exercise for Rehabilitation Clinical Practice (P/T)</td>
<td>20</td>
<td>700</td>
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<td>HPG6045</td>
<td>Exercise for Rehabilitation Clinical Practice (F/T)</td>
<td>20</td>
<td>700</td>
</tr>
<tr>
<td>HPG6047</td>
<td>Exercise for Rehabilitation Clinical Practice (P/T)</td>
<td>20</td>
<td>700</td>
</tr>
<tr>
<td>HPG6048</td>
<td>Exercise for Rehabilitation Clinical Practice (P/T)</td>
<td>20</td>
<td>700</td>
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<tr>
<td>SKM5510</td>
<td>Neurological and Neuromuscular Disorders for Exercise Rehabilitation</td>
<td>15</td>
<td>24</td>
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<tr>
<td>SKM5610</td>
<td>Clinical Nutrition</td>
<td>15</td>
<td>24</td>
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<tr>
<td>HPG5071</td>
<td>Exercise for Rehabilitation Fieldwork (P/T)</td>
<td>5</td>
<td>4</td>
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<tr>
<td>HPG6044</td>
<td>Exercise for Rehabilitation Clinical Practice (P/T)</td>
<td>20</td>
<td>700</td>
</tr>
</tbody>
</table>

*Total of 700 hours (20 weeks) of fieldwork for the semester.

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.

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit Points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Graduate Certificate in Loss and Grief Education</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Semester One</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HPC5001 Contextual Analysis of Loss Across the Lifespan</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HPC5004 Introduction to Theories of Loss and Grief</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td><strong>Semester Two</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HPC5002 Grief Education: Practices and Strategies</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HPC5003 Management of Disaster and Traumatic Incidents</td>
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<td>3</td>
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<tr>
<td><strong>Course Total:</strong></td>
<td>60</td>
<td>156</td>
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<tr>
<td><strong>Graduate Certificate in Loss and Grief Counselling</strong></td>
<td></td>
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<tr>
<td>Semester One</td>
<td></td>
<td></td>
</tr>
<tr>
<td>APT1025 Individual Awareness</td>
<td>15</td>
<td>2</td>
</tr>
<tr>
<td>APT1035 Theories and Techniques of Counselling</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td><strong>Semester Two</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HPC5100 Applied Techniques of Grief Counselling</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HPC5101 Professional Practice Workshop*</td>
<td>15</td>
<td>3</td>
</tr>
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<td><strong>Course Total:</strong></td>
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<td>143</td>
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<tr>
<td><strong>Cumulative Program Total:</strong></td>
<td>120</td>
<td>299</td>
</tr>
</tbody>
</table>

*These subjects will be taught at the St Albans Campus. All other subjects will be taught at the City, Flinders Lane Campus.

### Graduate Program in Sport and Recreation Management

Incorporating –

#### Graduate Certificate in Sport and Recreation Management

*Course Code: HTSR*

#### Graduate Certificate in Recreation Sport and Recreation Management/Operations

*Course Code: HTSO*

#### Graduate Diploma in Sport and Recreation Management

*Course Code: HGSR*

#### Master of Arts in Sport and Recreation Management (Project Management)

*Course Code: HMPM*

#### Master of Arts – Sport and Recreation Management (by coursework)

*Course Code: HMSR*

### Programme Objectives

The programme is designed to optimise the employment opportunities of graduates and to ensure the ongoing development and acquisition of professional skills, attitudes and contemporary knowledge in a variety of sport and recreation settings at a management or operational level.

### Admission Requirements

**Graduate Certificates**

To qualify for admission to the course applicants must hold an undergraduate degree of three or more years duration, or equivalent, as approved by the School.

Applicants who do not fulfil the academic requirements but who can demonstrate extensive industrial experience in positions requiring senior management skills, may apply to the School to be considered for selection.

Applicants may be required to attend an interview.
Graduate Diploma
To qualify for admission to the course applicants must hold an undergraduate degree of three or more years duration, or equivalent, as approved by the School.
Applicants who have satisfactorily completed either the Graduate Certificate in Sport and Recreation Management and 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, and comprises of the two Graduate Certificates.

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) semester on a full-time basis or part-time equivalent (incorporating the 1st year of the Graduate Diploma).

Programme Structure
The programme contains both discrete and sequential modules. The programme 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 programme completes the articulated sequence of studies leading to the 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.

Or

2: The final one semester of the programme completes 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 is conditional upon approval by the Course Coordinator. Approval can only be granted if an appropriate supervisor has been appointed.

Credit Hours/ week

Graduate Certificate in Sport and Recreation Management
Semester One
HPSS101 Sport and Recreation Management Business Context 15 39
HPSS102 Sport and Recreation Strategic Marketing 15 39
HPSS103 Sport and Recreation Resource Management 15 39
HPSS104 Sport and Recreation Planning 15 39
Course Total: 60 156

Graduate Certificate in Sport and Recreation Management – Operations
Semester Two
HPBS202 Sport Event Management 15 39
HPBS201 Sport and Recreation Industry Issues 15 39
HPBS203 Programme Administration and Delivery 15 39
HPBS205 Facility Management and Design 15 39
Course Total: 60 156

Note: If students wishes to enter into the Master of Arts by Coursework and Minor thesis they must complete the subject HPR0001 Introduction to Research Design and Methods or students studying offshore will enrol in HPMS006 Recreation and Sport Research and Investigation. This requirement does not apply to the Master of Arts by Project Management programme.

Graduate Diploma
The Graduate Diploma comprises the preceding two Graduate Certificates (as detailed above).
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.
1. The Project Management Programme
The Master of Arts – Project Management Programme requires the completion of the Graduate Diploma in Sport and Recreation Management plus six months/one semester of the Project Management Master Degree study programme.

Credit Hours/ week

Project Management Option – One Semester of Study
HPM6020 Sport and Recreation Management Project Development (Full-Time) 20 3
And
HPM6021 Sport and Recreation Management Investigation (Full-Time) or 40 3
Or
HPM6022 Sport and Recreation Management Investigation (Part-Time) (over 2 semesters - 2 x 20 cp) 40 3
Total: 60 72
2. The Master of Arts (by Coursework) Programme

The Master of Arts (by Coursework) programme requires the completion of the Graduate Diploma in Sport and Recreation Management plus six months / one semester of Research-Based Master Degree study programme.

Minor Thesis Option – One Semester of Study
HPM6002 Graduate Seminar 20 3
and
HPM6003 Minor Thesis (Full-Time) 40 3
or
HPM6005 Minor Thesis (Part-Time) (over 2 semesters - 2 x 20 cp) 40 3
Total: 60 72
Cumulative Program Total: 240 456

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 range of professional skills, values, and knowledge to be applied in the sport industry;
- the competencies to assist manage sport organisations and projects;
- 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

Applicants who do not meet these academic requirements will not be considered for selection. In addition to satisfying the admission requirements for Australian resident students or demonstrating equivalence, overseas students and students of non-English speaking backgrounds must provide evidence of proficiency in the English language.
Master of Applied Science – Human Performance

Course Code: HMHP

Course not offered in 2005

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/week</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Year One</strong></td>
<td></td>
</tr>
<tr>
<td>Graduate Diploma in Exercise for Rehabilitation</td>
<td>120</td>
</tr>
<tr>
<td>or</td>
<td></td>
</tr>
<tr>
<td>Graduate Diploma in Exercise and Sport Sciences</td>
<td>120</td>
</tr>
<tr>
<td><strong>Year Two</strong></td>
<td></td>
</tr>
<tr>
<td>Master of Applied Science</td>
<td></td>
</tr>
<tr>
<td>Semester One</td>
<td></td>
</tr>
<tr>
<td>HFR0001 Advanced Quantitative Research Methods or</td>
<td>20</td>
</tr>
<tr>
<td>HPR0001 Introduction to Research Design and Methods</td>
<td>40</td>
</tr>
<tr>
<td>Semester Two</td>
<td></td>
</tr>
<tr>
<td>HPG6030 Minor Thesis (full-time)</td>
<td>60</td>
</tr>
<tr>
<td>Total Year Two:</td>
<td>120</td>
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<tr>
<td>Course Total:</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;
or
Bachelor of Arts – Recreation Management or an equivalent;
or
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 2005, the School of Nursing and Midwifery 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 Substance Abuse</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>1. Cardiothoracic Nursing</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>2. Cancer Nursing</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>3. Emergency Nursing</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>4. Geriatric Nursing</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>5. Neuroscience Nursing</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>6. Orthopaedic Nursing</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>7. Paediatric Nursing</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Graduate Diploma in Midwifery</td>
<td>S</td>
<td>n/a</td>
<td>Y</td>
</tr>
<tr>
<td>Master of Health Science</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1. Mental Health</td>
<td>S</td>
<td>Y</td>
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<tr>
<td>Master of Public Health Nursing</td>
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<tr>
<td>Graduate Certificate in Public Health</td>
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<td></td>
</tr>
<tr>
<td>Nursing</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Graduate Diploma in Public Health Nursing</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Master of Nursing (by Research)</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Doctor of Philosophy</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
</tbody>
</table>

*Campus S=St Albans F=Footscray Park

Graduate Diploma in Substance Abuse Studies

Course Code: HGSA

Course Objectives

The aim of the course is to provide students with a broad understanding of theories, treatment methods, health promotion skills and therapeutic intervention techniques that would allow them to make a positive contribution in the area of substance abuse through appropriate direct intervention and referral.

The course is designed to be both a useful stand alone qualification and to articulate with several other graduate courses offered within the University.

Admission Requirements

This course is a multi-disciplinary program and is open to all health care professionals or individuals working in the area of substance abuse.

To qualify for admission to the course applicants must normally hold a bachelor degree. Applicants who do not meet the normal admission requirement, but who possess appropriate professional experience and meet such other requirements as are perceived appropriate by the School, may be considered. These requirements may include the completion of selected nursing and/or other subjects from the undergraduate degree program, or a preparation for study program.

Applicants may be required to attend an interview and would need to demonstrate to an academic panel adequate preparation to undertake studies at a higher level.

Course Duration

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

Course Structure

The part time structure is as follows:

<table>
<thead>
<tr>
<th>Credit Points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year One</td>
<td></td>
</tr>
<tr>
<td>Semester One</td>
<td></td>
</tr>
<tr>
<td>HNS5010</td>
<td>15</td>
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<tr>
<td>HNS5020</td>
<td>15</td>
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<td>Semester Two</td>
<td></td>
</tr>
<tr>
<td>HNS5030</td>
<td>15</td>
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<td>HNS5040</td>
<td>15</td>
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<tr>
<td>Year Two</td>
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<tr>
<td>Semesters One and Two</td>
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<tr>
<td>HNM6122 Clinical Project</td>
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<tr>
<td>Course Total</td>
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</tr>
</tbody>
</table>
Master of Health Science – Mental Health

Course Code: HMML

Incorporating

Graduate Certificate – Mental Health

Course Code: HTML

Graduate Diploma – Mental Health

Course Code: HGML

Course Objectives
The course aims to prepare graduates with:
- practice at an advanced practitioner level within the mental health field.
- provide clinical leadership within their chosen sphere of mental health practice
- participate fully as a member of interdisciplinary mental health teams in teaching, research and practice development
- provide informed mental health education and promotion to all age groups
- undertake the collection analysis and interpretation of mental health data as required

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, and Midwifery International applicants must provide evidence of IELTS 6.

Course Structure

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit Points</th>
<th>Hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Graduate Certificate</strong></td>
<td></td>
<td></td>
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<tr>
<td>Semester One</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HNM5101 Interview &amp; Assessment Methods in Mental Health Contexts</td>
<td>15</td>
<td>39</td>
</tr>
<tr>
<td>HNM5102 Cognitive Behaviour Therapy in Severe Mental Illness 1</td>
<td>15</td>
<td>39</td>
</tr>
<tr>
<td>HNM5103 Evidenced Based Practice</td>
<td>15</td>
<td>39</td>
</tr>
<tr>
<td>HNM5104 Fieldwork: Mental Health Practice*</td>
<td>15</td>
<td>120</td>
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<tr>
<td><strong>Graduate Diploma</strong></td>
<td></td>
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<tr>
<td>Semester Two</td>
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<td></td>
</tr>
<tr>
<td>HNM5205 Psychopharmacology in Healthcare Contexts 1</td>
<td>15</td>
<td>39</td>
</tr>
</tbody>
</table>

Total: 180

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; have relevant professional experience in Nursing, as approved by the School; and meet such other requirements as are perceived appropriate by the School. These requirements may include the completion of selected nursing and/or other subjects from the undergraduate degree program, or a preparation for study program.

**Course Duration**

The Master of Nursing is offered over three semesters on a full-time basis or part-time equivalent.

**Course Structure**

The Program provides for multiple entry and exit points. Upon completion of the first semester of study students may exit with the Graduate Certificate in their chosen area of specialisation. Upon completion of the second semester of study students may exit with the Graduate Diploma in their chosen area of specialisation. The third and final semester of study completes the articulated sequence of study leading to the Master of Nursing.

<table>
<thead>
<tr>
<th>Semester One</th>
<th>Credit Points</th>
<th>Hours/Week</th>
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</thead>
<tbody>
<tr>
<td>HNR001 Introduction to Research Design and Methods</td>
<td>20</td>
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</tr>
<tr>
<td>Specialisation Subject Level 1</td>
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<td>3</td>
</tr>
<tr>
<td>Specialisation Subject Level 2</td>
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<td>Total:</td>
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<table>
<thead>
<tr>
<th>Semester Two</th>
<th>Credit Points</th>
<th>Hours/Week</th>
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<tr>
<td>HNG5001 Issues &amp; Policies in Professional Practice</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>Specialisation Subject Level 3</td>
<td>20</td>
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<td>Coursework Stream</td>
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<tr>
<td>HNM6118 Evidence Based Practice in Specialised Nursing</td>
<td>20</td>
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<thead>
<tr>
<th>Semester Three</th>
<th>Credit Points</th>
<th>Hours/Week</th>
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</thead>
<tbody>
<tr>
<td>HNM6119 Leadership &amp; Management in Specialised Nursing</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>HNM6209 Clinical Specialised Project</td>
<td>40</td>
<td>6</td>
</tr>
<tr>
<td>Minor Thesis Stream</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HHA6115 Minor Thesis (Full-Time)</td>
<td>60</td>
<td>9</td>
</tr>
</tbody>
</table>

**Specialisation Subjects**

- HNG5003 Ageing Health & Illness 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

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**Master of Midwifery**

_Course Code: HMMW_

Incorporating –

**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 years' 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 full-time or part-time equivalent.

Course Structure

Graduate Diploma
The course consists of six subjects, some incorporating clinical practice. The clinical practice component will consist of short and long term agency supervised placements. Supervision will be provided by experienced Midwives.

### Semester One
- HNM5010 Sociopolitical Aspects of Midwifery 15 39
- HNM5021 Psychosocial Context of Maternity 15 36
- HNM5011 Primary Care Midwifery (F/T) 30 72 182
  or
- HNM5012 Primary Care Midwifery (P/T) 20 72

### Semester Two
- HNR0001 Introduction to Research Design and Methods 10 36
- HNM5020 Collaborative Midwifery (F/T) 30 72 182
  or
- HNM5023 Collaborative Midwifery (P/T) 15 72
- HNM5022 Consolidation of Midwifery Practice 20 160

**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>Semester One</th>
<th>Credit Points</th>
<th>Hours/Week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HNM6011 Counselling in the Health Care Context</td>
<td>10 36</td>
<td></td>
</tr>
</tbody>
</table>

### Pathway 2 – Research Focus

<table>
<thead>
<tr>
<th>Semester One</th>
<th>Credit Points</th>
<th>Hours/Week</th>
</tr>
</thead>
<tbody>
<tr>
<td>HNM6040 Research Planning</td>
<td>15 36</td>
<td></td>
</tr>
</tbody>
</table>

or
- HHA6115 Minor Thesis (Full-Time) 45 117
- HHA6116 Minor Thesis (Part-Time) 45 117

**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: HTPU

Graduate Diploma in Public Health Nursing

### Course Code: HGPU

Course Objectives
The course aims to prepare graduates with:

- enhanced knowledge and skills for professional practice as specialist nurses in public and community health;
- knowledge and skills to enable them to participate fully in a cross disciplinary public health team;
- ability to integrate knowledge relevant to nursing and public health and apply this to public health issues;
- enhanced educational and personal skills for 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>Semester One</th>
<th>Credit</th>
<th>Hours/week</th>
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</thead>
<tbody>
<tr>
<td>HNM6011 Counselling in the Health Care Context</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HNU5003 Psychosocial Issues of the Family</td>
<td>15</td>
<td>3</td>
</tr>
<tr>
<td>HNU5004 Health Promotion and Education</td>
<td>10</td>
<td>3</td>
</tr>
<tr>
<td>HNU5001 Health and Development of the Young Family*# or HNU5002 Health and Development in Childhood and Adolescence*#</td>
<td>20</td>
<td>3</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Semester Two</th>
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</thead>
<tbody>
<tr>
<td>HNU5005 Issues of Professional Practice</td>
<td>10</td>
<td>3</td>
</tr>
<tr>
<td>HNU5006 Public Health; Policy and Practice</td>
<td>10</td>
<td>3</td>
</tr>
<tr>
<td>HFR0001 Advanced Quantitative Research Methods or HFR0002 Advanced Qualitative Research Methods</td>
<td>20</td>
<td>3</td>
</tr>
<tr>
<td>HNU5001 Health and Development of the Young Family*# or HNU5002 Health and Development in Childhood and Adolescence*#</td>
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<tbody>
<tr>
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</tr>
<tr>
<td>Course Total:</td>
<td></td>
<td>180</td>
</tr>
</tbody>
</table>

*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
- Mental Health
- Midwifery
- Neuroscience Nursing
- Nursing Education
- Nursing Theory and Clinical Practice
- Ontology and Epistemology of Caring
- Professional Nursing Issues
- Substance Abuse
- 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 Bachelors 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 civilization traditions in East, Southeast and South Asian societies. It will introduce students to the processes of accommodation and adaptation of the great religious traditions that have taken place in China, Japan, Indonesia and India and examine how this is reflected in literature and art. The subject will explore the processes of social, cultural and religious change of these societies in the post-colonial world. The approach will be comparative and will draw on the disciplines of anthropology, history and political science.
Subject Hours Eighteen hours for one semester.
Assessment One literature review exercise of 1500 words (40%); one long essay of 2500 words (60%).

ACAS001 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 Three hours per week for one semester comprising one one-hour lecture and one two-hour workshop.
Assessment One class assignment of 500 words 10%; 1 class assignment of 1000 words, 20%; 1 written assignment of 1000–1500 words, 35%; 1 written assignment of 1500 words, 35%.

APTI025 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).

APTI035 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 Centre, Gestalt, Existential, Behavioural, Cognitive Behavioural and Psychodynamic theories will be addressed. Through role plays and class activities, students will be
FACULTY OF HUMAN DEVELOPMENT

couraged 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%.

AXH5001 THE UNIVERSITY IN HISTORY
Campus St Albans
Prerequisite(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 University intellectual; Oxbridge and the British Empire; American developments and the multi-versity; nation building and the university; The Cold War universities; theories of education and economic development; the impact of the New Right; and the future of Australian universities.
Required Reading To be advised.


Subject Hours Three hours per week for one semester comprising one three hour lecture/seminar or equivalent.
Assessment Projects (2 x 25%), 50%, examination, 50%. All components of assessment must be satisfactorily completed.

BLO5400 SPORT AND THE LAW
Campus City Flinders, Footscray Park
Prerequisite(s) Nil
Content This subject addresses sport policies and practices in the context of the Australian legal system and the law. An overview of the Australian legal system will be followed by an examination of a number of applied legal issues in sport which include: statutory requirements for sport and sport science institutions, injury liability, duty of care, health and safety, anti-discrimination and equal opportunity, contracts, restraint of trade and other trade practices. Consideration will also be given to the legal implications of the introduction of new communication and medical technologies in sporting organisations and practices, natural justice and sport tribunals, defamation, and contract law.


Subject Hours Three hours per week for one semester comprising one three hour lecture / seminar or equivalent.
Assessment Papers/presentations, 50%; examinations, 50%. All components of assessment must be satisfactorily completed.

HDR0001 INTRODUCTION TO RESEARCH DESIGN AND METHODS
Campus St Albans, Footscray Park, Flinders Lane, Distance Education
Prerequisite(s) Nil
Content The content of this subject will provide an introduction to research methods and design for the social sciences. This will include a review of the scientific methods and ways of knowing, quantitative and qualitative paradigms, questionnaire design and evaluation, validity and reliability of research designs, ethical issues and evaluation of the research design of published papers. The subject will also include an introduction to sampling and methods of data collection and analysis for quantitative and qualitative research. The study of quantitative methods will focus on experimental, correlational and survey designs and of the corresponding methods of data analyses including descriptive and inferential statistics, correlation and regression and hypothesis testing. The qualitative research designs to be studied in some detail will be drawn from case study, ethnography, grounded theory, phenomenology, historical research, philosophical research and action research. The role of the researcher in collecting qualitative data will be discussed along with methods of analysing qualitative data.


BAO5405 SPORT FINANCE
Campus City Flinders, Footscray Park
Prerequisite(s) Nil
Content This subject aims to provide students with a sound understanding of the economic and financial parameters which surround the operation of sport organisations and the pivotal role of fundraising and budgeting in guiding a sporting organisation’s programs and activities. Balance sheets, revenue statements and cash flow statements will be studied and used to diagnose the financial health of sporting organisations and to identify workable funding and budgeting strategies. The ethical dimensions of financial management and accounting practice will also form part of the curriculum.

Required Reading Howard, D. R. & Crompton, J. L. 1995, Financing Sport, Fitness Information Technology, Morgantown, WV.
HEG1000 UNDERSTANDING EXPERIENTIAL LEARNING AND THEORETICAL PERSPECTIVES

Campus Footscray Park

Prerequisite(s) Nil

Content Understanding Intervention will include an investigation into the cultures, subcultures, psychology and social experience of key periods across the life span with a major focus on youth. Understanding group processes, crisis intervention and anger management, will be discussed along with strategies to encourage people to accept opportunities to reflect on their present life patterns with a bid to change them. The integration of individuals within their community, and the ethics and values relative to a range of intervention approaches utilising experiential education will be covered.


Subject Hours 39 hours for one semester in lectures, workshops or equivalent.

Assessment Two written assignments totalling 5000 words (graded) and satisfactory participation in practical component.

HEG1001 WILDERNESS ADVENTURE BASED EXPERIENTIAL LEARNING THEORY AND PRACTICE

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 experiences will also be incorporated.


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.
HEG1003 CURRENT ISSUES IN COMMUNITY ARTS

Campus Footscray Park
Prerequisite(s) Nil; or equivalent.
Corequisite 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%).

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HEG1004 COMMUNITY ARTS PROJECT MANAGEMENT

Campus Footscray Park
Prerequisite(s) HEG1000 Understanding Experiential Learning and Theoretical Perspectives; HEG1003 Current Issues in Community Arts; or equivalent.
Content The first part of this course will involve students studying arts projects involving presentation or performance in a variety of contexts and evaluating them in relation to relevant theory. Project planning, funding and management structures will be examined. Projects will be considered within an overview of the role of the arts in society. The second part of the course will involve students planning their own performance/presentation project in conjunction with a community organisation.
Subject Hours 39 hours for one semester including lectures, workshops, or equivalent.
Assessment One written assignment of 4000 words (75%); and one 15 minute oral presentation (25%).

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HEG1005 YOUTH LITERACY: THEORIES AND STRATEGIES FOR LEARNING

Campus Footscray Park
Prerequisite(s) Nil
Corequisite 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.
Subject Hours 39 hours for one semester including lectures, workshops, or equivalent.
Assessment One written assignment of 4000 words (75%); and one oral presentation (25%).

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HEG1006 YOUTH LITERACY: CONTEXTS AND CHALLENGES

Campus Footscray Park
Prerequisite(s) HEG1000 Understanding Experiential Learning and Theoretical Perspectives; HEG1000 Youth Literacy: Theories and Strategies of Learning; or equivalent
Content This program will provide an overview of youth programs and recent policy development in relation to youth education. It will introduce students to debates about the relationship between youth literacy, structural unemployment and the global economy, youth culture and representations of youth. It will encourage debate and social action in regard to the educational needs of 'youth at risk'.


**Subject Hours** 39 hours for one semester including lectures, workshops, or equivalent.

**Assessment** One written assignment of 4000 words (75%); and one 15 minute oral presentation (25%).

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**HEGI1301 SCIENCE AND TECHNOLOGY**

**Campus** Footscray Park, Melton

**Prerequisite(s)** Nil

**Content** Participants will work through a range of classroom activities for specific science and technology themes and develop an understanding of how children learn about science and technology. They will also develop skills and strategies for planning and including science in the primary and middle school curriculum.


**Subject Hours** 18 hours of workshops and 21 hours in a school-based independent Action Research project.

**Assessment** Report of Action Research project (3500 words), 100%.

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**HEGI1302 VOCATIONAL EDUCATION AND TRAINING**

**Campus** Footscray Park, Melton

**Prerequisite(s)** Nil

**Content** Participants will be involved in the analysis of case studies which show the various approaches used by schools to include vocational education pathways within their post-compulsory schooling programs. Issues concerning the design and implementation of dual recognition subjects, apprenticeships and traineeships, credit transfer, workplace learning, enterprise skills and the inclusion of Key Competencies will form the basis of the analysis. The needs and options of particular groups of students, such as girls or students living in localities of particularly high levels of unemployment will be explored.


**Subject Hours** 18 hours of workshops and 21 hours in a school-based independent Action Research project.

**Assessment** Report of Action Research project (3500 words), 100%.

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**HEGI1303 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%.

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**HEGI1304 LITERACY IN THE CLASSROOM**

**Campus** Footscray Park, Melton

**Prerequisite(s)** Nil

**Content** Participants will be introduced to aspects of the literacy debate, with particular reference to applications in particular school settings: for example the early Primary years and the Middle Years. The subject will consider implications for curriculum design which acknowledge diversity among learners and the identification and reporting of outcomes.

**Required Reading** Board of Studies, Victoria, 1996, English Curriculum and Standards Framework and Course Advice. Carlton: Board of Studies.


**Subject Hours** 18 hours of workshops and 21 hours in a school-based independent Action Research project.

**Assessment** Report of Action Research project (3500 words), 100%.

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**HEGI1305 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. Eds. 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%.

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**HEG1306 MATHEMATICS IN THE CLASSROOM**

**Campus** Footscray Park, Melton

**Prerequisite(s)** Nil

**Content** The subject will introduce teachers to current research on mathematics teaching and curriculum. Consideration will be given to the implications for curriculum design which acknowledges diversity among learners, the use of learning technologies and the reporting of learning outcomes. Participants will be given an opportunity to enhance their mathematical understanding.

**Required Reading** Board of Studies 1995 *Curriculum and Standards Framework: Mathematics,* Carlton: Board of Studies.


**Subject Hours** 18 hours of workshops and 21 hours in a school-based independent Action Research project.

**Assessment** Report of Action Research project (3500 words), 100%.

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**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.


**Subject Hours** One one-hour lecture and four three-hour workshops for one semester and 18 hours of workshops and 21 hours in a school-based independent Action Research project.

**Assessment** Report of Action Research project (3500 words), 100%.

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**HEG1309 GENDER AND EDUCATION**

**Campus** Footscray Park, Melton

**Prerequisite(s)** Nil

**Content** Participants will review the current experiences and outcomes for girls and boys introduced to a range of approaches to gender equity and reform used in primary and secondary schools. Strategies for developing gender inclusive and responsive 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%.

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**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.


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%.

HEG1314 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’Writ. Ryde, NSW: National Schools Network.


Subject Hours 18 hours of workshops and 21 hours in a school-based independent Action Research project.

Assessment Report of Action Research project (3500 words), 100%.

HEG1410 MINOR ACTION RESEARCH PROJECT
Campus Footscray Park, 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%; journal (3000–4000 words), 33.3%; oral or workshop presentation of findings, 33.3%.
HEG1411 MAJOR ACTION RESEARCH PROJECT

Campus Footscray Park, Melton

Prerequisite(s) Nil

Content 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 practices and research findings and share the results of their own research.


Subject Hours Seventy-eight hours over two semesters comprising one two-hour lecture and ten three-hour seminars and 46 hours of supervised project work.

Assessment Documentation of an action research plan (1500 words); journal of review of the literature (1500 words); progress report (1500 words). Presentation of research findings to peers at an appropriate venue or preparation of a paper on their research findings for publication in a teacher organisation journal.

HEG1501 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 analysed. 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.


Subject Hours Three hours per week for one semester.

Assessment The development of a design statement for a curriculum suitable for implementation in participants’ workplaces (4000 words), 70%; an analytical essay (1000 words), 30%.

HEG1502 EVALUATION

Campus Footscray Park

Prerequisite(s) Nil

Content An introduction to evaluation issues in education and training, and to approaches and techniques for undertaking evaluation. Study of evaluation reports and instruments will focus on external evaluation, standards and ethical issues in conducting an evaluation, curriculum analysis, observation, interview and questionnaire as techniques for data gathering, and performance indicators for evaluation of training at different levels.

Required Reading As advised by lecturer.


Subject Hours Three hours per week for one semester.

Assessment Report of an external evaluation (3500 words), 60%, preparation for an external evaluation (1500) 40%. 35%.

HEG1503 TEACHING, LEARNING AND ASSESSMENT

Campus Footscray Park

Prerequisite(s) Nil

Corequisite(s) For students enrolled in the Graduate Diploma in Nurse Education HD5125 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%.

HEG1504 INNOVATION

Campus Footscray Park

Prerequisite(s) Nil

Content This subject focuses on planned change at the individual, enterprise and societal levels. It examines values underlying particular innovations and models and strategies for promoting and disseminating change, and factors affecting adoption and institutionalization. It will examine issues in improving the practice of schools and teachers, trainers and educators and the concepts of the learning organization and lifelong learning and capability.

Continuous social, economic and technological change renders obsolete aspects of the intellectual capital, skills and competitive edge of organisations and individuals. Individuals are exhorted to become lifelong learners, enterprises to become learning organizations, and governments to create a learning society. Most innovation and planned change reflects a response to a perception of need and aims at ‘improvement’ in some terms. Education and training practice has been influenced by developments in, for example, information technology, the application of principles of economic rationalism within a system of centralized goal – setting, and more articulate societal expectations about the accountability of teachers and trainers. The changes include devolved institutional management, curriculum review and development, revised organisational goals, the creation of a private training sector and professional development frameworks.


**Subject Hours** Three hours per week for one semester.

**Assessment** A report of a planned change in an organization, including analysis of the factors which influenced design, implementation, adoption and institutionalisation of the change (5500 words), 70%. Literature review: 30%

### HEG1532 TRAINING DESIGN AND PRACTICE 1

**Campus** Footscray Park

**Prerequisite(s)** Nil

**Content** This subject is an introduction to design, delivery and evaluation of training programs. It aims to develop skills in creating short training programs ‘from scratch’, and will explore design of competency based curriculum. Students will practice writing demonstrable and observable learning outcomes, identify starting levels, sequence content, apply a range of delivery methods and skills, and design and use evaluation as a continuous improvement process. The emphasis is on practical skills, and students will practise different training and presentation skills. Students will be required to apply action learning principles and practice to their own learning experience.

**Required Reading** As advised by lecturer.

**Recommended Reading**

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 Preparation and presentation of a consultancy tender.

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.


Subject Hours Three hours per week for one semester.

Assessment Preparation and presentation of a consultancy tender.

HEG1537 PROFESSIONAL CONSULTANCY 2

Campus Footscray Park
Prerequisite(s) HEG1536 Professional Consultancy 1; or equivalent.

Content The subject focuses on such aspects as the leadership role of consultants, cultural contexts in which consultants work, the design of tender proposals, writing of submissions, building a consultancy team, planning, negotiating, implementing and reporting consultancy inputs in response to criteria such as Terms of Reference, expectations and responsibilities of consultants held by different agencies, costing consultancy inputs, ethical issues in undertaking consultancies, the difference between research and consultancy, training for consultancy, and criteria for evaluating the quality of consultancies.

Required Reading To be advised by lecturer.

HEG1538 ASSESSMENT 1

Campus Footscray Park

Prerequisite(s) Nil

Content An introduction to the role of the assessor in competency-based systems 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


Assessment Report of a study of assessment practices and issues arising in a workplace (5,000 words), 100%.

HEG1539 ASSESSMENT 2

Campus Footscray Park

Prerequisite(s) HEG1538 Assessment 1; or equivalent.

Content Participants will plan, deliver and evaluate an activity in a workplace which complies with criteria for quality assessment. Class meetings will be used to plan and report on the work done. Readings and other forms of assistance will be provided.

Required Reading As advised by lecturer.


Subject Hours Three hours per week over one semester.

Assessment Report and critique of the work undertaken for the subject (5,000 words), 100%.

HEG1540 MATHEMATICS IN EDUCATION AND TRAINING 1

Campus Footscray Park

Prerequisites Nil

Content This subject will draw on current research and practice to assist teachers and trainers in understanding and designing mathematics and numeracy programs in a range of educational settings including the workplace. Topics will include: critical appraisal of current mathematics and numeracy policy and curriculum documents including the social and political context of these documents; the concept of critical numeracy and its application to curriculum design; the implications of changing technology for mathematics curriculum, pedagogy and delivery of training programs; gender and mathematics and numeracy; the significance of language and literacy for mathematics learning; and assessment of mathematics and numeracy. The emphasis of enquiry in this subject will relate to the workplace contexts of participants.


Class Contact 3 hours per week over one semester.

Assessment Literature review (3000 words), 75% Seminar presentation (lead a discussion on a policy document, curriculum program or research paper), 25%.
HEG1541 MATHEMATICS IN EDUCATION AND TRAINING 2
Campus Footscray Park  
Prerequisite(s) HEG1540 Mathematics in Education and Training 1; or equivalent.
Content 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 SRSC's; 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%.

HEG1560 FINANCIAL MANAGEMENT
Campus City Flinders, Off Campus  
Prerequisite(s) Applicants applying for this subject will be required to demonstrate basic experience in using Information Technology.
Content This 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 lecture per week for one semester.
Assessment Assignment and practical exercises, 100%.

HEG1580 COMPUTING
Campus City Flinders, Off Campus  
Prerequisite(s) Nil  
Content The subject provides an introduction to computer systems in aged services including computer hardware; computer software; aged care and services software; the Internet; introduction to Windows; file management; Word for Windows 95 (word processing); Excel 97 for Windows 95 (spreadsheet); copyright issues; privacy and ethical issues and data security.
Recommended Reading Study material as provided by the lecturer.
Subject Hours One three-hour seminar per week for one semester.
Assessment Class tests and assignments, 100%.

HEG1600 TEACHING PRACTICE
Campus Footscray Park  
Prerequisite(s) Nil  
Content A central part of the course during which students undertake observation of classrooms, supervised teaching practice in their method subjects and a range of school based activities designed to develop their understanding of the role of a teacher and their training competencies.
Required Reading To be advised by lecturer.
Subject Hours Minimum of 45 days during the year.
Assessment Schools reporting on practice.

HEG1602 EDUCATION SYSTEMS AND ISSUES
Campus Footscray Park  
Prerequisite(s) HEG1615 The Broad Context of Teaching; or equivalent.
Required Reading To be advised by lecturer.
**HEG1603 THEORY SKILLS AND PRACTICE OF SCHOOL AND CLASSROOM ORGANISATION**

**Campus** Footscray Park  
**Prerequisite(s)** Nil  
**Required Reading** To be advised by lecturer.  
**Subject Hours** Two hours per week for two semesters.  
**Assessment** By assignments and projects.

**HEG1604 GENERAL SCIENCE METHOD**

**Campus** Footscray Park  
**Prerequisite(s)** Appropriate background in Science.  
**Content** Techniques of teaching and classroom management, including inquiry approaches, small and large group projects, discussions, exposition, demonstration, coaching, audiovisual and computer assisted techniques, role play, negotiation. Techniques in curriculum planning, materials development, and resource selection, including the construction of program and lesson plans, the writing of units of work, and the evaluation of available texts and materials. Techniques in assessment and reporting, including learning outcomes approaches and descriptive reporting; the construction and use of tests, observation schedules, and exercises such as concept mapping; the establishment of criteria of quality of performance; the organisation and use of student self-assessment and peer assessment. Knowledge of the aims, approaches and resources relevant to general science in the subject, especially as outlined through 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, student safety, legal requirements of teachers and schools, use of live animals, design of facilities, management of resources, requirements of, and participation in, whole-school management. Issues important in planning and teaching in the subject, including inclusiveness, individual differences, and the quality of learning for all students; links to industry, the community and life beyond school; gender issues and role expectations; 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.

**HEG1605 SENIOR SECONDARY SCIENCE 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 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, student safety, legal requirements of teachers and schools, use of live animals, design of facilities, management of resources, requirements of, and participation in, whole-school management. Issues important in planning and teaching in the subject, including inclusiveness, individual differences, and the quality of learning for all students; links to industry, the community and life beyond school; gender issues and role expectations; 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.

**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.

**HEG1607 ADVANCED MATHEMATICS METHOD**

**Campus** Footscray Park  
**Prerequisite(s)** Nil  
**Content** Using micro-computers in the mathematics classroom (software for graphing and calculations, software for class lessons and independent learning, e.g. Amograff). Using Logo to teach mathematics - elementary Logo programming and its use in developing mathematical concepts. Children’s understanding of mathematics - common misconceptions and difficulties in number, algebra, probability and measurement. The process of mathematical thinking - a study of how people work on problems with a substantial mathematical content, developing awareness of personal problem-solving behaviour, and how to develop problem-solving ability in others. Theories of mathematics...
learning - Piaget, Bruner, Papert; discovery, inquiry and problem-solving approaches.

Required Reading To be advised by lecturer.
Subject Hours Three hours per week for two semesters.
Assessment By assignments and projects.

HEG1608 PHYSICS METHOD
Campus Footscray Park
Prerequisite(s) Nil
Content Techniques of teaching and classroom management, including inquiry approaches, small and large group projects, discussions, exposition, demonstration, coaching, audiovisual and computer-assisted techniques, role play, negotiation. Techniques in curriculum planning, materials development, and resource selection, including the construction of program and lesson plans, the writing of units of work, and the evaluation of available texts and materials. Techniques in assessment and reporting including work-required approaches and descriptive reporting; the construction and use of tests, observation schedules, and exercises such as concept mapping, the establishment of criteria of quality of performance, the organisation and use of student self-assessment and peer assessment. Knowledge of the aims, approaches and resources specified in the subject, especially as outlined through frameworks and/or the VCE, and other common resources in the subject area; understanding of the place of the subject in the whole-school curriculum; Central concepts, and skills within the subject and common understandings, interests and difficulties that students have in the area. Knowledge of operational aspects of teaching in the subject including, as appropriate; student safety, legal requirements of teachers and schools, design of facilities, management of resources, requirements of, and participation in, whole-school management. Issues important in planning and teaching in the subject, including inclusiveness, individual differences, and the quality of learning for all students; links to industry, the community and life beyond school; gender issues and role expectations; use of information technologies in the classroom; assessment for learning and credentials. Skills in evaluation and review, including the construction (or selection) and use of ‘instruments’ to collect data relevant to the planning, implementation, and outcomes of a teaching program; documentation of programs, planning and review; ‘action research’ methods; program budgeting; and working in teams within and beyond the school.
Required Reading To be advised by lecturer.
Subject Hours Three hours per week for two semesters.
Assessment By assignments and projects.

HEG1610 COMPUTER STUDIES METHOD
Campus Footscray Park
Prerequisite(s) Appropriate background in computing.
Content Techniques of teaching and classroom management, including inquiry approaches, small and large group projects, discussions, exposition, demonstration, coaching, audiovisual and computer-assisted techniques, role play, negotiation. Techniques in curriculum planning, materials development, and resource selection including the construction of program and lesson plans, the writing of units of work, and the evaluation of available 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; 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.

HEG1609 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.

HEG1611 APPLIED CURRICULUM
Campus Footscray Park
Prerequisite(s) Nil
Content This subject is designed to give students the opportunity to work on an aspect of school curriculum development and evaluation using an action research focus. Where possible the projects will be designed in conjunction with teachers in schools and in many cases are carried out in the same schools as those used by the student teachers for their teaching rounds. Student teachers generally work in small groups with support from a university lecturer and a mentor teacher from the school. The
project generally relates to a method area although some projects have an integrated focus. Typically the projects involve aspects of either numeracy, literacy, information technology, science, physical education, sport, art or ESL.

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

**Subject Hours** Eight days or 48 hours over 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, gymnastics. The teacher: philosophy of physical education, discipline, legal liability, first aid, safety vs. risk, the role of the physical education teacher. The students: growth and development of adolescents, health and hygiene, disabled, integration and adaptive programs, ability parameters, social, physical, psychological. Resources: ACHPER (Australian Council for Health, Physical Education and Recreation), National Heart Foundation, Department of Sport and Recreation, VicFit.

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

**Subject Hours** Three hours per week for two semesters comprising seminars and workshops.

**Assessment** Literature review, 35%; log book, 35%; class presentation, 30%.

### HEG1614 LANGUAGES OTHER THAN ENGLISH

**Campus** Footscray Park

**Prerequisite(s)** According to guidelines

**Content** Language as a human and social resource. The social and educational context of languages other than English in Australia. Priority languages. First and second language acquisition: Developmental aspects. Past and current approaches to second language learning/teaching. Needs analysis and goal of learning. Monitoring progress and feedback. Strategies for learning and teaching. Program design and evaluation. Profiling and assessment for bilingual/multilingual learners. The development and adaption of resources. The rationale and organisation of different types LOTE programs. Immersion programs and bilingual education. Study of the CSF and VCE.

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

**Subject Hours** Three hours per week for two semesters.

**Assessment** Literature review, 35%; log book, 35%; class presentation, 30%.

### HEG1615 THE BROAD CONTEXT OF TEACHING

**Campus** Footscray Park

**Prerequisite(s)** Nil

**Content** The aim of this subject is to provide students with an understanding of the broad context within which schooling and teaching take place. The course will analyse the premise that schools do not exist in isolation from the society which surrounds them and will examine the social, cultural, economic and political trends which impact upon schooling and the key debates which have taken place on the nature and function of schooling over the past 100 years.

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

**Subject Hours** Two hours per week for one semester.

**Assessment** By assignment and projects.

### HEG1650 OPERATIONAL & MATERIAL 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 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%.

### HEG1660 MATERIALS RESOURCE MANAGEMENT

**Campus** City Flinders, Off Campus

**Prerequisite(s)** Nil

**Content** This subject provides a basic introduction to management of the range of material resources; statutory requirements relating to safety, occupational health and maintenance and general conditions of contract; certification and accreditation in relation to the Aged Care Act 1997, including fire prevention and protection and building design features; the legislation operating in this area, rights, responsibilities and liabilities; general principles of operation; staff roles and
HEG1702 ONLINE LEARNING IN TERTIARY EDUCATION

Campus Footscray Park, Sunbury

Prerequisite(s) Nil

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.


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 Thirty-nine hours for one semester.

Assessment Teaching portfolio outline of 1000 words (10%); Teaching portfolio, including evidence of own teaching practices, teaching materials, assessment practices and effectiveness as a teacher of 4000 words (90%).

HEG1705 IMPROVING TERTIARY TEACHING AND LEARNING

Campus Footscray Park

Prerequisite(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.


HEG1706 ISSUES IN TERTIARY EDUCATION AND TRAINING

**Campus** Footscray Park

**Prerequisite(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/generic 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.


**Campus** Footscray Park

**Prerequisite(s)** HEG1000 Understanding Experiential Learning and Theoretical Perspectives; or equivalent.

**Content** This subject will investigate good organisational practice in the establishment of policy framework for service and program delivery in relation to specialist populations. Evaluation of processes in the delivery of programs, establishment of good practice in occupational health and safety, human resources, and policy development for crisis management.


**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%).

HEG2002 PROFESSIONAL PRACTICE

**Campus** Footscray Park

**Prerequisite(s)** Nil

**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 METHODOLOGY

**Campus** Footscray Park

**Prerequisite(s)** Qualified teachers with a recognised degree or diploma of at least three years duration post VCE (HSC) and at least one year of teacher training, or an approved equivalent, plus one year teaching experience.

**Content** This subject provides an introduction to second language teaching methodology and the concept of language proficiency. An historical overview of the development of methods and approaches, together with a study of the nature of language is followed by an examination of current research and its implications for the teaching of speaking, listening, reading and writing in the second language classroom. Learner variables and cultural factors which impinge on communication are analysed, while integration of the four macro-skills with grammar, vocabulary and non-verbal communication is discussed. Other topics to be treated include needs analysis, the assessment of communicative competence and syllabus design.


**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%.
HEG2202 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.


**Recommended Internet Sources** Dave's ESL Café at www.eslcafe.com. Englishtown at www.englishtown.com. ESLop (91 sites) at www.tesol.net/esloop/esloop.html

**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 implication for appropriate curriculum design. Profiles of typical youth and adult literacy students in education and workplace training sites will be developed and consequent learner variables analysed, including the needs of groups with both English speaking and non-English speaking background students.

Appropriate teaching practices will then be discussed with due attention paid to a variety of influences over choice and effectivenes 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 and 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%.

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**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%.

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**HEG2211 TECHNIQUES IN TESOL**

**Campus** Footscray Park

**Prerequisite(s)** HEG2200 TESOL Methodology or equivalent. 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.


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**HEG2415 WORKPLACE LEARNING 1**

**Campus** Footscray Park

**Prerequisite(s)** Nil

**Content** This subject offers an introduction to issues in supervising and mentoring of employees within organisations. It focuses on the processes of designing structured programs, identifying employee needs, providing training, and monitoring, assessing and documenting the success of programs.

**Required Reading** As advised by lecturer.


**Subject Hours** Three hours per week for one semester.

**Assessment** Project report (5000 words), 60%; seminar presentation, 40%.

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**HEG2416 WORKPLACE LEARNING 2**

**Campus** Footscray Park

**Prerequisite(s)** HEG2415 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


**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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**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.

**Required Reading**


**Recommended Reading**


**Subject Hours** Thirty-nine hours per semester

**Assessment** A group of experienced youth workers with young people: 4,000 words proving a critical analysis of a specific area of youth policy.

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**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** The subject provides an intensive learning experience on theory and practice of Multimedia literacy. Participants will be introduced to the behaviourist and constructivist approaches to learning, learner control, instructional design, graphics and human interface design.

**Required Reading**


**Subject Hours** Three hours per week over one semester.

**Assessment** Multimedia Prototype 40%, Class assignment, 60%
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.
Subject Hours Three hours per week over one semester.
Assessment Research Report 100%.

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.
Subject Hours Three hours per week over one semester.
Assessment Web project, 80%; documentation, 20%.

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, netiquette, ethics of electronic communication and social aspects of computer mediated communication.
Subject Hours Three hours per week for one semester.
Assessment Preparation of a report, 60%; weekly practical exercises, 40%.

HEG4222 INTERACTIVE WEB DESIGN & PUBLISHING

Campus Footscray Park
Prerequisite(s)EG4221 Internet Applications or equivalent.
Content Participants will learn how to create hypermedia documents in HTML, the formatting language used by the WorldWideWeb and acquire skills in Web design with a focus on coding web pages.
Required Reading Software learning notes will be provided by the lecturer.
Subject Hours Three hours per week over one semester.
Assessment Web site development 60%, Lab Exercise 40%.

HEM1655 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.
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)

Campus Footscray Park
Prerequisite(s) or Corequisite(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 external examiner and one internal examiner. The supervisor will not be the examiner. 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.

HEM1660 MINOR THESIS (PART-TIME)

Campus Footscray Park

Prerequisite(s) or Corequisite(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 external examiner and one internal examiner. The supervisor will not be the examiner. 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 research 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.

Required Reading As advised by lecturer.


HER8001 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.
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 (FULL-TIME)**

Campus Footscray Park, Sunbury

**Prerequisite(s)** Satisfactory completion of the coursework

**Content** A dissertation proposal will be developed and defended in a first review process. An ethics application will be required for research involving humans. 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** Independent research in addition to regular meetings with supervisor and co-supervisor.

**HER8509 RESEARCH THESIS (PART-TIME)**

Campus Footscray Park, Sunbury

**Prerequisite(s)** Satisfactory completion

**Content** A dissertation proposal will be developed and defended in a first review process. An ethics application will be required for research involving humans. 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** Traditional and contemporary perspectives on professional practice and the implications of these for the development of professionals are considered. Planning for professional growth includes having an understanding of background, skills and the current work contexts of professionals and practitioners. A range of strategies for exploring professional development needs and the potential of individuals are explored. Adult Learning: principles and strategies relevant in contemporary workplaces are considered. The emphasis here will be on the translation of these principles into practice. Concepts such as lifelong learning, 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** This subject examines the links between educational policy and the economic activity of Australia and other countries. The key differences between the approaches to education and training in the countries are investigated. Differences between countries are considered in relation to a framework of global economies. The subject includes an exploration of the relevant knowledge of the political economy and educational policy in individual workplaces.

**Required 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 explored in this subject. Post compulsory education and training programs are described and analysed. Contemporary issues in relation to work-based education and training, assessing and credentialling are discussed and analysed.

**Recommended Reading** as advised by lecturer.


**Subject Hours** 36 hours for one semester comprising a series of seminars/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, focuses on action research as a method for investigating 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, action learning, and the development of professional practice. Epistemologies underpinning action research and conventional research methodologies are considered. A small action research project into professional practice or a related issue will be carried out during the course of the semester as an assessment task.


**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.

### HER8514 THE PRACTICE OF PROFESSIONAL DEVELOPMENT

**Campus** Footscray Park

**Prerequisite(s)** Nil

**Content** The notion of ‘professional development’ takes on different discourses of work and professionalism and terms such as ‘professional development’, ‘staff development’, ‘professional education’ and ‘in-service education’ are blurred in everyday usage. Words such as ‘delivery’, ‘competencies’ and ‘outcomes’ reflect discourses of learning by transmission. A growing literature emphasises the importance of critical reflection, collegiality and action learning in the development of educators. This subject will seek to develop understandings of the contexts of professional practice in relation to theories of learning and pedagogy. Policies which relate to system priorities and the socio-political context will be discussed. A range of different models for considering development will be explored including the beginner/expert model, the ages and stages models and Vygostskyian models of development. Implications of these for appraising needs as well as designing, implementing and evaluating programs are considered.

Epidemic: Economic Impact and Positive Solutions for Australia.

Study Dementia in Australia


Required Reading


Subject Hours 36 hours for one semester comprising a series of seminars/lecturers and a set of intensive workshops.

Assessment

A 5000-word report on the action research study which emphasises possible approaches to professional development.

HFG165I 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.

Corequisite(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. The subject co-ordinator will be available for consultation if required throughout the semester.

Assessment Written Review (4,000 words), 100%.

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 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.

Assessment

Up to 39 hours for one semester comprising two two-hour seminars and one one-hour tutorial per week.

HFG4001 SOCIAL AND POLITICAL ASPECTS OF AGEING

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 overview of key concepts and principles in establishing effective and efficient practice in management and service delivery 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 professional and community services in the public and private sectors. The subject aligns closely with the Aged Care Act 1997 and its principles, including accreditation, policies, procedures and quality assurance.

Recommended Reading


Subject Hours Three hours per week for one semester comprising one three-hour seminar.

Assessment Written assignment and class case presentations, 100%.

HFG4003 AGED MANAGEMENT: FIELD EXPERIENCE

Campus City Flinders, Off Campus

Prerequisite(s) HEG1560 Financial Management; HEG1660 Materials Resource Management; HEG1570 Employee Relations; HFG4002 Quality in Management of Aged Care; or equivalent.

Content

Students are required to satisfactorily complete equivalent to 39 hours of field experience in the second half of the course. Field experience will be selected on the basis of course objectives, subject guidelines, work experience and interests of the student.

Recommended Reading Nil

Subject Hours The equivalent of 39 hours for one semester in field experience.
FACULTY OF HUMAN DEVELOPMENT

**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.


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

**Assessment** Written assignments and presentations (total of 5000 words). To obtain a pass in this subject, students must obtain a pass or higher in all assessment components.
HFG4010 PROFESSIONAL LEADERSHIP IN DEMENTIA CARE AND SERVICE

Campus City Flinders, Off Campus
Prerequisite(s) or Co-requisite(s) HFG4010 Understanding Dementia or equivalent.
Content Topics include: understanding dementia within the context of current health and aged care systems; policy, local and global planning for dementia services; leadership and the team approach: the person, family, social and community networks, multi professional and service providers; professional skills development including interpersonal skills, effective responses to different 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 Nil
Recommended Reading Nil
Subject Hours Three hours per week for one semester comprising one two-hour lecture and one one-hour tutorial per week.
Assessment Written assignments and/or presentations of 5000 words or equivalent. To obtain a pass in this subject, students must obtain a pass or higher in all assessment components.

HFG4106 DEMENTIA PROJECT: PRACTICAL EXPERIENCE FOR SERVICE PROVIDERS

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 assist students to address ethical issues with respect to the allocation of resources; policy and practice in residential care, for example, restraint, non-compliance, not-for-resuscitation orders, dying with dignity; family/surrogate or community responsibility for care; research and older people; and quality of life issues. The syllabus will also include discussion on institutional ethics committees, their establishment and role within different institutional and community settings.
Required Reading Nil
Subject Hours Three hours per week for one semester comprising one two-hour lecture and one one-hour tutorial per week.
Assessment Journal (30%); written assignment of 3000 words (70%). To obtain a pass in this subject, students must obtain a pass or higher in both assessment components.
Subject Hours Class seminars will be scheduled for peer group discussion and feedback on projects throughout the semester.

Assessment Written project report and critical comment based on experience and observations (4000 words), 100%.

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.
Corequisite(s) HPR0001 Introduction to Research Design and Methods if not previously completed; or equivalent.

Content This subject enables students to extend their knowledge and skills in an area of professional interest in aged services. Students will conduct a literature review normally relevant to the topic selected for their minor thesis or collaborative research project. Students will survey the literature including government and policy reports, texts, journals demonstrating ability to access a merge of media sources and data bases. Students will interpret, critically analyse and discuss findings in the literature and define a problem, develop a methodology being used by individuals and reflection of other relevant studies, data collection appropriate to the subject and apply it to the project criteria. Good project, including interpretation of research literature and the critical analysis and discussion of research issues within a public forum, including data selection and collection, interpretation and analysis and discussion in relation to relevant theoretical perspectives in aged services. Examination of the thesis will be by one internal academic staff member and one external examiner.

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.

HFG5003 GRADUATE SEMINARS IN AGED SERVICES MANAGEMENT

Campus City Flinders, Off Campus
Prerequisite(s) HPR0001 Introduction to Research Design and Methods; or equivalent.
Corequisite(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 report (5000 words), 100%.

HFG5004 MINOR THESIS (FULL-TIME)

Campus City Flinders
Prerequisite(s) Completion of Graduate Diploma Program Streams 1 or 2 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 HDR0001 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. There will be one internal supervisor, from a relevant area of the Faculty of Human Development.

Required Reading Readings will be recommended by the supervisor relevant to the selected topic in addition to readings researched by students.

Subject Hours Individual contact with supervisor(s). Students and supervisors will make mutually agreed arrangements for discussion of thesis progress. Full-time students will be required to commit approximately 13 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)

Campus City Flinders
Prerequisite(s) HFG5001 Research Design in Aged Services Management, HFG5002 Literature Review in Aged Services Management or equivalent.
Corequisite(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)

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. Students 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

Subject Hours This should be equivalent to 12 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.

HFG5014 MINOR THESIS (PART-TIME)

Campus City Flinders

Prerequisite(s) Completion of Graduate Diploma Program Streams 1 or 2 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 HDR0001 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. There will be one internal supervisor, from a relevant area of the Faculty of Human Development.

Required Reading Readings will be recommended by the supervisor relevant to the selected topic in addition to readings researched by students.

Subject Hours Individual contact with supervisor(s). Students and supervisors will make mutually agreed arrangements for discussion of thesis progress. Full-time students will be required to commit approximately 13 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 (PART-TIME)

Campus City Flinders

Prerequisite(s) HFG5001 Research Design in Aged Services Management, HFG5002 Literature Review in Aged Services Management or equivalent.

Corequisite(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.

HFG5016 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. Students 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

Subject Hours This should be 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, HHR0001 Introduction to Research Design and Methods, HNR0001 Introduction to Research Design and Methods, or equivalent.

Content This subject provides a detailed examination of advanced quantitative methodological 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®

Subject Hours Two hour seminar and one hour tutorial per week for one semester.

Assessment Research proposal or critique (50%); data analysis project (50%).

### HHF0002 ADVANCED QUALITATIVE RESEARCH METHODS

**Campus** Footscray, St Albans, City Flinders Lane

**Prerequisite(s)** HHER001 Introduction to Research Design and Methods; HHR001 Introduction to Research Design and Methods; HNR001 Introduction to Research Design and Methods; HPR001 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%).

### HHA6115 MINOR THESIS (FULL-TIME)

**Campus** St Albans

**Prerequisite(s)** Completion of Level 5 subjects or equivalent.

**Content** The minor thesis is intended to provide students with an opportunity to undertake independent inquiry into an area of personal interest and applicable to their professional development. The thesis will be a research paper of not less than 15,000 words and not more than 20,000 words. It will report on independently conducted research which demonstrates the student's ability to clearly define a research question, to undertake a critical review of the relevant literature. Data selection, collection and analysis skills should also be demonstrated. The thesis should involve a high standard of written communication skills. The chosen topic should allow the candidate to utilise a methodology applicable to a research question. It is intended that the topic chosen for investigation will be in consultation with an appropriate supervisor who will oversee the conduct of the research.


**Subject Hours** Regular meetings with thesis supervisors.

**Assessment** One 15,000 – 20,000 word paper.

### HHC5531 CLINICAL PRACTICE 1

**Campus** City Flinders

**Prerequisite(s)** Nil

**Content** The aim of the subject is to introduce students to osteopathic healthcare in the clinical setting, initially by observation of osteopathic practice, and later by the use of osteopathic diagnosis and treatment in their own practices. By the end of the subject students should be developing the ability to apply osteopathic concepts of diagnosis and treatment to their own patients in a clinical setting. Content will include: Introduction to osteopathic clinical practice. To initially observe the osteopathic approach to health care provision and later apply osteopathic principles to the assessment and treatment of patients in their own practices. Clinical application of skills and attributes developed in the subjects: Osteopathic History & Principles 1, Osteopathic Diagnosis 1, Osteopathic Technique 1. Review of clinical cases by preparation and presentation of the clinical case book. Integration of medical and osteopathic approaches to patients with musculoskeletal pain and/or dysfunction. Supervised interaction and treatment of patients in the osteopathic medicine clinic and by mentoring with registered osteopathic practitioners in their own and osteopathic practices in their locality.


**Subject Hours** City Campus clinic attendance @ 8 hours per residential unit (2 residential units per annum). Practice based learning 108 hours per annum. Practice based learning comprises: 36 hours of fieldwork with registered osteopathic practitioners completed over the year. There will be a close supervisory/mentoring relationship between selected local osteopathic practitioners and the student. 72 hours in their own practices applying osteopathic principles to the care of patients. Detailed casebooks will be kept outlining the presentation, examination, assessment, diagnosis, treatment, and outcomes. Each case will require discussion of osteopathic principles and practice referenced to standard osteopathic and medical texts, and research literature.

**Assessment** Evidence of completion of hours, satisfactory reports from supervisors/mentors, examination of case-studies x 8, 100%

### HHC5532 CLINICAL PRACTICE 2

**Campus** City Flinders

**Prerequisite(s)** HHO5501 Osteopathic History & Principles 1, HHO5511 Osteopathic Technique 1, HHO5521 Osteopathic Diagnosis 1, HHC5531 Clinical Practice 1; or equivalent.

**Content** This subject aims to consolidate the students' ability to work with osteopathic diagnosis and treatment techniques in a clinical setting, and to integrate the knowledge acquired in all subjects of the course. By the end of this subject the students should have the skills necessary to begin using osteopathic approaches on a regular basis with patients in their own clinics, and also have the necessary knowledge to pursue further postgraduate studies in osteopathy. Content will include:
Continuation of clinical practice subject allowing further development and refinement of osteopathic clinical skills in relation to the provision of patient care. Reinforcement of integrated clinical thought processes in the provision of holistic health care. Full case 'work ups' with oral presentations to peers. Integration of all academic course elements to provide for the provision of osteopathic health care to the benefit of patients.

Subject Hours City Campus clinic attendance @ 8 hours per residential unit (one residential unit). Practice based learning 80 hours per annum. Practice based learning comprises: 36 hours of fieldwork spent with registered osteopathic practitioners completed over the year. There will be a close supervisory/mentoring relationship between selected local osteopathic practitioners and the student. 44 hours in their own practices applying osteopathic principles to the care of patients. Detailed casebooks will be kept outlining the presentation, examination, assessment, diagnosis, treatment, and outcomes. Each case will require discussion of osteopathic principles and practice referenced to standard osteopathic and medical texts, and research literature.0

Assessment Examination of case-studies x 6, 30%; Final clinical practice examination, 70%; short cases - long case - objective structured clinical examination.

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. Tumour processes. Vascular abnormalities. Metabolic and endocrine abnormalities incl. Osteoporosis and Paget'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 and Management 2; or equivalent.

Content The aim of the subject is to teach the students to recognise the clinical presentations of conditions affecting the named systems, and to understand the clinical tests and orthodox management protocols for them. By the end of the year the students should be able to recognise the clinical signs and symptoms of typical conditions affecting the named systems, carry out appropriate examinations, be able to interpret clinical tests, and understand the medical management of these conditions. 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


Subject Hours Four hours per week or equivalent for two semesters comprising lectures, tutorials/workshops and practicals.

Assessment Semester one: Written examination, 30%; practical/viva voce, 20%. Semester two: Written examination, 30%; practical/viva voce, 20%.

HHD5739 CLINICAL DIAGNOSIS AND MANAGEMENT 4

Campus City Flinders
Prerequisite(s) HHD4779 Clinical Diagnosis and Management 3; or equivalent.

Content The subject aims to teach the students to recognise the clinical presentations of conditions affecting the named systems, and to understand the clinical tests and orthodox management protocols for them. By the end of the year the students should be able to recognise the clinical signs and symptoms of typical conditions affecting the named systems, carry out appropriate examinations, be able to interpret clinical tests, and understand the medical management of these conditions. The content will include relevant issues in Paediatrics, Obstetrics, Otolaryngology and Psychiatry, Geriatrics and Dermatology, and common clinical presentations. One hour each week will be spent discussing issues that will arise when working as an Osteopath.

Required Reading There are no specific required texts. Determining the appropriate resources will depend on individual learning needs. Important resources will be referred to during the relevant sessions. Students can refer to any appropriate text or learning resources in order to answer their group-determined learning needs.

Subject Hours Five hours per week for two semesters of small group discussion forums.

Assessment Written examination, 50%; assignment (2000 words) 50%.

HHD5749 DIAGNOSTIC IMAGING 2

Campus City Flinders
Prerequisite(s) HHD4739 Diagnostic Imaging 1; or equivalent.

Content The subject consolidates and expands on the knowledge acquired in HHD4739 Diagnostic Imaging 1. Application to specific body regions. By the end of the course the students
should not only be able to recognise the radiological presentation of typical pathologies, but should also be aware of variations as seen in different body regions. Content will include: Review of pathologies by region using all imaging modalities. Skull, cervical spine, thoracic spine, chest, lumbar spine, abdomen incl. foetal screening, pelvis and hips, upper and lower limbs.

Required Reading: As for HHG4739 Diagnostic Imaging 1.

Recommended Reading: As for HHG4739 Diagnostic Imaging 1.

Subject: Hours
Two hours per week for one semester comprising problem-based self-directed workshop sessions with problems set by tutor.

Assessment: Written response slide exam, 50%; viva voce exam, 50%.

### HHG5115 PHILOSOPHICAL CONCEPTS OF HEALING

**Campus:** St Albans

**Prerequisite(s):** Nil

**Content:** Approaches to healing throughout the world are embedded in notions of reality, truth, and values about health and illness. The subject explores the philosophies that underpin the major traditions of health and healing. Students are provided with the opportunity to explore and critically appraise the various philosophies. Areas of inquiry will include the general principles of: Oriental Medicine; Chinese and Japanese healing; Ayurveda and Yoga; Indian and Pranic healing; Naturopathy; European natural therapy; Australian Aboriginal healing; Western healing; Shamanistic healing practices. The opportunity to explore the philosophies underlying health and healing practices will provide a broad foundation for the study of the sensory and cognitive healing approaches in the course.


**Recommended Reading:** To be advised by Lecturer.

**Subject Hours:** A minimum of thirty-six (36) hours for one semester comprising lectures, tutorials, seminars and self-managed learning.

**Assessment:** Personal reflective journal; class participation/group work (40%); assignment (2000 words) (60%). To obtain at least a Pass in the subject, normally all components of assessment must be attempted and passed. Failed assessment item (assignment) may be re-attempted and resubmitted once only. Maximum possible marks to be obtained on any resubmission will be 50%.

### HHG5125 THEORETICAL FOUNDATIONS OF HEALING 1

**Campus:** St Albans

**Prerequisite(s):** Nil

**Corequisite(s):** HHG5115 Philosophical Concepts of Healing; or equivalent.

**Content:** This subject provides a theoretical foundation for the study of a range of approaches to health and healing examined during the course. Students will critically appraise the increasing body of literature and research related to the environmental, social, psychological and spiritual dimensions of health and illness. The subject provides a framework that unifies the diverse approaches to healing. The principles informing the understanding of innate healing tendencies and the interconnectedness of mind and body are studied.

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

**Subject Hours:** A minimum of thirty-six (36) hours for one semester comprising lectures, tutorials seminars and self-managed learning.

**Assessment:** Two written assignments (50% each). To obtain at least a Pass in the subject, normally all components of assessment must be attempted and passed. Failed assessment items (written assignments) may be re-attempted and resubmitted once only. Maximum possible marks to be obtained on any resubmission will be 50%.

### HHG5135 HEALING 1: COLOUR, SOUND AND MOVEMENT

**Campus:** St Albans

**Prerequisite(s):** Nil

**Content:** This subject will facilitate the exploration of the concept of health and healing through exposure to the creative processes involved in visual, aural and kinaesthetic techniques. Health and healing are seen in their broadest dimensions as the interconnectedness of the entire living system with the environment. The power of music, art and movement to influence a person and the interaction between environment is explored. The therapeutic effects of self expression to develop individual capacities to their full potential are examined through the use of colour, sound and movement. The focus of the subject is on the maintenance of wellness, rather than a focus on pathology and illness.

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

**Subject Hours:** A minimum of forty-eight (48) hours for one semester comprising lectures, tutorials, seminars, and self-managed and experiential learning in the field.

**Assessment:** Fieldwork presentation and journal, (40%); major assignment, (60%). To obtain at least a Pass in the subject, normally all components of assessment must be attempted and passed. Failed assessment item (assignment) may be re-attempted and resubmitted once only. Maximum possible marks to be obtained on any resubmission will be 50%.

### HHG5145 THEORETICAL FOUNDATIONS OF HEALING 2

**Campus:** 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.


**Subject Hours:** A minimum of thirty-six (36) hours for one semester comprising lectures, tutorials seminars and self-managed learning.

**Assessment:** Personal reflective journal, (30%); theory paper (40%); evidence of participation (skills demonstration, evidence of reading, class discussion) (30%). To obtain at least a Pass in the subject, normally all components of assessment must be attempted and passed. Failed assessment item (theory paper) may be re-attempted and resubmitted once only. Maximum possible marks to be obtained on any resubmission will be 50%.

### 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 may 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.


**HHG5255 HEALING 3: APPROACHES TO HEALING SKILLS**

**Campus** St Albans  
**Prerequisite(s)** HH0101 Introduction to Community Health  
**Corequisite(s)** Nil  
**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, Selye, Spiegel and Solomon. Various relaxation responses will be explored. 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** A minimum of forty-eight (48) hours for one semester comprising lectures, tutorials seminars, self-managed learning and fieldwork.

**Assessment**  
- Seminar presentation (20%);  
- Three-hour examination, 50%;  
- Assignment (2000 words), 50%

Maximum possible marks to be obtained on any resubmission will be 50%.

**HHHS5105 INTRODUCTION TO CHINESE HERBAL MEDICINE**

**Campus** City Flinders or St Albans  
**Prerequisite(s)** Nil  
**Corequisite(s)** HH0115 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, preparation, precautions and contraindications and TGA regulations as they currently exist in Australia.

**Required Reading**  

**Recommended Reading**  

**HHHS5115 CLINICAL PHARMACOLOGY FOR HERBAL MEDICINE**

**Campus** City Flinders or St Albans  
**Prerequisite(s)** Nil  
**Corequisite(s)** HH0105 Introduction to Chinese Herbal Medicine; or equivalent.

**Content** This subject provides students with the opportunity to develop an understanding of the principles underlying the actions of drugs, poisons and xenobiotics relating to the use of Herbal Medicine. The subject will provide an overview of the scope of pharmacology and toxicology with particular emphasis on the interrelationships between herbs and drugs. Topics addressed will include concentration response relationships, adsorption of drugs and xenobiotics, and drug and xenobiotic distribution. The metabolism of xenobiotics including roles in drug elimination, detoxification, production of toxic and mutagenic intermediates, excretion, pharmacokinetics and clearance will also be addressed. The students understanding of drugs used in major diseases in relation to drug mechanisms, basic pharmacokinetics, adverse reactions and interactions known to occur with herbal remedies will also be enhanced. Students will be introduced to the current scheduling process for therapeutic products.

**Required Reading**  
This subject aims to provide students with a detailed understanding of the theoretical foundations and clinical reasoning patterns of the following Chinese herbal classifications; diaphoretics (jie biao ji), harmonisers (he jie ji), heat eliminators (he qing ji), qi regulators (li qi ji), blood regulators (xiu xue ji), blood regulators (xiu xue ji), damp eliminators (qu feng shi ji). Students will be provided with the opportunity to explore and understand the theoretical underpinnings of the representative formulas for each of the herbal classifications, the energetic patterns associated with each of the respective formulas, 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.

**Expected Outcomes**
- Students will be able to identify and explain the energetic patterns associated with each of the respective herbal classifications.
- Students will be able to understand the theoretical underpinnings of the representative formulas for each of the herbal classifications.
- Students will be able to explore and understand the theoretical reasoning patterns of the following Chinese herbal classifications; diaphoretics (jie biao ji), harmonisers (he jie ji), heat eliminators (he qing ji), qi regulators (li qi ji), blood regulators (xiu xue ji), damp eliminators (qu feng shi ji).

### Assessment
- **Two-hour examination, 50%; written assignment (2000 words), 50%.

### HHHS153 FORMULAS AND STRATEGIES (PCM) 2

**Campus** City Flinders or St Albans

**Prerequisite(s)** HHHS105 Introduction To Chinese Herbal Medicines, HHHS115 Clinical Pharmacology for Herbal Medicine; or equivalent.

**Corequisite(s)** HHHS135 Formulas and Strategies (PCM) 2; or equivalent.

**Content**
This aim of this subject is to provide students with a detailed understanding of the theoretical foundations and clinical reasoning patterns of the following Chinese herbal classifications; diaphoretics (jie biao ji), harmonisers (he jie ji), heat eliminators (he qing ji), qi regulators (li qi ji), blood regulators (xiu xue ji), dampness resolving (qu shi ji) and wind damp eliminators (qu feng shi ji). Students will be provided with the opportunity to explore and understand the theoretical underpinnings of the representative formula(e) for each of the herbal classifications, the energetic patterns associated with each of the respective formulae, the theoretical and clinical reasoning patterns explaining the development of modifications to principal formulae, appropriate dosage treatment strategies, precautions, contra-indications and the issue of patient compliance. In exploring the theoretical foundations of the construction of herbal formulae significant attention will be given to classical sources and modern interpretations to inform student learning. Attention will be given to the various forms in which prepared Chinese medicines are delivered: pills, powders, soup mixes, decoctions, wines and external applications such as plasters.

**Required Reading**

**Recommended Reading**

### HHHS135 FORMULAS AND STRATEGIES (PCM) 2

**Campus** City Flinders, St Albans

**Prerequisite(s)** HHHS105 Introduction To Chinese Herbal Medicines, HHHS115 Clinical Pharmacology for Herbal Medicine; or equivalent.

**Corequisite(s)** HHHS135 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; diaphoretics (jie biao ji), harmonisers (he jie ji), heat eliminators (he qing ji), qi regulators (li qi ji), blood regulators (xiu xue ji), dampness resolving (qu shi ji) and wind damp eliminators (qu feng shi ji).
- Students will be provided with the opportunity to explore and understand the theoretical underpinnings of the representative formula(e) for each of the herbal classifications, the energetic patterns associated with each of the respective formulae, the theoretical and clinical reasoning patterns explaining the development of modifications to principal formulae, appropriate dosage treatment strategies, precautions, contra-indications and the issue of patient compliance.
- In exploring the theoretical foundations of the construction of herbal formulae significant attention will be given to classical sources and modern interpretations to inform student learning.
- Attention will be given to the various forms in which prepared Chinese medicines are delivered: pills, powders, soup mixes, decoctions, wines and external applications such as plasters.

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**FACULTY OF HUMAN DEVELOPMENT**


**Subject Hours**
The equivalent of three hours per week for one semester comprising lectures and tutorials.

**Assessment**
- Two-hour examination, 50%; written assignment (2000 words), 50%. Students will be required to gain a pass in all assessment components.
Postgraduate Subject Details

HHH5225 Formulas and Strategies (PCM) 3

Campus: City Flinders, St Albans
Prerequisite(s): HHH5125 Formulas and Strategies (PCM) 1, HHH5135 Formulas and Strategies (PCM) 2; or equivalent.
Corequisite(s): HHH5235 Clinical Specialties (PCM); or equivalent.

Content: This aim of this subject is to provide students with a detailed understanding of the theoretical foundations and clinical reasoning patterns of the following Chinese herbal classifications: tonification formulae (bu yi ji), anti-asthmatic/phlegm resolvers (ding chuan ji/shou hua tan zhi he), resuscitation formulae (kai qiao ji), dyspepsia relieving (xiao dao ji) and astringents (shao lian tonification formulae (bu yi ji), anti-asthmatic/phlegm resolvers (ding chuan ji/shou hua tan zhi he), resuscitation formulae (kai qiao ji), dyspepsia relieving (xiao dao ji) and astringents (shao lian ji). Students will be provided with the opportunity to explore and understand the theoretical underpinnings of the representative formula(e) for each of the herbal classifications, the energetic patterns associated with each of the respective formulae, the theoretical and clinical reasoning patterns explaining the development of modifications to principal formulae, appropriate dosage treatment strategies, precautions, contra-indications and the issue of patient compliance. In exploring the theoretical foundations of the construction of herbal formulae significant attention will be given to classical sources and modern interpretations to inform student learning. The unit of study also concentrates on the various forms in which prepared Chinese medicines are delivered: pills, powders, soup mixes, decoctions, wines and external applications such as plasters.


Assessment: Two-hour examination, 50%; assignment (2000 words), 50%. Students will be required to gain a pass in all assessment components.

HHH5235 Clinical Specialties (PCM)

Campus: City Flinders, St Albans
Prerequisite(s): HHH5125 Formulas and Strategies (PCM) 1, HHH5125 Formulas and Strategies (PCM) 2; or equivalent.
Corequisite(s): HHH5235 Formulas and Strategies (PCM) 3; or equivalent.

Content: This aim of this subject is to provide students with a detailed understanding of the theoretical foundations and clinical reasoning patterns of the following specialist areas of practice in Chinese medicine: obstetrics and gynaecology, paediatrics, and orthopaedics and traumatology. Students will be provided with the opportunity to explore, understand and assess critically the theoretical underpinnings of the representative formula(e) for each of the herbal classifications, the energetic patterns associated with each of the respective formulae, the theoretical and clinical reasoning explaining the development of modifications to principal formulae, treatment strategies, appropriate dosage, precautions and 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.


HHI5002 CLINICAL CHINESE MEDICAL GYNAECOLOGY AND DERMATOLOGY

Campus City Flinders, St Albans
Prerequisite(s) HHH5001 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: menopaties, 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.


HHK5001 SPORTS & MUSCULO-SKELETAL MEDICINE FOR ACUPUNCTURISTS

Campus City Flinders, St Albans
Prerequisite(s) HHH5115 Acupuncture & Moxibustion 1; or equivalent.

Content This subject consolidates and further develops the student’s skills in the Chinese Medical approach to sports performance enhancement and the diagnosis, treatment and management of sports injuries and musculo-skeletal disorders. The material covered will include the application of acupuncture, moxibustion, cupping, electro-acupuncture, point injection therapy, needle threading; through & through needling, needle material covered will include the application of acupuncture, moxibustion, cupping, electro-acupuncture, point injection therapy, needle threading; through & through needling, needle embolding, tui na, laser therapy, magnet therapy, gaa sha, ointments, poultices, plasters, exercise & rest, shi liao and nutritional supplements.


**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.

**HHK5002 GYNAECOLOGY AND OBSTETRICS FOR ACUPUNCTURISTS**

**Campus**
City Flinders, St Albans  

**Prerequisite(s)**
HHK5155 Acupuncture & Moxibustion 2; or equivalent. 

**Content**
Gynaecology: This subject consolidates and further develops the student’s skills in the Chinese medical approach to gynaecology and obstetrics. Topics covered will include: the development of Chinese medical gynaecology; gynaecological physiology; pathology, aetiology, diagnosis, differentiation of gynaecological conditions; therapeutic principles and methods, disorders including 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.

**Required Reading**

**Recommended Reading**

**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.

**HHL3919 PHARMACOLOGY 1 (OSTEOPATHY)**

**Campus**
City Flinders  

**Prerequisite(s)**
SBF2739 Biochemistry 2; or equivalent. 

**Content**
The subject aims to make osteopathic students aware of the development and testing process for drugs and basic pharmacological concepts such as pharmacokinetics and dynamics. They will have 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. Genetics 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.

**Recommended Reading**

**Subject Hours**
Equivalent of two hours per week for one semester comprising self-directed study from dedicated CD ROM and tutorial/workshop sessions.

**Assessment**
Written examination, 100%.

**HHL4029 NUTRITION AND DIET 1**

**Campus**
City Flinders  

**Prerequisite(s)**
HHL3919 Pharmacology 1; SBF2739 Biochemistry 2; or equivalent. 

**Content**
The subject aims to introduce students to nutritional theory and revise the physiology of nutrition. To consider the relationship of food to disease and obtain an overview of eating disorders. At the completion of the subject students should have an understanding of the role of food in disease, what constitutes a balanced diet, and what factors may be involved in eating disorders. Content will include: Definition and terms. The balanced diet – omnivore, vegetarian etc. Diet and disease. Nutritional deficiency; aetiology, pathogenesis, prevention and dietary treatment. Obesity. Anorexia and Bulimia. Introduction to concepts of dietary therapy.

**Required Reading**

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%.

HHL4202 PHARMACOLOGY 1 (OSTEOPATHY)

Campus City Flinders

Prerequisite(s): Successful completion of HBOS degree; SBF1719 Biochemistry.

Content: The aim of this subject is the development & testing process for drugs. Trends in drug research. The approval process and the Pharmaceutical Benefits Scheme. Genecries vs. brands – reasons for differences in prescribing habits. Pharmacokinetics, pharmacodynamics and other pharmacological terms and concepts. Toxicology issues. Overview of major common drugs seen in practice, with emphasis on the implications for the osteopath – drugs used for the control of pain, inflammation, and for treatment of arthritic conditions, including opioid and non-opioid analgesics, NSAID’s, corticosteroids and DMARD’s. Oral contraceptives and derivatives such as HRT. Drugs used in infections, antibiotics, antivirals and antifungals.

Required Reading: Pharmacology 1 CD ROM – VU Osteopathic Medicine Unit; Upfal J, 2002 The Australian drug guide: every person’s guide to prescription and over-the-counter medicines, street drugs, vaccines, vitamins and minerals, 6th Ed. m2Direct, Melbourne.


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, contraindications, interactions, adverse effects and implications for the osteopath of the following drugs: Drugs used in gastro-intestinal problems and cardiovascular conditions. Drugs affecting the central nervous system. Drugs used in endocrine disorders. Cytotoxics and immunosuppressants. Immunisation and the immunisation debate. Recreational drugs and effects of substance abuse.

Required Reading: As for HHL3919 Pharmacology 1.

Subject Hours: Equivalent of 2 hrs per week for one semester comprising self-directed study from dedicated CD ROM and tutorials/workshops.

Assessment: Written examination, 100%.

HHL4939 RESEARCH 1

Campus City Flinders

Prerequisite(s): HMM3439 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 HMM3439 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%.

HHL5049 NUTRITION AND DIET 2

Campus City Flinders

Prerequisite(s): HHL4029 Nutrition and Diet 1; or equivalent.

Content: The subject aims to study the role of various nutrients in both health and disease and to investigate the concept of food as medicine and consider naturopathic concepts. By the end of the course the student should have sufficient knowledge to able to recognise nutritional deficiencies and eating disorders in patients, and to act appropriately in those situations. The following topics will be discussed in lectures, Carbohydrates, Fats, Proteins, Vitamins, Minerals, The Healthy Diet, Diet and Disease, Food Hygiene and Naturopathic concepts. Tutorials will address issues arising from both the core tutorial exercise of keeping a food diary for one week which is subsequently analysed and from topics that are stimulated by lectures and discussion.

Required Reading: As for HHL 4029 Nutrition and Diet 1.

Subject Hours: Two hours per week or equivalent for one semester comprising lectures and tutorials/workshops.

Assessment: Oral examination – multiple choice format, 50%.

HHL5202 NUTRITION AND DIET

Campus City Flinders Lane

Prerequisite(s): HHL4202 Pharmacology 1; SBF1719 Biochemistry; HBOS degree or equivalent.

Content: Semester 1: The first part of this subject will involve students studying the role of macronutrients and micronutrients in the body is considered and an optimal diet for Australians is described. The role of food in lifestyle diseases, and the nutritional management of these diseases, what constitutes a balanced diet and important nutritional issues for Australians will be discussed. Semester 2: The following topics will be discussed in lectures. Nutrition in pregnancy, paediatric nutrition, fad diets, traditional cuisines, sports nutrition, giving dietary advice, nutrition and cancer, nutrition and arthritis, food law and labelling, food allergy and intolerance, nutrition issues for women, nutrition and the elderly. Tutorials will address issues arising from these topics and from cases seen by the students in the clinical setting.


Subject Hours: Semester One & Two: 1 hour of lecture and 1 hour of tutorial each week.

Assessment: Semester 1: 50% of Subject. A written examination of 2 hours duration comprising short answers = 60%, A 2000 word assignment =40%. Semester 2: 50% of Subject. A critical analysis of a nutrition research article 40% (1500 words). Nutrition research assignment 60% (2000 words).

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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.

HHO4589 OSTEOPATHIC SCIENCE 4

Campus City Flinders
Prerequisite(s) Nil

Content The subject aims to expand the scope of students’ technical and clinical skills, building on the foundations gained in the HBOC 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%.

HHO5501 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.


Subject Hours 10 hours per residential unit for two residential programs, comprising lectures, tutorials and workshops

Assessment 3000 word assignment, 30%; written examination, 70%.

HHO5502 OSTEOPATHIC HISTORY & PRINCIPLES 2

Campus City Flinders

Prerequisite(s) HHO5501 Osteopathic History & Principles 1, HHO5511 Osteopathic Technique 1, HHO5521 Osteopathic Diagnosis 1, HHC5531 Clinical Practice 1; or equivalent.

Content This subject aims to consolidate and further develop knowledge acquired in the subject HHO5501 Osteopathic History and Principles 1. It will explore the theoretical and research basis of osteopathy, consider the various ‘models’ of osteopathic treatment, and explore the role that osteopathic considerations may play in systemic dysfunction. The role of Registration Boards, professional associations and their codes of conduct will also be discussed. By the end of this subject the students should have a thorough understanding of the theoretical basis of osteopathy, have a grasp of the various models of osteopathic treatment, and be developing an understanding of how osteopathic techniques and approaches may be used in the management of systemic conditions. They will also understand the roles of the Registration Boards and professional associations and their codes of conduct. content will include: The neurophysiological mechanisms underpinning osteopathic principles and practice. Further exploration of the different ‘models’ used by osteopaths to formulate a diagnosis and prescribe osteopathic treatment. The historical development of these ‘models’ and review of research that may or may not validate practice: Parasympathetic and sympathetic control, Zink patterns, Chapman’s reflexes, Lymphatic techniques, Visceral osteopathy, Cranial osteopathy. Osteopathic considerations in systemic dysfunction. The responsibilities of practitioners in professional practice. The norms of conduct expected by the Registration Boards and by colleagues in the Osteopathic and allied professions. Professional societies. Code of Ethics. Adverse reactions.


Subject Hours 10 hours per residential unit one residential unit comprising lectures, tutorials and workshops.

Assessment 3000 word assignment, 30%; written examination, 70%.

HHO5509 OSTEOPATHIC SCIENCE 5

Campus City Flinders

Prerequisite(s) HHO4589 Osteopathic Science 4; or equivalent.

Content The subject aims to complete the teaching of osteopathic techniques; to further emphasise preventive osteopathic considerations, to teach the students the business and administrative skills required to run a practice. By the end of this subject the students should be competent in a broad range of osteopathic techniques, and should be able to advise patients on a broad range of preventive healthcare options. They should have the business and administrative skills necessary to open and run their own practices. content will include: Reinforcement of ethical and interprofessional issues. Visceral osteopathy. Cranio-sacral osteopathy. Advanced osteopathic technique – refinement and further development of techniques. Practice management – how to set up and operate a practice, incl. accounting and tax planning. Exercise prescription for specific purposes and conditions. Orthopaedic surgical procedures and their implications for osteopathy. 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%.

HHO5511 OSTEOPATHIC TECHNIQUE 1

Campus City Flinders

Prerequisite(s) Nil

Content This subject aims to introduce students to basic osteopathic techniques for both soft tissues and articular structures, including articulatory, muscle energy and high velocity, low-amplitude thrust techniques, and to develop the palpatory skills needed for a successful application. On completion of the subject the students should be able to locate and assess dysfunctional tissues, and should be able to apply the techniques taught to most areas of the musculoskeletal system. They should also be aware of contraindications to the use of these techniques. content will include: Technique will include the development of
high level palpatory skills to facilitate an awareness of the characteristics of both normal and dysfunctional tissues. Spinal segmental palpatory examination. Basic soft tissue techniques applicable to the musculoskeletal system. The use of long and short leverages to induce motion within the musculoskeletal system. Articulatory techniques as applicable to: Appendicular skeleton, Cervical spine, Thoracic spine, Lumbar spine, Pelvis. High Velocity Low Amplitude HVLA thrust techniques for the appendicular skeleton and non-junctional areas of the spinal column. Introduction to Muscle Energy Techniques MET - principles and application to all soft tissues and joints of the body to normalise mechanics. Absolute and relative contraindications to the use of these techniques.

Required Reading

Recommended Reading

Subject Hours
50 hours for residential unit 1 and residential unit 2, comprising lectures, practical labs and workshops. Optional elective component: This elective must be eligible for the award of continuing medical education CME credits from statutory osteopathic accrediting agencies and be agreed by the course coordinator. Exemption will be for attendance hours only. Students will be expected to successfully complete all examinations.

Assessment
Practical & viva voce examination, 100%.

HHO5521 OSTEOPATHIC DIAGNOSIS 1

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 teach students the skills required to take an osteopathic case history and carry out a full osteopathic physical examination. By the conclusion of the subject, the students should be able to take a full osteopathically-oriented case history and carry out an osteopathic physical examination using observation, palpation and motion testing. Content will include: The osteopathic case history. Emphasis will be placed upon the role of predisposing, precipitating and maintaining factors in the development of an osteopathic diagnosis and prognosis. The importance of observation of the patient prior to palpation examination will be stressed. Special attention will be placed upon: Erect and sitting posture, Gait, Occupational and environmental stresses. Recognition of contraindications to the use of osteopathic techniques from the history, examination, and special investigations. The importance of segmental spinal examination in the formulation of a mechanical/motion diagnosis. Osteopathic considerations in systemic dysfunction.

Required Reading

Recommended Reading
PHYSICAL THERAPY

HHR4501 AN OSTEOPATHIC APPROACH TO DIAGNOSIS AND TREATMENT

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 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 dysfunction. Abnormalities of spinal mechanics: congenital, acquired and developmental. Osteopathic considerations in systemic dysfunction. Review of literature and manipulative therapy critique.


Subject Hours 15 hours per residential unit for both residential programs comprising lectures, tutorials and workshops.

Assessment Practical examination, 50%; assignment, 50%.

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.


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%.

HHS4039 PSYCHOLOGY AND SOCIAL SCIENCE 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%

HHTI1127 MINOR THESIS (FULL-TIME)

HHTI1137 MINOR THESIS (FULL-TIME)

HHTI147 MINOR THESIS (PART-TIME)

HHTI157 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 HHTI1127 Minor Thesis (full-time), nine hours per week in semester one; HHTI137 Minor Thesis (full-time), twelve hours per week in semester two; HHTI147 Minor Thesis...
(part-time), three hours per week in semester one; HHT1157 Minor Thesis (part-time), six hours per week in semesters two, three and four.

**Assessment** One 15,000–20,000 word paper.

**HHT5001 ADVANCED CHINESE MEDICINE**

**CLINICAL PRACTICE 1**

**Campus** St Albans or Metropolitan Clinics

**Prerequisite(s)** Nil

**Content** The clinical experience is the prime source of client contact for the student. The clinical internship is designed in a way that the student can work as a prime contact practitioner under supervision in the Health Practice Unit or other approved setting. The clinical setting will provide opportunities for the student to incorporate and utilise the knowledge base relevant to their Chinese medical specialty in order to enhance their skills as a practitioner. The Chinese relationship between medical knowledge and its role in health maintenance and illness prevention. Case conferencing sessions whereby students practice experience.


**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.

**HHT5002 RESEARCH PROJECT**

**Campus** St Albans

**Prerequisite(s)** HHR001 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.


**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.

FACULTY OF HUMAN DEVELOPMENT


**Recommended Reading**


**Subject Hours**

Eight hours per week for 1 semester consisting of clinic and case conferencing.

**Assessment**

Practical case reports (30%); oral exam (30%); practical exam (20%); satisfactory report from clinical supervisor (20%); and completion of required hours. A pass must be gained for each component of the assessment.

**HHU4129 CLINICAL PRACTICUM 4**

**Campus**

City Flinders, St Albans

**Prerequisite(s)**

HHU3129 Clinical Practicum 3; or equivalent.

**Content**

This subject further improves and consolidates students' clinical skills in the same areas of diagnosis, technique and patient management. At the completion of the subject, students should have progressed in their diagnostic and technical skills to the point where they are increasingly able to take responsibility for patients as primary clinicians. In addition to this, the subject advances the student skills 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.

**Recommended Reading**

To be advised by Lecturer.

**Subject Hours**

At least eight (8) hours per week for 40 weeks, plus 100 hours of external placements. Total: At least 420 hours of attendance.

**Assessment**

Completion of required hours of attendance (420 hours) (hurdle requirement); skill assessments and patient contacts (as recorded in clinical diary); presentation of full case histories; completion of patient referral and health practitioner referral letters; clinical skills tasks; end of course combined practical and oral examination (hurdle requirement).

**HHU5129 CLINICAL PRACTICUM 5**

**Campus**

City Flinders, St Albans

**Prerequisite(s)**

HHHD4400 Clinical Diagnosis & Management 4; HHO4589 Osteopathic Science 4; HHY4639 Pathology 3; or equivalents.

**Content**

This subject further improves and consolidates students' clinical skills in the same areas of diagnosis, technique and patient management. At the completion of the subject, students should have progressed in their diagnostic and technical skills to the point where they are increasingly able to take responsibility for patients as primary clinicians. In addition to this, the subject advances the student skills 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.

**Recommended Reading**

To be advised by Lecturer.

**Subject Hours**

At least eight (8) hours per week for 40 weeks, plus 100 hours of external placements. Total: At least 420 hours of attendance.

**Assessment**

Completion of required hours of attendance (420 hours) (hurdle requirement); skill assessments and patient contacts (as recorded in clinical diary); presentation of full case histories; completion of patient referral and health practitioner referral letters; clinical skills tasks; end of course combined practical and oral examination (hurdle requirement).

**HHW5105 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.

**Required Reading**


**Recommended Reading**


**Subject Hours**

39 hours for one semester.

**Assessment**

Examination, 70%; field report, 30%.

**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.

**Required Reading**


**Recommended Reading**

### 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** Medicinal plant monograph, 70%; examination, 30%.

### HHW5135 CLINICAL PRACTICUM (WHM) (FULL-TIME)

**Campus** St Albans  
**Prerequisite(s)** Nil  
**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.  
**Subject Hours** 39 hours for one semester.  
**Assessment** Examination, 50%; assignment, 50%.

### HHW5145 HERBAL THERAPEUTICS 2

**Campus** City Flinders  
**Prerequisite(s)** HHW5125 Herbal Therapeutics 1; or equivalent.  
**Content** In this subject the principles and practice of treating disease using Western herbal medicines are further developed. The application of Western herbal medicines to particular conditions affecting the various organs and organ systems of the body will be further developed.  
**Subject Hours** 39 hours for one semester.  
**Assessment** Medicinal plant monograph, 70%; examination, 30%.

### HHW5155 CLINICAL PRACTICUM (WHM) (PART-TIME)

**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 student to incorporate and utilise the theoretical knowledge gained in order to enhance their skills as a practitioner.  
**Subject Hours** Two hours per week for four semesters.  
**Assessment** Satisfactory completion of this subject will require satisfactory reports from all clinical supervisors throughout the duration of this subject, Satisfactory/Unsatisfactory.

### 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.  
**Subject Hours** 39 hours for one semester.  
**Assessment** Examination, 50%; practical, 50%.

### HHW5175 HERBAL THERAPEUTICS 3

**Campus** City Flinders  
**Prerequisite(s)** HHW5125 Herbal Therapeutics 1; or equivalent.  
**Content** In this subject the principles and practice of treating disease using Western Herbal Medicine is further developed. The application of Western herbal medicines to particular conditions affecting the various organs and organ systems of the body will be further developed. Students will also explore the many facets of the client/practitioner relationship.  

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**Recommended Reading**

**Subject Hours** 39 hours for one semester.

**Assessment** Assignment, 50%; oral Assessment, 50%.

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**HHY4404 PATHOLOGY 4**

**Campus** City Flinders

**Prerequisite(s)** Successful completion of HBOS HHY3303 Pathology 3

**Content** The content will include the key pathologies commonly affecting the neural tissues.

**Required Reading**

**Recommended Reading**

**Subject Hours** Semester Two: Lecture: 1 hour per week; Tutorial: 1 hour per week.

**Assessment** 2 hour written examination.

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**HHY4639 PATHOLOGY 3**

**Campus** City Flinders

**Prerequisite(s)** HHY3629 Pathology 2; or equivalent.

**Content** The subject aims to teach the pathological processes and risk factors for typical conditions affecting the named systems, and to develop an understanding of the orthodoxy medical management of these conditions. At the completion of the subject students should have a broad understanding of the risk factors for, and the pathology underlying the named conditions, and should be aware of orthodoxy management protocols. Content will include: Application of the fundamental pathological concepts taught in Pathology 2 to disease processes in specific organs and body systems. Particular emphasis will be given to those conditions which are common and those which are of special interest to osteopaths. The risk factors associated with common disease. The development of the pathological process through dysfunction to disease. The clinical presentations of common pathological conditions. The orthodoxy medical approach to diagnosis, prognosis and principles of management. Recognising common life-threatening conditions. Giving preventive health advice about common and those associated with pathology when assessing clients and managing nursing care across a variety of health care contexts. An introductory consideration of major psychopathological and pathophysiological changes potentially encountered by ageing individuals will be undertaken by way of contrasting them with normal ageing. Topics to be addressed include: ageing demographics; ageing and physical function; ageing and cognition; life stages; ageism; polypharmacy; social relationships and ageing.

**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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**HNAS002 GERONTIC NURSING STUDIES 1**

**Campus** St Albans, Off Campus

**Prerequisite(s)** Nil

**Content** Building on the concept of ageing as a normal process introduced in Geriatric 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 2500 words (50%); case study of 2000 words & class presentation (50%).  

HNAS03 GERONTOIC NURSING STUDIES 3  

**Campus** St Albans, Off Campus  

**Prerequisite(s)** HNAS01 Gerontic Nursing Studies 1; HNAS002 Gerontic Nursing Studies 2; or equivalent.  

**Content** This subject will introduce students to dominant issues in caring for older adults. Ethico-legal, socio-cultural, and political influences on the experience of ageing and the provision of aged care in a variety of contexts will be considered. Topics include: the operation of the aged care system; multidisciplinary approaches to care; the interface between community, sub-acute, acute, and residential aged care sectors; resource distribution; ethnicity and ageing; health promotion; consent; decision making; carer issues; elder abuse.  


**Assignment** of 3000 words (60%); seminar paper of 2000 words (40%).  

HNE5002 EMERGENCY NURSING STUDIES 2  

**Campus** St Albans, Off Campus  

**Prerequisite(s)** Nil  

**Content** The content includes: paediatric conditions and emergencies; critical examination and analysis of emergency nursing through fieldwork and current case studies; radiographic studies; principles of teaching and learning in emergency nursing; and non-traumatic disorders of the neurological, respiratory, cardiovascular, renal, endocrine, haematological, gastrointestinal, musculoskeletal and integumentary systems; penetrating injuries; multiple trauma; burns; shock and infection; pain relief; environmental emergencies; obstetric emergencies; poisoning; communication and culture; drug overdose/substance dependence; sexually transmitted diseases; legal issues; sexual assault; crisis intervention, violence and aged abuse; psychiatric emergencies.  


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

**Assessment** Clinical project: 7% (2500-3000 words); Examination 30%; Clinical Journal Satisfactory/Unsatisfactory. Students must pass each component of the assessment, including the clinical journal, in order to pass this subject.  

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 infection; pain relief; environmental emergencies; obstetric emergencies; poisoning; communication and culture; drug overdose/substance dependence; sexually transmitted diseases; legal issues; sexual assault; crisis intervention, violence and aged abuse; psychiatric emergencies.  


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

**Assessment** Clinical project: 7% (2500-3000 words); Examination 30%; Clinical Journal Satisfactory/Unsatisfactory. Students must pass each component of the assessment, including the clinical journal, in order to pass this subject.

Subject Hours Thirty-nine hours for one semester.

Assessment Clinical project: 70% (2500-3000 words); Examination: Theory 30%; Clinical Journal satisfactory/ unsatisfactory (1000 – 1500 words). Students must pass each component of the assessment, including the clinical journal, in order to pass this subject.

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 of advanced emergency practitioners, it is imperative that each student determines the clinical learning required to achieve expertise in clinical emergency nursing. As each student's learning experience at the time of entry to this subject is seen as unique and dynamic, this unit recognises the need for self-determination of learning modalities. Therefore the content includes: the diversity of the clinical environment in specialised emergency nursing practice; role of the advanced emergency nursing practitioner: leader, manager, educator, researcher, and collaborative consultant in the health care team. Further, as per contract developed by the student in collaboration with a lecturer, students are expected to spend their clinical learning experience in a related area but outside their current clinical practice, to further expand their clinical learning experience to achieve expertise and skills as an advanced practitioner in emergency nursing.


Subject Hours Seven hours comprising of seminars and thirty-two hours clinical learning experience.

Assessment Contract with supervisor: Hurdle requirement ungraded: students are required to submit a written contract of the clinical learning experience they wish to undertake before they set out to achieve their contractual clinical learning. Clinical Project: 100% (3000-3500 words); Clinical Journal satisfactory/unsatisfactory (1000-1500 words).

HNG5001 ISSUES AND POLICIES IN PROFESSIONAL PRACTICE

Campus St Albans, Off Campus

Prerequisite(s) Nil

Content The subject content includes the dynamic health care system; regulation and policy development on nursing practice; the nature of the health care system, including responsibility for the development of neophytes, collegiality and body of nursing knowledge; and a range of environmental influences that impact on the health of communities.


Subject Hours Three hours per week for one semester comprising one 2-hour lecture and one hour tutorial / workshop / group discussion.

Assessment Presentation 40%; written assignment 60% (3000 words).

HNG5003 AGING: HEALTH AND ILLNESS

Campus St Albans

Prerequisite(s) HNA 5001 and HNA 5002

Content As there are a variety of role expectations of advanced gerontic nurse practitioners, it is imperative that each student determines the clinical learning required to achieve expertise in clinical gerontic 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. The content includes students' exploration of the diversity of the clinical environment in specialised gerontic nursing practice; role of the advanced gerontic nurse practitioner: leader, manager, educator, researcher, and collaborative consultant in the health care team. Students are expected to spend their clinical practicum in a related area but outside their current clinical practice, to further expand their clinical learning experience. Students select the related clinical practicum. Then students prepare a written contract of the clinical practicum they wish to undertake, before they set out to achieve their contract clinical practicum. The written contract should also include a projected clinical project which forms the clinical outcome. The contract is written in collaboration with the appropriate lecturer.

HNG6120 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.

HNM5001 CANCER NURSING STUDIES 1

Campus St Albans, Off Campus

Prerequisite(s) Nil

Content This subject will introduce the students to the major cancers, their aetiology, diagnosis and treatment. The major therapeutic modalities as well as alternative therapies will be dealt with such that the student is able to build a knowledge base for future education of self and the public.


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 – 3000 words).

HNM5002 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).

HNM5003 CANCER NURSING STUDIES 3

Campus St Albans, Off Campus

Prerequisite(s) HNM5001 Cancer Nursing Studies 1; HNM5002 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.


HNMS004 NURSING MANAGEMENT 1

Prerequisite Nil
Campus St Albans

Content The 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.


HNMS005 NURSING MANAGEMENT 2

Campus St Albans

Prerequisite HNMS004 Nursing management 1

Content This subject builds on the content covered in Nursing Management 1. the subject aims to expand further in 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.


HNMS006 NURSING MANAGEMENT 3

Campus St Albans

Prerequisite HNMS004 Nursing Management 1, HNMS005 nursing management 2

Content This subject provides students with the opportunity to explore, refine and expand expertise in clinical judgement, to critically examine the processes or strategies in use. It also aims to enable students to apply theoretical knowledge to the management of a word/unit.


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%
HNM5020 COLLABORATIVE MIDWIFERY (FULL-TIME)

Campus St Albans

Prerequisite(s) HNM5011 Primary Care Midwifery; or equivalent.

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 childbirth 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, On-line

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 childbirth are discussed, as are the common mental health disorders and psychosocial risk assessment. Exploration of women’s cultural variations and experiences, and discussion of contemporary issues and concerns experienced by women in pregnancy, early parenthood and women’s health such as: poverty, loss, depression, violence, immigration.


HNM5022 CONSOLIDATION OF MIDWIFERY PRACTICE

Campus St Albans

Prerequisite(s) HNM5011 Primary Care Midwifery; HNM5020 Collaborative Midwifery; or equivalent.

Content This subject will provide students with the opportunity to further develop and consolidate their theoretical knowledge and practice skills acquired throughout the course. Students will participate in their final practice experience to fulfill 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.

HNM5023 COLLABORATIVE MIDWIFERY (PART-TIME)

Campus St Albans

Prerequisite(s) HNM5011 Primary Care Midwifery; or equivalent.

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 childbirth 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.
**HNMS501 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 taking (by the consumer) as opposed to history taking; Culturally sensitive interviewing and assessment; Recovery focused interviewing and assessment methods.  
**Subject Hours** The equivalent of three hours per week for one semester organised according to the teaching mode used.  
**Assessment** Written assignment 65% (2700-2900 words) Class presentation 35% Simulated interview and assessment activity (Ungraded: Pass/Fail)  

**HNMS502 COGNITIVE BEHAVIOUR THERAPY IN SEVERE MENTAL ILLNESS 1**

**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)  

**HNMS503 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)
HNMS206 MENTAL HEALTH PROMOTION
Campus St Albans, Off-Shore
Prerequisite(s) Nil
Content Theories of health promotion; Indicators for mental wellness; Needs analysis for health promotion; Planning and implementing health promotion; Evaluating health promotion; National Mental Health Strategies and Vic Health Mental Health Promotion Plan; Beyond Blue — National Depression Initiative; Plan and document an education session; Reflect on her/his own health education experiences and practice; Develop critical skills for health education and health promotion; Culturally sensitive health promotion; Consumer self-determination and social connectedness in health promotion.
Ness analysis needs 30% (1700-1900 words). Develop health promotion program using a conceptual framework 70% (2800-3000 words)
Assessment Two 2-hour written examination 45%. Case study 55% (2400-2600 words)

HNMS205 PSYCHOPHARMACOLOGY IN HEALTHCARE CONTEXTS I
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.

Assessment One 2-hour written examination 45%. Case study 55% (2400-2600 words)

HN5204 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.
Subject Hours Ideally, fieldwork should take place in a setting in which the student is not employed. In exceptional circumstances, the student may negotiate with the subject coordinator to undertake the fieldwork in his or her workplace. This is conditional upon the student providing satisfactory evidence that the subject objectives can be achieved in his or her workplace.
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 (Ungraded: Pass/Fail)

HN5205 PSYCHOPHARMACOLOGY IN HEALTHCARE CONTEXTS I
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.

Assessment One 2-hour written examination 45%. Case study 55% (2400-2600 words)

HN5204 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.
Subject Hours Ideally, fieldwork should take place in a setting in which the student is not employed. In exceptional circumstances, the student may negotiate with the subject coordinator to undertake the fieldwork in his or her workplace. This is conditional upon the student providing satisfactory evidence that the subject objectives can be achieved in his or her workplace.
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 (Ungraded: Pass/Fail)
**HNMS207 PSYCHOPHARMACOLOGY IN HEALTHCARE CONTEXTS 2**

**Campus** St Albans, Off-Shore

**Prerequisite(s)** HNMS205 Psychopharmacology in Healthcare Contexts 1

**Content**
- Antipsychotic and mood stabilising medications;
- Strategies to enhance medication taking;
- Obtaining a medication history, including the appropriateness and effectiveness of medications;
- Developing a medication discharge plan;
- Culturally sensitive psychopharmacology and Concordance;
- Consumer self-determination and social connectedness in psychopharmacology;
- Recovery focused psychopharmacology.

**Required Reading**

**Recommended Reading**

**Assessment**
- Written examination 55% (2400-2600 words)
- Critical case study 40% (2000-2200 words)

**HNMS208 WORKING WITH CONSUMERS, FAMILIES AND INTERSECTORAL AGENCIES**

**Campus** St Albans, Off-Shore

**Prerequisite(s)** Nil

**Content**
- Consumer and family experiences of mental illness;
- Family and consumer intervention strategies;
- Consumer and family intervention strategies; Expressed Emotion;
- Stigma and mental illness; Enhancing social connectedness;
- Culture and mental illness; Culturally sensitive consumer and family work;
- Valuing diversity; Developing skills in establishing and maintaining links with intersectoral agencies, including general practitioners, social and welfare organizations;
- Consumer self-determination; Recovery focused consumer and family work.

**Required Reading**

**Recommended Reading**

**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)

**HNMD601 COUNSELLING IN THE HEALTH CARE CONTEXT**

**Campus** St Albans

**Prerequisite(s)** Nil

**Content**
- This subject will provide education and training in effective communication skills for interaction with health professionals, colleagues and client populations. Health communication and how individuals deal with health related issues will be explored. A small range of major counselling theories will be examined and training in brief counselling strategies will be provided. An understanding of how social, cultural and developmental contexts impact on the counselling relationship will be discussed. Emphasis will be placed on group work theory and practice.

**Required Reading**
FACULTY OF HUMAN DEVELOPMENT

HNM6040 RESEARCH PLANNING

Assessment

Subject Hours

Recommended Reading

HNM6013 PROJECT

Assessment

Subject Hours

Prerequisite(s)

Corequisite(s)

Content

Corequisite(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 While 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.

HNM6019 WORKING WITH GROUPS IN HEALTHCARE CONTEXTS

Campus St Albans, Off-Shore

Prerequisite(s) Nil

Content Historical and theoretical underpinning of group work; Benefits of group work with people who have mental illness; Types of group work and application in mental health settings; Components of small groups; Group development; Managing conflict in groups; Establishing, running and evaluating psychotherapeutic groups in mental health settings;Clinical de-briefing of group work with their mentor; Group roles; Culturally sensitive group work; Consumer self-determination and social connectedness in group work; Recovery focused group work.


Subject Hours The equivalent of three hours per week for one semester organised according to the teaching mode used.

Assessment Written proposal to establish a group 35% (1800-2000 words) Written evaluation of a group process 65% (2700-2900 words)
HNM6110 NURSING AND PHILOSOPHY OF SCIENCE

Campus St Albans
Prerequisite(s) Nil

Content This subject provides an overview on ways in which the discipline of nursing has been influenced by various philosophies of science. In addition, it will examine changing trends in scientific methods of inquiry and their influence on nursing’s epistemology.

Required Reading To be advised by lecturer.


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

Assessment Written assignment (4000 words), 70%; seminar presentation, 30%

HNM6112 COGNITIVE BEHAVIOUR THERAPY IN SEVERE MENTAL ILLNESS 2

Campus St Albans, Off-Shore
Prerequisite(s) HNM5102 Cognitive behaviour therapy in severe mental illness 1

Content Summary of principles of cognitive behaviour therapy; Principles of cognitive behaviour therapy in psychotic illness, eating disorders, and obsessive compulsive disorder; Critical analysis of the interprofessional use of cognitive behaviour therapy in psychotic illness, eating disorders, and obsessive compulsive disorder in mental health settings; Interprofessional application of cognitive behaviour therapy in people with psychotic illness, eating disorders, and obsessive compulsive disorder in mental health settings; Culturally appropriate cognitive behavioural therapy in people with psychotic illness, eating disorders, and obsessive compulsive disorder; Consumer self-determination and social connectedness in cognitive behaviour therapy; Recovery focused cognitive behaviour therapy.


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)

HNM6118 EVIDENCE BASED PRACTICE IN SPECIALISED NURSING

Campus St Albans
Prerequisite(s) Nil

Content This subject considers the rationale for evidence based nursing practice, the skills that are needed to conduct a meta-analysis, and the approaches that can be used to appraise a systematic review. The focus of the meta analysis will be on recovery from acute illness.


Subject Hours 39 hours

Assessment Part 1 35%; Part 2 65%.

HNM6119 LEADERSHIP AND MANAGEMENT IN SPECIALISED NURSING

Campus St Albans/Offshore
Prerequisite(s) Nil

Content The subject of the content includes component of specialist settings: change theory and process in acute health care organization; organisation structures and their effects on communication; role of nurse manager in specialised nursing practice; human resource challenge; principles of teamwork; management and leadership principles; budgeting and costing; models of leadership and management in specialised practice.


Subject Hours The equivalent of three hours per week for one semester organised according to the teaching mode used.
Assessment Presentation (equivalent to 2000 words) - 40%
Written Assignment (2500 to 3000 words) 60%.

HNM620 NURSING THEORY DEVELOPMENT AND ANALYSIS
Campus St Albans
Prerequisite(s) Nil
Content This subject provides students with the knowledge base necessary to understand and appreciate the role of theory in the development of the discipline of nursing. The main focus of this subject will be on nursing theory development and evaluation of nursing theories.
Required Reading To be advised by lecturer.
Subject Hours Three hours per week for one semester comprising one two-hour lecture and one one-hour tutorial.
Assessment Written assignment (4000 words), 70%; seminar presentation, 30%.

HNM622 CLINICAL PROJECT
Campus Footscray Park
Prerequisite(s) Nil
Content The clinical project is the culmination of the depth and breadth of the course on Substance Abuse and is intended to allow the student to pursue his or her own area of study in the clinical or other settings. It is intended that the work of the student will be original and carried out under the guidance of a supervisor. The student will be required to choose the focus of their study, such as program evaluation, efficacy of a particular treatment modality, psychosocial or other factors relating to substance abuse. The student will present relevant aims and objectives and arrange the study placement and conduct the study under the guidance of the supervisor.
Required Reading No required reading, as each student will explore a topic of their choosing.
Subject Hours This subject will be taken over two semesters and the hours will be undertaken in consultation with the supervisor.
Assessment A current literature review equivalent to 2500 words (30%) will be included and the project will be of 7500 words in length (70%).

HNM6209 CLINICAL SPECIALISED PROJECT
Campus St Albans
Prerequisite(s) Master of Nursing (Specialisation) at Graduate Diploma level.
Content The clinical project is intended to be a scholarly independent and creative piece of work in an area of student personal/professional interest in the field of his/her specialisation. It can be in any of the broad spectrums of nursing and nursing practice, for example: specialised clinical nursing practice, professional nursing practice or nursing/patient education. Student identifies an issue or poses a question, undertakes an exhaustive/extensive relevant literature review, reflects on the theoretical underpinnings and plans for an implementation of change to achieve excellence in practice. The project will be undertaken in consultation with the relevant nursing specialisation course coordinator or another appropriate designated facilitator.
Required Reading As defined by the choice of the topic for the clinical project
Subject Hours The student will be expected to devote the equivalent of a 6-hour week to the subject. The format is variable to meet students’ needs.
Assessment Two Parts: 1. A written proposal of the clinical project: Word limit =1000 Mark 10% Clinical Project comprising an exhaustive relevant literature review and an implementation plan: Words Limit: 9000 Mark = 90%.

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%.
**HN6800 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.

**HN6801 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.

**HN5001 NEUROSCIENCE NURSING STUDIES 1**

**Campus** St Albans, Off Campus

**Prerequisite(s)** Nil

**Content** The topics for this unit of study include: Pathophysiological and diseases 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, i.e. cranio-cerebral injury, vertebral and spinal cord injuries, peripheral nerve injuries, back pain, inter-vertebral disc injury and multiple trauma with neurological complications.


**HN5002 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.


**Recommended Reading**

**Subject Hours** Three hours per week for one semester comprising 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.

**HN5003 NEUROSCIENCE NURSING STUDIES 3**

**Campus** St Albans, Off Campus

**Prerequisite(s)** HN5001 Neuroscience Nursing; HN5002 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, mineire’s disease, glossopharyngeal neuralgia and amytrophic lateral sclerosis are included in this subject.

**Required Reading**

**Recommended Reading**

**Subject Hours**
Three hours per week for one semester comprising two hour lectures and one hour tutorial.

**Assessment**
Case study assignment 40% (2000 – 2500 words); Examination 40%; Clinical Journal 20% (1000 – 1500 words). Students must pass each component of the assessment, including the clinical journal in order to pass this subject.

**HNO5001 ORTHOPAEDIC NURSING STUDIES 1**

**Campus**
St Albans, Off Campus

**Prerequisite(s)**
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.

**Required Reading**

**Recommended Reading**


**Subject Hours**
Thirty-nine hours per semester.

**Assessment**
Clinical project 60% (2500 – 3000 words); Examination 30%; Clinical Journal 10% (1000 words). Students must pass each component of the Assessment, including the clinical journal, in order to pass this subject.

**HNO5002 ORTHOPAEDIC NURSING STUDIES 2**

**Campus**
St Albans, Off Campus

**Prerequisite(s)**
Nil

**Content**
The content includes: ambulatory techniques and devices and the role of physiotherapy; principles and functions of Orthoses, and appropriate nursing assessment and intervention associated with specific orthoses; management in orthopaedic nursing and planned change in the health care system and its effects on orthopaedic nursing care; critical examination and analysis of orthopaedic nursing through fieldwork and current case studies; 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**

**Recommended Reading**


**Subject Hours**
Thirty-nine hours per semester.

**Assessment**
Clinical project 60% (2500 – 3000 words); Examination 30%; Clinical Journal 10% (1000 words). Students must pass each component of the Assessment, including the clinical journal, in order to pass this subject.

**HNO5003 ORTHOPAEDIC NURSING STUDIES 3**

**Campus**
St Albans, Off Campus

**Prerequisite(s)**
HNO5001 Orthopaedic Nursing Studies 1; HNO5002 Orthopaedic Nursing Studies 2; or equivalent.

**Content**
As there are a variety of role expectations of advanced orthopaedic nurse practitioners, it is imperative that each student determines the clinical learning required to achieve expertise in
clinical orthopaedic nursing. As each student’s learning experience at the time of entry to this subject is seen as unique and dynamic, this unit recognises the need for self-determination of learning modalities.

Therefore the content includes: the diversity of the clinical environment in specialised orthopaedic nursing practice; role of the advanced orthopaedic nurse practitioner: leader, manager, educator, researcher, and collaborative consultant in the health care team. Further, as per contract developed by the student in collaboration with a lecturer, students are expected to spend their clinical learning experience in a related area but outside their current clinical practice, to further expand their clinical learning experience to achieve expertise and skills as an advanced practitioner in orthopaedic nursing.


Subject Hours Seven hours comprising seminar and thirty-two hours of clinical learning experience.

Assessment Contract with supervisor: Hurdle requirement ungraded. Students are required to submit a written contract of the clinical learning experience they wish to undertake before they set out to achieve their contractual clinical learning. Clinical Project: 80% (3000 - 3500 words); Clinical Journal 20% (1000 – 1500 words).

HNP5001 PAEDIATRIC NURSING STUDIES 1

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<th>Campus</th>
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<tr>
<td>Prerequisite(s)</td>
<td>Nil</td>
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<tr>
<td>Content</td>
<td>Topics include: perspective of paediatric nursing; human growth and development; advanced health assessment of the child and family; principles and practice of paediatric health assessment skills; pathophysiology and clinical assessment of the child/adolescent with endocrine, neurological, musculo-skeletal, respiratory, cardio-vascular, gastro-intestinal, renal, oncological and plastic disorders; paediatric surgery; principles of paediatric nursing research; impact of hospitalisation on the child and family; principles of managing children and families with special needs.</td>
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<tr>
<td>Subject Hours</td>
<td>Thirty-nine hours for one semester.</td>
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<tr>
<td>Assessment</td>
<td>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.</td>
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HNP5002 PAEDIATRIC NURSING STUDIES 2

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<tr>
<td>Prerequisite(s)</td>
<td>Nil</td>
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<tr>
<td>Content</td>
<td>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.</td>
</tr>
<tr>
<td>Subject Hours</td>
<td>Thirty-nine hours for one semester.</td>
</tr>
<tr>
<td>Assessment</td>
<td>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.</td>
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HNP5003 PAEDIATRIC NURSING STUDIES 3

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<th>Campus</th>
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<tr>
<td>Prerequisite(s)</td>
<td>HNP5001 Paediatric Nursing Studies 1; HNP5002 Paediatric Nursing Studies 2; or equivalent.</td>
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<tr>
<td>Content</td>
<td>As there are a variety of role expectations of advanced paediatric nurse practitioners, it is imperative that each student</td>
</tr>
</tbody>
</table>
determines the clinical learning required to achieve expertise in clinical paediatric nursing. As each student's learning experience at the time of entry to this subject is seen as unique and dynamic, this unit recognises the need for self-determination of learning modalities.

Therefore the content includes: the diversity of the clinical environment in specialised paediatric nursing practice; role of the advanced paediatric nurse practitioner: leader, manager, educator, researcher, and collaborative consultant in the health care team. Further, as per contact developed by the student in collaboration with a lecturer, students are expected to spend their clinical learning experience in a related area but outside their current clinical practice, to further expand their clinical learning experience to achieve expertise and skills as an advanced practitioner in paediatric nursing.

**Required Reading**

**Recommended Reading**

**Assessment**
Contract with supervisor: Hurdle requirement ungraded. Students are required to submit a written contract of the clinical learning experience they wish to undertake before they set out to achieve their contractual clinical learning. Clinical Project: 80% (3000 – 3500 words); Clinical Journal 20% (1500 – 2000 words).

**HNRS001 INTRODUCTION TO RESEARCH DESIGN AND METHODS**

**Campus**
St Albans, Footscray Park, Flinders Lane, Distance Education

**Prerequisite(s)** Nil

**Content**
The content of this subject will provide an introduction to research methods and design for the social sciences. This will include a review of the scientific methods and ways of knowing, quantitative and qualitative paradigms, questionnaire design and evaluation, validity and reliability of research designs, ethical issues and evaluation of the research design of published papers. The subject will also include an introduction to sampling and methods of data collection and analysis for quantitative and qualitative research. The study of quantitative methods will focus on experimental, correlational and survey designs and the corresponding methods of data analyses including descriptive and inferential statistics, correlation and regression and hypothesis testing. The qualitative research designs to be studied in some detail will be drawn from case study, ethnography, grounded theory, phenomenology, historical research, philosophical research and action research. The role of the researcher in collecting qualitative data will be discussed along with methods of analysing qualitative data.

**Required Reading**

**Subject Hours**
Two hour seminar and one hour tutorial per week for one semester.

**Assessment**
A research proposal, or approved assignments related to research literature and processes in professional practice (3000 words for Graduate Diploma students; 5000 words for Masters students) 100%.

**HNSS010 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.

**Recommended Reading**

**Subject Hours**
Three hours per week for one semester.

**Assessment**
One written assignment of 2,500 words (60%) and one presentation (40%).

**HNSS020 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.

**Recommended Reading**

**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%.

HN50801 HEALTH AND DEVELOPMENT OF THE YOUNG FAMILY

Campus St Albans

Prerequisite(s) Nil

Content The subject is developed within a holistic 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, Freud, Bandura, Brazelton, Chess and Birch, Ainsworth, Caldwell 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 NESP, 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 Albans

Prerequisite(s) Nil

Content Semester 1: The subject is developed within a holistic model of health and emphasises the connections between all aspects of human experience. Principles and application of primary health care and community development within the school and community. The role of the Public Health Nurse in a culturally diverse society. Development and maintenance of the therapeutic relationship, including issues related to the multidisciplinary team. The well young person: determinants and processes of normal psychosocial and physiological growth and development from six to eighteen years. Assessment skills and processes with young people, including screening tools, critical observation, documentation and referrals. Immunisation issues within the school and wider community. Semester 2: Role transition to adolescence and adulthood: relationships; individualisation. Sexuality. 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.


HNU5003 PSYCHOSOCIAL ISSUES OF THE FAMILY

Campus St Albans

Prerequisite(s) Nil

Content This subject takes a lifespan perspective of family development and considers intergenerational and cross-cultural issues 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/illness in families; Families coping with disabilities; Family relationships and infants and preschoolers; Family relationships with school-aged and adolescent children; Family lifestyles combining parenthood and employment.


Subject Hours Three hours per week for one semester comprising one two-hour structured teaching-learning session and one hour workshop/group discussion/guided learning.

Assessment Class presentation (35%); written assignment (65%).

HNU5004 HEALTH PROMOTION AND EDUCATION

Campus St Albans

Prerequisite(s) Nil

Content This subject develops 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.


HNU5005 ISSUES OF PROFESSIONAL PRACTICE

Campus St Albans

Prerequisite(s) HNU5001 Health and Development of the Young Family; HNU5002 Health and Development in Childhood and Adolescence; or equivalent.

Content The focus of this subject is the development of the requisite skills essential for leadership in independent professional practice. Emphasis will be placed on the expansion of professional confidence through skill and knowledge development in those areas requiring critical analysis and independent decision making; content will include an exploration of ethical, legal and political issues in the field; the nurse as change agent; interprofessional roles and relationships; outreach, networking and case management; the development (including needs analysis, implementation and evaluation) of programs for individuals, families and groups with special needs; the role of advocacy; the development and application of reports and grants; quality assurance.


Subject Hours 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%).

HPU0002 COUNSELLING ISSUES IN ATHLETE CAREER AND EDUCATION

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.


Subject Hours Thirty-nine hours for one semester.

Assessment Essay or equivalent (50%); case report (50%).
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.

Required Reading

Recommended Reading

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.

Required Reading

Recommended Reading

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.

Required Reading

Recommended Reading

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.
Required Reading

Recommended Reading

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 were 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.

Required Reading

Recommended Reading

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.

Required Reading

Recommended Reading

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.

Required Reading

Recommended Reading

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

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 will incorporate some ethical issues/aspects related to the project. The specific nature of the project will be an individual negotiation between the lecturer and student concerned.

Required Reading
To be advised by lecturer.

Recommended Reading
Helitzer, M. 1992, The Dream Job: Sports Publicity, Promotion And Public Relations, University

Subject Hours Three hours per week for one semester comprising one three 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.

HPB5301 SPORT BUSINESS SEMINAR

Campus City Flinders

Prerequisite(s) Nil

Content This subject is the principal culminating educational exercise for the course. The subject will be conducted as a special topics seminar that will address theoretical and applied aspects of sport business. The emphasis will be on business sport business issues that relate directly to current sport organisations and management practices, current media related issues, and the political dimensions of the sport industry.


Subject Hours Three hours per week for one semester comprising one three hour lecture / seminar or equivalent.

Assessment Seminar papers (2), 60%; research paper, 40%. All components of assessment must be satisfactorily completed.

HPB5302 SPORT BUSINESS PROJECT

Campus City Flinders

Prerequisite(s) HPB5203 Sport Project; or equivalent.

Content This subject directly relates to individual student’s sport business organisation or interests. The major project will be decided by individuals in consultation with the lecturer and the project content shall benefit the chosen sport business organisation. Students will be expected to show initiative, flexibility, with teamwork in undertaking the project and demonstrate the competencies gained during the Graduate Diploma in Sport Business subjects in the selected project.

Required Reading No reading required due to individual student projects formed.


Subject Hours Six hours per week for one semester comprising two three hour lecture / seminar or equivalent.

Assessment Project proposal, 10%; final report, 50%; presentation, 20%; journal article, 20%. Total word length approximately 8000 to 10,000 words. All components of assessment must be satisfactorily completed.
individual/group/community including short and long term needs and strategies for effective service delivery; and develop an awareness of disaster management issues, current theories, models of intervention and strategies for disaster prevention and response.

Required Reading To be advised by lecturer.

Subject Hours Three hours per week for one semester comprising one three-hour lecture/seminar.

Assessment Report (4000–5000 words), 100%. Students will be required submit a one page description of their intended project identifying a particular area relevant to their field of practice and develop a brief proposal outlining the plan, the audience, and proposed method of implementation 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: 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
Corequisite(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
Corequisite(s) HPG5010 Applied Exercise Physiology; or equivalent.
Content This subject aims to promote an understanding of the variety of laboratory and field skills used in the physiological assessment of the exercising human; promote the capacity to develop original laboratory and field skills to be used in the assessment of the exercising human. The subject will include the following topics: VO2max; body composition analysis; anaerobic threshold; anaerobic power and capacity; electrocardiography; control of ventilation; muscle fatigue; cardiovascular responses to exercise; exercise in the heat.

Required Reading To be advised by lecturer.
Recommended Reading


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; (iv) arthritis: osteo, rheumatoid, gout, ankylosing spondylitis; (v) osteoporosis; (vi) acquired head injury; (vii) spinal cord injury; (viii) stroke (cerebro-vascular accident): musculoskeletal and neurological deficits; (ix) multiple sclerosis; (x) Parkinson’s disease; (xi) muscular dystrophy; (xii) knee and shoulder reconstructions; (xiii) knee and hip replacements; (xiv) dementias; (xv) detrimental effects of long term inactivity and bed rest.

**Recommended Reading**


**Assessment**

Attendance and participation (10%); Mid- semester exam (30%); end of semester examination (60%).

**HPG5017 CARDIORESPIRATORY AND METABOLIC PHYSIOLOGY FOR REHABILITATION**

**Campus**

Footscray Park

**Prerequisite(s)**

Nil

**Content**

The subject content will include (i) cardiac pathophysiology and rehabilitation: ischaemic, myocardial, pericardial and valvular disease, heart failure, hypertension, electrocardiography; (ii) diseases of the thoracic duct: chronic respiratory defects; (iii) pulmonary diseases: asthma, chronic bronchitis and emphysema, pneumonia, bronchiectasis, cystic fibrosis, tuberculosis, respiratory distress syndrome, acute respiratory tract infections; (iv) metabolic / neurohormonal conditions: obesity, diabetes, chronic fatigue syndrome, anemias; (v) inflammation, infection control (including wound management) and hemostasis.

**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%).

HPP5018 EXERCISE PRESCRIPTION FOR MUSCULO-SKELETAL AND NEUROLOGICAL CONDITIONS

Campus Footscray Park
Prerequisite(s) HPG5016 Musculo-Skeletal and Neurological Physiology for Rehabilitation; or equivalent.
Content Exercise prescription for the following conditions (i) soft tissue, bone and joint injuries; (ii) extensive content on low back pain: spinal surgeries including laminectomies, fusions, discectomies and pain management; (iii) arthritis: osteo, rheumatoid, gout, anklylosing spondylitis; (iv) osteoporosis; (v) stroke and acquired head injury; (vi) spinal cord injury; (vii) multiple sclerotics; (viii) Parkinson’s disease; (ix) muscular dystrophy; (x) knee and shoulder reconstructions; (xi) knee and hip replacements; (xii) dementias. Exercise modes will include hydrotherapy, Pilates exercise, Swiss Balls, stabilisation of lumbar, cervical and scapular segments; modified equipment, exercise for people in a wheelchair, gait aids, balance training / assessments.


Subject Hours Four hours per week for one semester.
Assessment Attendance and participation (10%); practical test 20%, written assignment 30%, oral presentation (40%).

HPP5019 WORK CONDITIONING

Campus Footscray Park
Prerequisite(s) Nil
Content Students will develop skills in the prescription of both individual and group work-oriented programs involving workers in simulated or actual work tasks and activities that are structured and progressively graded. Aqua-exercise and hydrotherapy and other modes of exercise conditioning will be included. Students will develop expertise in the design and implementation of programs that increase physical power and capacity, and productivity, with the goal of training workers to remain at, or return to suitable employment. The subject will provide students with advanced skill training in the assessment of injured or disabled workers to identify and specifically measure the limitations and deficits of clients against the type of work the client will be / is required to perform in the workplace. Students will also develop their skills in the education of the injured worker to maintain sound physical and physiological habits to avoid further injury. This will include the ability to conduct individual and group training programs in manual handling techniques, lumbar stabilisation programs, back care education as well as work break exercise programs, injury prevention strategies, pain management and modification of exercise equipment for people with disabilities.


Subject Hours Two hours per week for one semester.
Assessment attendance and participation (10%), assignment (50%), oral presentation (40%).

HPP5021 BIOMECHANICS FOR REHABILITATION

Campus City Flinders Lane.
Prerequisite(s) Nil
Content The subject will provide students with general knowledge of the mechanical properties of biological materials and examine the biomechanical aspects of selected joints and the mechanics of movement applied to normal and pathological states.


Subject Hours One hour lecture per week for one semester.
Assessment Final examination (70%); assignment (30%).
HPG5031 PHYSIOLOGICAL TESTING FOR REHABILITATION

Campus Footscray Park
Prerequisite(s) Nil
Corequisite(s) HPG5015 Physiology for Rehabilitation; or equivalent.

Content This subject aims to provide students with knowledge and skill in the application of physiological techniques and protocols used to assess human movement and exercise performance with an emphasis on people recovering from injury or illness or people with permanent disabilities. The subject revisits those techniques that students have previously used in the assessment of exercise performance in able-bodied people (including athletes) and then progresses to modifications of those techniques for use in exercise rehabilitation. The former include the measurements of skinfold thicknesses, VO2max, anaerobic threshold, acid-base responses to acute exercise, normal exercise electrocardiography and lung function while the latter includes VO2 peak, pathological electrocardiography, cardiovascular responses to exercise, blood lipids, interpretation of pulmonary function and dysfunction in exercise and the assessment of balance.


Subject Hours Two hours per week for one semester.

Assessment Attendance and 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 platform measurement and analysis of human gait, video analysis of human praxis, isokinetic dynamometry.

Required Reading To be advised by lecturer.

Subject Hours Two hours of practical work per week for one semester.

Assessment Coursework 100%.

HPG5041 FUNCTIONAL ANATOMY

Campus City Flinders Lane
Prerequisite(s) Nil

Content The subject content will include (i) the physical properties of bone and collagenous tissues; arthrology; muscular system; an overview of the nervous system; (ii) functional anatomy of the joints: shoulder complex; forearm, wrist and hand complex; hip joint complex; knee complex; ankle foot complex; (iii) vertebral column; posture; locomotion; anatomy and performance.


Subject Hours Two hours of lectures and two hours of practical per week for one semester.

Assessment Final examination (50%); on-going assessment (20%); flag-race (practical) exam (30%).

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: spinal surgeries including laminectomies, fusions, discectomies and pain management; (iv) arthritis: osteo, rheumatoid, gout, ankylosing spondylitis; (v) osteoporosis; (vi) 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 lectures per week for one semester.
Assessment 10% attendance and participation, 30% mid-semester examination, 60% end-semester examination.

HPG5043 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.
Recommended Reading To be advised by lecturer
Subject Hours Two hours of lectures and one hour of tutorials per week for one semester.
Assessment Four approved assignments of up to 1,000 words or equivalent (25% each), each drawing on quantitative and/or qualitative methods to analyse or critique one of the following (i) single case report or case study; (ii) population-wide survey; (iii) observational outcome study; and (iv) randomised trial.

HPG5069 INTRODUCTION TO REHABILITATION FIELDWORK

Campus Footscray Park
Prerequisite(s) Nil
Content This subject will introduce students to various roles of physical educators in exercise rehabilitation and to offer perspectives on the roles of other team members in rehabilitation processes; students will have opportunities to observe health professionals during the design, implementation and evaluation phases of exercise programs, and to learn about equipment, facilities and program planning that are used in exercise rehabilitation.
Required Reading To be advised by the lecturer.
Subject Hours Four hours in total for one semester. Field Contact Thirty five hours.
Assessment Satisfactory/unsatisfactory.

HPG5070 EXERCISE FOR REHABILITATION FIELDWORK (FULL-TIME)

HPG5071 EXERCISE FOR REHABILITATION FIELDWORK (PART-TIME)

Campus Footscray Park
Prerequisite(s) HPG5069 Introduction to Rehabilitation Fieldwork; or equivalent.
Content This subject aims to: provide experience in exercise prescription, design, conduct and evaluation of exercise rehabilitation programs; gain practical knowledge of differing organisational models, the roles of other health professionals, referral and communication pathways and medical record systems.
Required Reading To be advised by lecturer.
Subject Hours Eight seminar hours in total for one semester. Field Contact One hundred and forty hours (4 weeks).
Assessment Written report (100%)

HPG5080 BIOMECHANICS OF HUMAN MOVEMENT

Campus Footscray Park
Prerequisite(s) Nil
Corequisite(s) HPG5081 Biomechanics Testing and Evaluation; or equivalent.
Content This subject aims to: develop in students an understanding of the biomechanical basis of fitness and sports performance; familiarise students with the use of biomechanical laboratory and field techniques for assessing fitness and sports performance. The subject will include the following topics. Performance assessment in both fitness and sport by means of 2-D and 3-D video techniques, EMG, foot pressure sensing, isokinetic dynamometry and force platforms are an integral part of the subject.
Required Reading To be advised by lecturer.
Subject Hours Two hours of lectures per week for one semester.
Assessment Examination, 50%; coursework, 50%.

HPG5081 BIOMECHANICS TESTING AND EVALUATION

Campus Footscray Park
Prerequisite(s) Nil
Corequisite(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 platform analysis; videography; goniometry.
Required Reading To be advised by lecturer.

Subject Hours Two hours of practical per week for one semester.

Assessment Laboratory handbook, 40%; laboratory theory examination, 30%; laboratory practical examination, 30%.

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. Imagination: 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. Energization: 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).


Subject Hours Two hours of lectures per week for one semester.

Assessment Essay, 50%; final examination, 50%.

HPG5110 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 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, life cycle, life stage, and life development. Human functioning 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%.

HPG5120 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 aerobic 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 approaches: vegetarian; fad diets. Special groups and special needs: children and adolescents; women; veterans; injured athletes; heart disease; diabetes. Special problems: food psychology; anorexia; bulimia; other eating disorders; nutritional ‘fables’.


Subject Hours Two hours of lectures per week for one semester.

Assessment Major assignment, 60%; minor assignment, 20%; examination, 20%.

HPG5130 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.

HPG5140 EXERCISE PRESCRIPTION

Campus Footscray Park

Prerequisite(s) Nil

Content This subject aims to provide students with: an understanding of the theoretical knowledge and practical skills necessary to the task of prescribing exercise; the opportunity to develop the capacity to prescribe theoretically sound exercise programs for a variety of sporting populations and exercising...


Subject Hours Two hours of lectures per week for one semester.

Assessment Oral test review of anatomy/physiology of exercise, 10%; case study: child – 20%, sub-elite – 20%, elite – 20%; final examination, 30%.

HPG5150 SKILL IN SPORT

Campus Footscray Park

Prerequisite(s) Nil

Content This subject aims to: present a view of knowledge about motor skill development and performance to students through consideration of concepts, theories and research; raise issues of applicability of basic research in practical contexts; show how recent research and theorising has considered aspects of skill development and skilled performance in sport-related settings. The subject will include the following topics. Introduction to the information-processing, life-span development and skill development approaches; the nature of skill; skill acquisition and retention. Attention and perception: selective attention; signal detection theory; visual search. Decision-making: response time, reaction time and movement time; simple, choice and discrimination reaction time; perceptual, receptor and effector anticipation; serial and parallel processing. Motor control: open-loop and closed-loop models; schema theory; action theory, systems theory and ecological psychology. Factors affecting skill acquisition: conditions of practice, massed and spaced, whole and part; variability of practice; feedback, information, reinforcement; error free and errorful learning. Perceptual-motor development: skills and abilities, readiness, prediction of talent; ageing and skill; motor impairment, disability; sport skill development. Sport-specific approaches: speed of ball detection and skill; memory for game structure and ball detection; visual search processes in sport; use of early visual cues, anticipation; decision-making and skill in sport; development and nature of skilled movements in sport, the systems approach; initiation of skilled movements in sport, the ‘tau margin’.


Subject Hours Two hours of lectures per week for one semester.

Assessment Paper reviewing literature on selected topic, 30%; report of small scale investigation on topic, 40%; final examination, 30%.

HPG5160 EXERCISE AND SPORT SCIENCES

FIELDWORK

Campus Footscray Park

Prerequisite(s) Nil

Content The aims of this subject are to: provide students with the opportunity to apply sport and exercise theory and practice in a practical setting; introduce students to the range of career options within the field; extend the professional networks of students.

Required Reading To be advised by lecturer.

Subject Hours Eight hours of seminars in total for one semester in addition to seventy hours (2 weeks) of field contact.

Assessment Due to the individual nature of this subject assessment is graded on a satisfactory/unsatisfactory basis. All components of assessment must be completed and passed in order 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.

HPG5180 PSYCHOLOGY FOR REHABILITATION

Campus Footscray Park

Prerequisite(s) Nil

Content This subject aims to develop in students a basic understanding of the psychological aspects of rehabilitation. It is not intended that graduates of the course will be equipped to provide the primary psychological care of rehabilitation clients because in most instances they are part of a team which includes clinical and neuropsychologists. However, they should have an understanding of the psychological aspects of the rehabilitation process. The subject will include the following topics: counselling and interviewing skills – verbal and non-verbal, listening skills, body language, human interaction; human behaviour and development, lifestyle, lifecycle, life crisis, life development; coping with injury; dealing with grief and loss; coping with chronic pain; stress management, anxiety and depression; self-confidence, development and maintenance, particularly in the transitions which occur during rehabilitation; motivation, intrinsic-extrinsic, goal orientations, self-efficacy, goal setting, physical, psychological, technical.


Subject Hours Two hours per week for one semester.

Assessment Major assignment, 100%.

HPG6020 DIRECTED STUDY

Campus Footscray Park

Prerequisite(s) Nil

Content This subject provides the opportunity for students to extend their knowledge and skills in the general topic area where they intend to carry out their research. A number of educational processes are equally valid and some might be particularly appropriate to specific disciplines or research endeavours. There is no desire to restrict the potential educational exercises by specifying what is acceptable. Designated research supervisors are responsible for determining acceptability of the nature and scale of directed studies in discussion with individual students. A number of examples of likely ways in which study may be directed will illustrate the possibilities. It is possible for issues to be raised which relate to the topic of research. These could be addressed by consulting the literature and writing critical review or reaction papers. It might be that two or three such papers would constitute the appropriate scale of work. In some specialist that the most fruitful preparation for the thesis would be to audit a coursework subject in this or another institution. The thesis research may depend crucially on the development of a measuring instrument.
and this development could be the substance of the Directed Study. Similarly, it might be deemed essential to pilot a new research technique, which it is proposed to use in the main thesis study. The pilot study could be the content of the Directed Study. These examples merely illustrate the nature of the Directed Study subject. The subject will remain flexible, permitting a whole range of equivalent exercises to be included. The main criterion for acceptance is that the activity is considered by the supervisor to be valuable preparation for the thesis research.

Required Reading To be advised by lecturer.

Subject Hours Nine hours per week for one semester comprising one one-hour tutorial and eight hours of practical sessions.

Assessment Students are assessed on satisfactory completion of the directed study contracted with the supervisor. Note: The methods of assessment are to be detailed by negotiation between the student and the supervisor.

HPG6030 MINOR THESIS (FULL-TIME)

HPG6035 MINOR THESIS (PART-TIME)

Campus Footscray Park

Prerequisite(s) HPG6010 Research Design; HPG6020 Directed Study; or equivalent.

Content The Minor Thesis subject builds on the development made in HPG6010 Research Design and HPG6020 Directed Study. Specifically, with the continued advice and guidance of the research supervisor, the student carries through the research protocol, which was developed and refined in the Research Design subject and which is illuminated by the exercises undertaken in the Directed Study subject. The student executes a study on an issue in physical education or sport. In science areas, this involves the collection of primary data. This process is presented in a formal thesis of between 15,000 and 30,000 words equivalent not including Appendices. The thesis should demonstrate the whole research process from identification of a problem, through review, critique and reflection on related research, to development and refinement of appropriate methods, collection of data using appropriate procedures and ethics, and on to selection, application and interpretation of suitable methods of analysis. Finally, conclusions must be drawn and recommendations made for further research and for practice.

Required Reading To be advised by lecturer.

Subject Hours HPG6030 Minor Thesis (full-time)—fifteen hours per week for one semester. HPG6035 Minor Thesis (part-time)—seven and one half hours per week for two semesters.

Assessment Thesis, 100%. Students must attend the Graduate Research Seminar program and present a report on their results, analysis and conclusions to a meeting of this Seminar Late in the semester. The final thesis will be examined by two academics, one of whom should be external, with expertise in the specific area of the research and will not include the supervisor. Students may be asked to present themselves for an oral or a written examination by these examiners, at the examiner's discretion. Each examiner will independently recommend one of the following outcomes to the supervisor. At the request of the examiner, students are permitted to submit a written or oral examination to pass thesis; deferred for resubmission after major revision; fail. In the event that there is a disagreement between the examiners, a third examiner will be appointed.

HPG6040 LABORATORY SKILLS FOR EXERCISE PHYSIOLOGY

Campus Footscray Park

Prerequisite(s) St John Senior First Aid Certificate or equivalent.

Content The subject is designed for Exercise Physiology students to develop a range of valuable skills, knowledge and competencies relating to the use and understanding of instrumentation and modern analytical system. An emphasis is placed upon the safe and ethical handling of human samples, including blood, saliva, urine and faeces and the handling and disposal of consumables used in human sampling. The safety focus also includes standard procedures for cleaning and sterilisation of instruments and equipment and emergency first aid. Particular attention is given to calibration, appropriateness of instrumentation to data collection and experimental design, including the influence of measurement errors on data reliability and validity. The subject also includes a range of opportunities to appreciate and understand respiratory gas analysis systems, blood gas, acid-base and electrolyte systems, some common blood and muscle analyses, exercise electrocardiography, haematology, anthropometry, and environmental physiology.

Required Reading Selected readings are available.

Assessment Oral examination (50%), written assignments (20%), and participation (30%).

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%.

HPG6041 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; ischaemic, myocardial, pericardial and valvular disease, heart failure, hypertension; (ii) pulmonary diseases: asthma, chronic bronchitis and emphysema, pneumonia, bronchiectasis, cystic fibrosis, tuberculosis, respiratory distress syndrome, acute respiratory tract infections; (iii) metabolic conditions: obesity, diabetes, chronic fatigue syndrome, anae

Recommended Reading Selected readings are available.
Subject Hours 1 hour lecture per week; 1 hour practical per week.

Assessment Attendance and participation (10%); assignments (50%); tests (practical, oral and written) (40%).

HPG6042 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.


Subject Hours Two hours per week for one semester.

Assessment Assignments and presentations (80%); attendance and participation (20%).

HPG6043 EXERCISE FOR REHABILITATION CLINICAL PRACTICE (FULL-TIME)

HPG6044 EXERCISE FOR REHABILITATION CLINICAL PRACTICE (PART-TIME)

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.


Recommended Reading To be advised by the clinical supervisor.

Subject Hours 20 week industry placement.

Assessment Satisfactory / Unsatisfactory.

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.
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 PROGRAMME 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: Contemporary articles, web materials and excerpts from relevant texts will be identified and explored during class sessions. 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: Walker, M. and Sotlar, D. (1997) Sport facility management, Jones and Bartlett Publishers, Sudbury, Mass. Contemporary articles, web materials and excerpts from relevant texts will be identified and explored during class sessions.


Subject Hours: Three 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%.

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**HPM5600 LEISURE PERSPECTIVES IN AGEING AND DISABILITY SERVICES**

**Campus** Footscray Park

**Prerequisite(s)** Nil

**Content** This subject provides an overview of recreation services within the context of ageing and disability organisations. It will focus on the issues and topics that are applicable to individuals pursuing a career in this arena. It will examine the broad range of roles, challenges, and client populations facing 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/seminar.

**Assessment** Philosophy paper, 35%; research paper/project, 35%; applied paper/presentation, 30%. All components of assessment must be satisfactorily completed.

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**HPM5601 AGEING WELL: PERSPECTIVES FOR THE FUTURE**

**Campus** Footscray Park

**Prerequisite(s)** Nil

**Content** This subject is designed to create an awareness of the emerging field of gerontology with its overwhelming political, health, and social implications. Topics to be covered include sociological, psychological, and physiological aspects of ageing, ethics and ageing, care of older persons, health and wellness models, women and ageing, policies and politics, education and retirement, and advocacy.


**Subject Hours** Three hours per week for one semester comprising one three-hour lecture/seminar.

**Assessment** Seminar Presentation, 20%; major paper, 25%; review/critique exercise, 20%; final exam, 35%. All components of assessment must be satisfactorily completed.

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**HPM5602 COMPREHENSIVE OVERVIEW OF DISABILITY AND SOCIETY: ISSUES AND CHALLENGES**

**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.


**Subject Hours** Three hours per week for one semester comprising one three-hour lecture/seminar.

**Assessment** Research Assignment, 35%; applied project, 35%; individual/group presentation, 30%. All components of assessment must be satisfactorily completed.

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**HPM5800 RECREATION MANAGEMENT IN AGEING AND DISABILITY SERVICES**

**Campus** Footscray Park

**Prerequisite(s)** Nil

**Content** This subject aims to provide an in-depth opportunity to study the issues surrounding the management of recreation services within the context of ageing and disability organisations. Special attention will be placed on the topics of organisational and management styles, effective decision making, managing change,
team building, motivation, conflict management, strategic planning, finance and management, marketing, quality assurance, and human resource management. Specific reference will be made to both services for older adults and for individuals with disabilities.

**Required Reading**

To be advised by Lecturer.

**Recommended Reading**


**Subject Hours**

Three hours per week for one semester comprising one three-hour lecture/seminar.

**Assessment**

Research paper, 35%; applied project, 35%; take home examination, 30%. All components of assessment must be satisfactorily completed.

**HPM6001 RECREATION STRATEGIES IN AGEING AND DISABILITY**

**Campus** Footscray Park

**Prerequisite(s)** Nil

**Content** This subject will provide an overview of recreation strategies and programming models available to professionals working in the fields of ageing and disability. Emphasis will be placed on the acquisition of skills, abilities, and knowledge necessary to successfully plan, develop, implement, and evaluate leisure activities and experiences for older adults and persons with disabilities. Topics to be covered include *Assessment*, activity analysis, goal/objective development, client documentation, activity modification, duty of care and ethical considerations.

**Required Reading**

To be advised by the lecturer.

**Recommended 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.

**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)**

**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 programme is established and maintained. The external supervisor will either be an academic from another School at Victoria University of Technology or from another institution or a practitioner. It would normally be expected that all supervisors, whether internal or external, should hold a degree at Masters level or above.

**Required Reading**

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.

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 programme is established and maintained. The external supervisor will either be an academic from another School at Victoria University of Technology or from another institution or a practitioner. It would normally be expected that all supervisors, whether internal or external, should hold a degree at Masters level or above.

Required Reading

Subject Hours
HPM6003 Minor thesis (full-time): nineteen hours per week for one semester; HPM6005 Minor thesis (part-time): nine and one half hours per week for two semesters.

Assessment
Examination of the thesis will be conducted by an examiner with expertise and/or associated experience in the research field who will be appointed by the Course Co-ordinator on the advice of the Recreation Graduate Course Committee. The supervisor(s) of the research programme will not be eligible to perform the examination role. The examiner will assess the thesis and recommend to the Course Co-ordinator one of the following options: (a) passed and graded according to the postgraduate grading system; (b) passed, subject to minor amendments and graded in accordance with the postgraduate grading system; (c) deferred (major revision and resubmission required); (d) failed. In the event of an examiner awarding a fail grade, a second examiner, external to the University will be appointed. The written recommendation of examiners will be forwarded to the Course Coordinator for approval.

HPM6007 SYNDICATE RESEARCH PROJECT (FULL-TIME)

HPM6008 SYNDICATE RESEARCH PROJECT (PART-TIME)

Campus
Footscray Park

Prerequisite(s) Nil

Content
The Syndicate Research Project will provide an alternative to the individual minor thesis and will allow groups of two or three to work together on a research project. A Syndicate Group will report on jointly conducted research which demonstrates the groups ability to clearly define a problem, to undertake a detailed literature search and review the relevant theoretical and practical notions on the research topic area. Adequate data selection, collection and analysis skills should also be demonstrated. The paper should demonstrate high level written communication skills. The topic which is chosen should allow the group to develop a methodology and to apply it to an appropriate problem or situation. The group will normally be supervised by a member of academic staff of the School who will be the Principal Supervisor. A Secondary Supervisor, external to the School, may be appointed.

Required Reading
Anderson, J. and Poole, M. 1994, Thesis and Assignment Writing 2nd Edn, John Wiley and Sons, Brisbane, Australia.

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 programme 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 Coordinator for approval.

HPM6020 SPORT AND RECREATION MANAGEMENT PROJECT DEVELOPMENT (FULL-TIME)

Campus
City Flinders, Footscray Park, Off Shore

Prerequisite
Completion of the Graduate Diploma in Sport Recreation Management (or equivalent) – first year coursework year of the Masters Programme.

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** Contemporary articles, web material and excerpts from relevant texts will be identified and explored during class sessions. 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)

**Campus** City Flinders, Footscray Park, Off Shore

**Prerequisite(s)** Completion of the Graduate Diploma in Sport and Recreation Management (or equivalent) – first year coursework year of the Masters Programme.

**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 students’ ability to clearly define and develop a specific focus on a relevant investigation and development management project.


**Recommended Reading** To be advised by the Lecturer / Professional Advisory Mentor.

**Subject Hours** Preparation of the HPM6021 (Full-time) Sport and Recreation Management Investigation Report 36 hours for one semester OR HPM6022 (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 Coursework by Minor Thesis are available at www.staff.vu.edu.au/PeterKalmund.

### HPR8000 RESEARCH THESIS (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.

**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.

### HPR8010 RESEARCH THESIS (PART-TIME)

**Campus**
City Flinders, Footscray Park

**Prerequisite(s)**
Eligibility for entry to a Masters by Research or Doctor of Philosophy program.

**Content**
This subject aims to enable students to competently research an area of study utilising knowledge and skills gained in previous studies, consists of a project carried out by students on an individual basis. The project is expected to be an investigation of an approved topic, followed by the submission of a suitably formatted thesis 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.

**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.

### HPR8100 RESEARCH THESIS (ARTS 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 aims to enable students to competently research an area of study utilising knowledge and skills gained in previous studies, consists of a project carried out by students on an individual basis. The project is expected to be an investigation of an approved topic, followed by the submission of a suitably formatted thesis 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.

**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.

### HPR8110 RESEARCH THESIS (ARTS BASED)

(PART-TIME)

**Campus**
City Flinders, Footscray Park

**Prerequisite(s)**
Eligibility for entry to a Masters by Research or Doctor of Philosophy program.

**Content**
This subject aims to enable students to competently research an area of study utilising knowledge and skills gained in previous studies, consists of a project carried out by students on an individual basis. The project is expected to be an investigation of an approved topic, followed by the submission of a suitably formatted thesis 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.

**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.

### 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 aims to enable students to competently research an area of study utilising knowledge and skills gained in previous studies, consists of a project carried out by students on an individual basis. The project is expected to be an investigation of an approved topic, followed by the submission of a suitably formatted thesis 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.

**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.

### HPR8210 RESEARCH THESIS (SCIENCE BASED)

(PART-TIME)

**Campus**
City Flinders, Footscray Park

**Prerequisite(s)**
Eligibility for entry to a Masters by Research or Doctor of Philosophy program.

**Content**
This subject aims to enable students to competently research an area of study utilising knowledge and skills gained in previous studies, consists of a project carried out by students on an individual basis. The project is expected to be an investigation of an approved topic, followed by the submission of a suitably formatted thesis 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.

**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.

### HPS5101 SPORT AND RECREATION MANAGEMENT BUSINESS CONTEXT

**Campus**
City Flinders, Footscray, Offshore

**Prerequisite(s)**
Nil

**Content**
Contemporary changes in management and business in recreation and sport; Management and business practice and its relationship to sport and recreation delivery; Structure of sport and recreation organisations; Governance of sport and recreation organisations; Sport and recreation organisations and their environments; Mission, goals and objectives development in sport and recreation; Management process and organisational performance; Conflict, power and politics in 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, 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: Individual presentation (25%); theoretical review (25%); industry based report (50%). All components of assessment must be satisfactorily completed.

HPS5103 Sport and Recreation Resource Management

Campus: City Flinders, Footscray, 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: 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, 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
postgraduate subject details

sport and recreation plans; Planning model and processes within sport and recreation settings; Strategic approaches to evaluation; Industry issues affecting the implementation of sport and recreation policies and plans.


unit b: clinical features of disease

staffing note: Staff will include a medical practitioner registered to practice in Australia.

content Aetiology, pathology, morphology and clinical manifestation of disease processes occurring in the organ systems, with emphasis on the clinical manifestations and differentiation of symptoms rather than on detailed pathological changes; main pathology tests used for organ systems; demonstration of simple diagnostic techniques that will cover the following areas: practicum and demonstration – use of stethoscope, sphygmomanometer; differentiation of DVT pain and other pain; palpation of internal organs; urine testing with dip-stick; use of ophthalmoscope and audiometer; visual inspection of the throat; inspection of skin lesions for neoplastic change; looking at blood film; looking at plain X-rays and computerised tomography (CAT) scans.


subject hours Four hours per week for one semester.

assessment Unit A Assignment and laboratory reports, 40%; unit examination, 60%. Unit B Class tests of practical skills, assignments and threshold tasks, 60%; unit examination, 40%

sbms525 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

unit b: clinical features of disease

staffing note: Staff will include a medical practitioner registered to practice in Australia.

content Aetiology, pathology, morphology and clinical manifestation of disease processes occurring in the organ systems, with emphasis on the clinical manifestations and differentiation of symptoms rather than on detailed pathological changes; main pathology tests used for organ systems; demonstration of simple diagnostic techniques that will cover the following areas: practicum and demonstration – use of stethoscope, sphygmomanometer; differentiation of DVT pain and other pain; palpation of internal organs; urine testing with dip-stick; use of ophthalmoscope and audiometer; visual inspection of the throat; inspection of skin lesions for neoplastic change; looking at blood film; looking at plain X-rays and computerised tomography (CAT) scans.


subject hours Four hours per week for one semester.

assessment Unit A Assignment and laboratory reports, 40%; unit examination, 60%. Unit B Class tests of practical skills, assignments and threshold tasks, 60%; unit examination, 40%

sbms510 neurological and neuromuscular disorders for exercise rehabilitation

Campus Footscray Park

prerequisite(s) HPG5041 Functional Anatomy or equivalent HP5402 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 nerve injuries; (iii) acquired brain injury; (iv) stroke (cerebro-vascular accident); neurological and neuromuscular deficits; (v) multiple sclerosis; (vi) Parkinson’s disease; (vii) muscular dystrophy; (viii) mitochondrial myopathies;
FACULTY OF HUMAN DEVELOPMENT

(xi) cerebral palsy; (x) ageing; (ii) detrimental effects of long term inactivity and bed rest.

**Recommended Reading**


**Recommended Reading**


**Prerequisite(s)**

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, production of toxic and mutagenic intermediates, excretion, pharmacokinetics, and clinical aspects will also be addressed. Clinical Features For Disease Aetiology, pathogenesis, morphology and clinical manifestation of disease processes occurring in the organ systems, with emphasis on the clinical manifestations and differentiation of symptoms rather than on detailed 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, sphygmomanometer; 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.

**Recommended 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.

Selection Criteria for Articulating Students – 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 and a range of related TAFE courses.

Selection Criteria for Articulating Students
The Faculty of Human Development at Victoria University welcomes applications form 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, 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 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 30 September 2005. 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 30 September 2005. Prospective articulating students for TAFE courses need to submit an application directly to the TAFE Division of the University.
Admission, Enrolment and Academic Procedures and Regulations

Admission and Selection

The University is committed to achieving access, equity and excellence in tertiary education. Accordingly the University has adopted flexible admission and selection policies that take account of the wide range of educational backgrounds and experience of prospective students.

General

The primary objective of the University's admission and selection policies is to ensure that students selected for admission to courses are capable of successfully completing the course in which they are to be offered a place. In considering students for admission there shall be no 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 relevant Faculty and TAFE Handbooks. Generally, selection is based on academic merit and by the selection authority's assessment of the relative likelihood of applicants to successfully complete the course to which they have applied for admission. The main criterion for selection to Degree and Diploma courses is the applicant's performance in Year 12 studies unless other factors are relevant.

Such other factors may include:

- the results of any interviews, auditions, tests or other assessment procedures determined by the particular course selection authorities;
- any illness, or serious hardship as a result of which, in the opinion of the selection authorities, the studies or performance of an applicant have been adversely affected;
- the presentation and depth of relevant supporting material as determined by the particular course selection authorities;
- the life experiences of the applicant; and
- previous study at tertiary level.

Intending applicants for places in University courses can obtain more detailed information about selection criteria and selection procedures for individual courses by contacting the relevant Faculty, School or Department, or the Centre for Commencing Students.

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.

Portfolio Partnerships Program

Victoria University is committed to strengthening partnerships with schools and communities in its local region. The Portfolio Partnership 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) 9919 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) 9919 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 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.

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) 9919 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) 9919 2193 or via email on disability@vu.edu.au.

Aboriginals 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 Moondani Balluk (Indigenous Services) on (03) 9919 2891 or via email Moondani.Balluk@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

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.
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 web site at www.vtac.edu.au.

Persons applying through VTAC should note that the VTAC rules, by which the University is bound, provide that no selection authority shall take into account the preference for that course as indicated by the applicant. This means that even if an applicant has indicated a lower preference for the course concerned than other applicants, there shall be no prejudice and each applicant will be considered equally.

Prerequisites and Extra Requirements

Some higher education undergraduate courses have special prerequisites for enrolment. Where this is the case, these requirements are published two years in advance in the Victorian Tertiary Education Requirements (this is published as a supplement in the press) and for the following year in the VTAC Guide to Undergraduate and TAFE Courses (available from 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 web site: 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.

Selection Procedures

Applicants may be required to complete a literacy and/or numeric exercise as part of the selection procedure and may be given the opportunity to attend an interview as part of the selection procedure.

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);
- a copy of the applicant's academic record from the previous institution(s);
- Other applicants 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.
• 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 Monash University on the
basis of a pass in Economics at Monash University in 2000, the
applicant should attach a copy of the subject description of the
unit from the 2000 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 may be directed to Student.Admin@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.

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
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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

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 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 subjects(s) concerned.

Students of other institutions wishing to apply for complementary enrolment should obtain written approval from the Director Student Affairs (or equivalent) at their home institution, verifying their enrolment status, indicating the nature of the studies to be undertaken, and certifying that the studies, if successfully completed, will count towards the award.

Students who have produced documentation required in accordance with the previous paragraph will be exempted from payment of the General Service Fee normally required upon enrolment at the University, on the basis that they have already paid such a fee elsewhere.

Complementary students will normally be required to accept liability under the Higher Education Contribution Scheme in respect of subjects undertaken at this University. However, students should not be required to accept liability more than once in respect of any particular component of enrolment.

Enrolment Amendment and Course Withdrawal

Higher Education Students

Students wishing to reduce their study load should complete an Application for Enrolment Amendment Form. Students should lodge the form at 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, Deferment 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 by that student serves to confirm acceptance of the specified conditions. It is customary, though not obligatory, for the University to ask the student to sign and date a statement that specifies all of the following:

- the period of time, measured either in calendar time or in terms of course stages, for which the special conditions will apply;
- that the normal progression regulations of the course will not apply to the student for the time specified above; and
- full details of the special conditions and provisions that will apply to the student during the time specified.

Conditions applicable to a student’s enrolment will normally be formulated at a meeting between the student and an authorised representative of the Faculty or School. A student may, if he or she wishes, take the proposed conditions away from the meeting to consider them further. However, where this occurs the University will not be bound by the proposed conditions unless students or potential students have notified the relevant University officer in writing within three working days of the meeting of their acceptance of the conditions.

Leaves of Absence

(Continuing Students)

Leave of Absence, for periods of up to one year initially, may be granted by the Faculty or School responsible for the administration of a student’s award course. A student must submit an Application for Leave of Absence, Deferment or Withdrawal form available from Enrolment Management or the relevant Faculty, School or Campus offices.

Undergraduate and Postgraduate Courses

A completed Application for Leave of Absence, Deferment or Withdrawal form including a recommendation from the appropriate School or Department should be approved by the Faculty or School prior to the enrolment census date for the semester in which the leave is to commence.

The Faculty or School will advise students in writing regarding the outcome of their application.

Where leave of absence is approved for Higher Education students after the relevant enrolment census date, students will remain liable for HECS contributions in respect of their enrolment in that semester.

Doctor of Philosophy and Masters by Research

Students should approach the Postgraduate Studies Unit, Footscray Park Campus for advice regarding application for leave of absence. Application forms can be obtained from the Unit or the Enrolment Management Branch.

Personal Details

Students who change their name, address or emergency contact should do this in writing by completing a Personal Data Amendment form available from 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 Data 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 2005 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 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.

The amount of the refund payable will be determined according to the date of lodgement of the Enrolment Amendment Form at Enrolment Management or other authorised office within the University.

- **Before 31 March** – full refund
- **After 31 March but before 31 August** – refund of second semester GSF paid only
- **After 31 August** – no refund is payable unless students can show there are special circumstances in their case.

A sum of $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 students 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 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 Year Questions Answered 2005*, 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 web site: 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 HECS liability to be reported to the Australian Taxation Office; and where applicable, the amount of any refund due from the University.

- Students will have fourteen days from the date of issue of a 'Final Statement of HECS Liability' to lodge a written objection (giving reasons) at 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 Year Questions Answered 2005*, 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 web site: www.hecs.gov.au/pepls.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 Loan 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, Year Questions Answered* which is available on the following web site: 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.— Assessment). A copy can be obtained from the Head Legal and Policy Secretariat, telephone (03) 9919 4022. These rules are normally reproduced by Student Affairs and displayed alongside the final examination timetable.

Assessment is available only to students of the University

Students cannot have results for an examination in a subject in which they have not formally enrolled; check carefully your Enrolment Registration and HECS Liability Statements to ensure that your enrolment is correct in every detail.

Examination Timetable

The final examination timetable is posted on University noticeboards and web site www.vu.edu.au approximately four weeks before the examination period begins. It is your responsibility to check this timetable for any clash, and to refer any clash to the 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 web site 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, pager or similar item. You are warned of the possibility of theft. The University accepts no responsibility for loss of or damage to any item left outside of or brought into an examination room.

You must bring your student identity card 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 circumstance of individual cases.

The following are some of the actions which have resulted in students being found guilty of academic misconduct:
• taking unauthorised materials into an examination;
• submitting work for assessment knowing it to be the work of another person;
• improperly obtaining prior knowledge of an examination paper and using that knowledge in the examination;
• disobeying any reasonable instruction of a supervisor;
• directly or indirectly assisting other students or accepting assistance from any person other than a supervisor.

Possible penalties if found guilty of academic misconduct are referred to in Statute 2.7 and include:
• a formal reprimand;
• forfeiture of the whole or part of any assessment in the subject to which the misconduct relates;
• the imposition of a fine of not more than $500;
• suspension or exclusion from the course in which the student is enrolled.
Special Consideration

Students may apply for special consideration if their work during a teaching period or examination or other assessment has been gravely affected by illness or other serious cause.

Application must be made no later than three days after the date of submission of the assessment for which special consideration is sought. Applications seeking an extension of time to complete a component of assessment should be made to the relevant School or Department. All other applications should be made to the Executive Officer of the Faculty concerned or the TAFE Executive Officer.

Where students have been prevented by illness or other cause from making application within the three-day period they can make a late application setting out the reasons why the application could not be made earlier.

A successful application for special consideration may result in the student being allowed to undertake supplementary or further assessment.

Students will not be given special consideration for misreading the examination timetable.

Students with Disabilities – Alternative 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 2005 are as follows.

Division 1 – Grades For Assessed Subjects (including theses)

- 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.

<table>
<thead>
<tr>
<th>Grade</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>H1</td>
<td>First Class Honours, 80–100%</td>
</tr>
<tr>
<td>H2A</td>
<td>Second Class Honours, Upper, 70–79%</td>
</tr>
<tr>
<td>H2B</td>
<td>Second Class Honours, Lower, 60–69%</td>
</tr>
<tr>
<td>H3</td>
<td>Third Class Honours, 50–59%</td>
</tr>
<tr>
<td>N</td>
<td>Fail, 0–49%</td>
</tr>
<tr>
<td>S</td>
<td>Ungraded Pass</td>
</tr>
</tbody>
</table>

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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.

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**B: Grades for other subjects**

<table>
<thead>
<tr>
<th>Grade</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>HD</td>
<td>High Distinction, 80–100%</td>
</tr>
<tr>
<td>D</td>
<td>Distinction, 70–79%</td>
</tr>
<tr>
<td>C</td>
<td>Credit, 60–69%</td>
</tr>
<tr>
<td>P</td>
<td>Pass, 50–59%</td>
</tr>
<tr>
<td>N1</td>
<td>Fail, 40–49%</td>
</tr>
<tr>
<td>N2</td>
<td>Low Fail, 0–39%</td>
</tr>
<tr>
<td>S</td>
<td>Ungraded Pass*</td>
</tr>
<tr>
<td>U</td>
<td>Ungraded Fail</td>
</tr>
</tbody>
</table>

**C: Competency Based Grades (TAFE)**

<table>
<thead>
<tr>
<th>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>

Note: *The grade 'Recognition of Prior Learning' also appears as 'S' Ungraded Pass.

**E: Additional Codes**

<table>
<thead>
<tr>
<th>Code</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>SC</td>
<td>Satisfactory Completion of Class Hours</td>
</tr>
<tr>
<td>UC</td>
<td>Unsatisfactory Completion of Class Hours</td>
</tr>
<tr>
<td>SE</td>
<td>Subject Exemption</td>
</tr>
<tr>
<td>EI</td>
<td>Exempt Semester 1 (full year subject)</td>
</tr>
<tr>
<td>E2</td>
<td>Exempt Semester 2 (full year subject)</td>
</tr>
<tr>
<td>CE</td>
<td>Joint Course/Complementary Enrolment (Result issued by other Institution)</td>
</tr>
<tr>
<td>WT</td>
<td>Withdrew – Transferred</td>
</tr>
<tr>
<td>WN</td>
<td>Withdrew – Failed</td>
</tr>
<tr>
<td>WD</td>
<td>Withdrew – Without Academic Penalty</td>
</tr>
<tr>
<td>WL</td>
<td>Withdrew – Late*</td>
</tr>
<tr>
<td>VC</td>
<td>VCE</td>
</tr>
<tr>
<td>TA</td>
<td>TAFE Preparatory Assistance</td>
</tr>
</tbody>
</table>

* The WL grade applies for Higher Education students who withdraw after week 7 of the relevant semester until the last day of the teaching period and requires faculty approval.

Course Assessment and Grading

Special provisions are made on a course-by-course basis for students who encounter difficulties with academic progress. The provisions for Stage Completion and Faculty Passes detailed below should be read in conjunction with the course-specific progress regulations that appear in the Faculty Details of Courses.

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.
Maximum times for completion of awards are as follows:

- **Certificate**: 5 years
- **Advanced Certificate**: 5 years
- **Associate Diploma**: 8 years
- **Undergraduate Diploma**: 10 years
- **Undergraduate Degree of 3-years duration full-time**: 10 years
- **Undergraduate Degree of 4-years duration full-time**: 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, 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 those arrangements from their supervisors.

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](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 web site and sent directly to:
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 ‘Ngaga Jindi Woraback’ embroidered in gold on the left end of the stole, and the sun in gold tassels, a map of Victoria in gold silk and ‘Ngaga 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 – web site: www.vu.edu.au/careers;

Careers Counselling appointments are available for students from all campuses by phoning (03) 9919 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 on line jobs 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 web site 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 Support.

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, cognitive and creative needs. Nutritious meals and snacks are provided for the children throughout the day. All of the University Children’s Centres have been assessed as providing the highest level of care by the National Childcare Accreditation Council.

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 (CCB) through the Family Assistance Office (FAO) – formerly Centrelink. The FAO is responsible for assessing family income and determining the percentage of Child Care Benefit families receive. For further information please contact your local Family Assistance Office.

City Flinders, City King and City South Melbourne Campuses
Telephone: (03) 9919 4098
For further information on finding suitable childcare, telephone the Manager, Children’s Services, on 9919 8801.

Footscray Nicholson Campus
Telephone: (03) 9919 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) 9919 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) 9919 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 two weeks to six 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) 9919 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) 9919 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) 9919 9568 or (03) 9919 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 form. 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 web site. 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 9919 2846
Fax: 61 3 9919 2853
Email: graduate@vu.edu.au
Web site: www.vu.edu.au
Located: Room 4C, 141, St Albans Campus

Optometry and Dentistry
Optometry and dental services through local agencies. All enquiries should be directed to the Victoria University Student Union Resource Centres.

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) 9919 2625.

Independent Access: Students with Disabilities
Students with disabilities have access to disabled parking, library resources and equipment including support staff, faculty and department contact officers, and educational assistance through the Student Learning Unit. Students requiring in-class supports, teaching accommodations and/or applications for alternative assessment arrangements for examinations need to register with Disability Services (DS) in the Equity & Social Justice Branch. Students must register with DS each year, and as early as possible, to ensure adequate supports and up to date information and resources are available. A Disability Resource Room is located at St. Albans campus providing access to adaptive technology as well as services such as the transcribing of text into electronic or Braille format.

Further information, registering and advice can be obtained by contacting Disability Services in the Equity & 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.

Moondani Balluk staff can assist students with course advice, Abstudy, academic support, employment and careers advice, social support, housing, counselling and discrimination advice. Further information is available from Moondani Balluk, telephone (03) 9919 2836, or email Moondani.Balluk@vu.edu.au

Student Support
Student Support provides services to students in a variety of ways. Staff provide academic support, personal and vocational counselling, financial counselling, housing and health services.

Student Support 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) 9919 8801, Footscray Park campus on (03) 9919 4418, St Albans campus on (03) 9919 2399 or visit our webpage: www.vu.edu.au/ss

Accommodation
The University Student Housing Service assists student with locating, securing and maintaining suitable accommodation. The Student Housing Database, including current accommodation listings, is on the Internet. The ‘Housing Web’ can be located at http://www.vu.edu.au/ss/housing/ and holds a current listing of all accommodation offered to the University. The Housing Web also provides a wide range of tenancy rights information and also other information such as Real Estate Agent lists and Student Village information. It provides links to a wide range of appropriate housing-related services including Share Accommodation, Public Transport and Emergency Housing Services. Accommodation offers can be placed directly onto the Housing Web.

The Housing Officer is based at Footscray Park Campus and can provide tenancy advice and referral as well as assistance with general housing information. At other campuses, Student Support staff can assist with accommodation inquiries. For further information, contact the Housing Officer on telephone: (03) 9919 4420 or e-mail housing@vu.edu.au

Chaplaincy
Contact Student Support for information about spiritual support in the community.

Orientation
The Orientation Festival is an annual event held at the beginning of Semester 1 each year. During the festival, a wide range of events are organised to provide opportunities for students to meet each other and to gain an awareness of the activities and services provided by the University.
Counselling – Personal
Counselling can help students optimise their emotional, social and academic well-being. Students are invited to discuss any personal, family or relationship matters 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) 9919 4418 or (03) 9919 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 institutions 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 Support 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 from Student Support on most campuses.

Prayer Rooms
Prayer rooms are available on most campuses. Visit our website for room locations: www.vu.edu.au/ss

International Student Support
Two International Student Advisers 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) 9919 8517.

Services for AusAid sponsored students are available through Footscray Park Campus, telephone: (03) 9919 4780

Further information is available at Footscray Park Campus, telephone: (03) 9919 4777, St Albans Campus, telephone: (03) 9919 2399 or City Flinders Campus, telephone: (03) 9919 1159.

Further information relevant to International students is available from the International Branch at City Flinders Campus, telephone: +61 3 9919 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;
- Vaccinations (at Footscray Park Campus).

The health advisors can also be contacted through Student Support on (03) 9919 4418.

Medical Centre
A Medical Centre is located at Student Support 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 Support on (03) 9919 4418 or drop in to Student Support.

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) 9919 8886.
SERVICES AVAILABLE TO STUDENTS

First Aid
There are first aiders on all campuses of the University. Lists of first aiders are on the 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 on the grounds specified in Commonwealth and State anti-discrimination legislation. The list is available from the Equity and Social Justice Branch on ph (03) 9919 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) 9919 4744.

Sport and Recreation Facilities and Services
A range of sport, recreation and fitness facilities and services are provided by the University including:
- fitness centres at Footscray Park, St Albans, Sunbury and Werribee campuses;
- twenty-five metre swimming pool at the Footscray Park campus;
- first-class athletics track and rugby field at the Werribee campus;
- multi-purpose sports halls at Melton, Footscray Park and Footscray Nicholson campuses;
- tennis courts at Werribee, Footscray Park and St Albans campuses.

Sporting equipment is available from the sport and recreation facility on your campus.

Programs and services include:
- Orientation Festival including Host Day, the ‘O Party’ and a range of campus events including free entertainment, food, stalls, clubs and sport information;
- sporting opportunities including club sport, campus sport, cross campus and representative competitions;
- major events including parties, club nights and balls;
- trips and tours including learn to surf, skiing trips, Great Ocean Road tour, Phillip Island tour and a ten-day trip to Central Australia;
- regular campus entertainment including performers, film screenings, club events, information days, free food and stalls;
- clubs and societies including social interest, cultural, faculty and course-based groups;
- student competitions such as the Diary Cover Competition, National Campus Band Competition and Art Prize.

For further information go to www.vustudents.org or pick up a Sport and Recreation Handbook.
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 and the Victoria University Postgraduate Association.

City Flinders
Student Union Office (03) 9919 1427

City King
Student Union Office (03) 9919 7831

Footscray Nicholson
Student Union Office (03) 9919 8534

Footscray Park
Union Reception/General Enquiries (03) 9919 4360
Resource Centre (03) 9919 4302

Melton
Resource Centre (03) 9919 7551

Newport
Resource Centre (03) 9919 8474

St Albans
Student Union Office (03) 9919 2706
Resource Centre (03) 9919 2638

Sunbury
Resource Centre (03) 9919 3206

Sunshine
Student Union Office (03) 9919 7126

Werribee
Resource Centre (03) 9919 8206

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 2005

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 2004.

Undergraduate Courses and Programs

Campus codes:
- B=Sunbury
- C=City Flinders
- D=China
- E=Echuca
- F=Footscray Park
- G=Reni University of China
- H=Hong Kong
- I=Internet
- J=City King
- K=Kuala Lumpur
- M=Melton
- O=Off campus
- P=Singapore
- Q=Queen Street
- S=St Albans
- W=Werribee
- 3=Bangladesh
- DB=CUIFE, China
- D2=Shenyang, People's Republic of China
- D8=Tianjin, The People's Republic of China
- D7=Renmin University, Beijing, China
- DE=Harbin University, China
- 23=Kasetsart University, Thailand
- 71=Alpha Beta Colleges, Sydney

Faculty of Human Development

<table>
<thead>
<tr>
<th>School of Education</th>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bachelor of Arts</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>– Computer Mediated Art</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>– Computer Mediated Art &amp; Multimedia (Honours)</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>– Early Childhood Education</td>
<td>M</td>
<td>n/a</td>
<td>Y</td>
</tr>
<tr>
<td>– Youth Studies</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Education</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>– Pre-Service Program P-12</td>
<td>E,M,B</td>
<td>Y</td>
<td>n/a</td>
</tr>
<tr>
<td>– Post-Registration (Year 4)</td>
<td>B</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Education (Nyerna Studies) Program</td>
<td>E</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>incorporating:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bachelor of Arts (Nyerna Studies)</td>
<td>E</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Diploma of Community Services – Youth Work</td>
<td>E</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Associate Diploma of Arts – Recreation/Fitness Leadership</td>
<td>E</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Certificate in Occupational Studies – Social &amp; Community Services</td>
<td>E</td>
<td>Y</td>
<td>Y</td>
</tr>
</tbody>
</table>

School of Health Sciences

<table>
<thead>
<tr>
<th>Bachelor of Health Science</th>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
</tr>
</thead>
<tbody>
<tr>
<td>– Clinical Dermal Therapies</td>
<td>J</td>
<td>n/a</td>
<td>Y</td>
</tr>
<tr>
<td>– Natural Medicine</td>
<td>S,Z,A</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>– Paramedic (3yr pre-service)</td>
<td>S,I</td>
<td>Y</td>
<td>n/a</td>
</tr>
<tr>
<td>– Paramedic (1yr conversion)</td>
<td>Z,A,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>– Naturopathy &amp; Homoeopathy</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Science – Clinical Sciences (Osteopathy)</td>
<td>C</td>
<td>Y</td>
<td>n/a</td>
</tr>
</tbody>
</table>

School of Human Movement, Recreation and Performance

<table>
<thead>
<tr>
<th>Bachelor of Exercise Science</th>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
</tr>
</thead>
<tbody>
<tr>
<td>– Human Movement</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>– Human Movement/Bachelor of Psychology</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>– Human Movement/Bachelor of Arts Sport Administration</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Applied Science – Physical Education (Secondary)</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Bachelor of Arts</th>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
</tr>
</thead>
<tbody>
<tr>
<td>– Performance Studies</td>
<td>F</td>
<td>Y</td>
<td>n/a</td>
</tr>
<tr>
<td>– Performance &amp; Multimedia</td>
<td>F</td>
<td>Y</td>
<td>n/a</td>
</tr>
<tr>
<td>– Recreation Management/Bachelor of Business – Sports Administration</td>
<td>B</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>– Sports Administration/Bachelor of Business – Management</td>
<td>B</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>– Sports Administration/Bachelor of Business – Marketing</td>
<td>B</td>
<td>Y</td>
<td>Y</td>
</tr>
</tbody>
</table>
Bachelor of Recreation Management  F, M  Y  Y  
Bachelor of Applied Science (Honours) – Human Movement  F  Y  n/a  
Bachelor of Arts (Honours)  
  – Performance Studies 
  – Sport Administration  B  Y  Y  
  – Recreation Management  F  Y  Y  

**School of Nursing and Midwifery**

**Non Award Short Courses**
Bachelor of Nursing (Division 2)  S  Y  n/a  
Bachelor of Nursing (Graduate Entry)  S  Y  n/a  

**Award Courses**
Bachelor of Nursing  
  – Pre-Registration  S  Y  Y  
  – Graduate Entry  S  Y  Y  
  – Division 2 Entry  S  Y  Y  
Bachelor of Health Science  
  – Nursing (Post-Registration)  S  Y  Y  
  – Nursing (Honours)  S  Y  Y  
Bachelor of Midwifery  S  Y  Y  

**Faculty of Arts**

**Generalist Degree Programs**

<table>
<thead>
<tr>
<th>Degree Program</th>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bachelor of Arts – Footscray</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Arts – St Albans</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
</tbody>
</table>

**Specialist Degree Programs**

<table>
<thead>
<tr>
<th>Degree Program</th>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bachelor of Arts (Advocacy &amp; Mediation)</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Arts (International Community Development)</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Arts (Community Development) – Australian Stream (3rd year only)</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Arts (Computer Mediated Art)</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Arts (Criminal Justice Studies)</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Arts (Human Services)</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Arts (International Studies)</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Arts (Legal Studies)</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Arts (Multimedia)</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Arts (Performance &amp; Multimedia)</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Arts (Professional Writing)</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Communication (Public Relations)</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Multimedia Systems</td>
<td>K</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Psychology (Arts stream)</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Psychology (Interpersonal &amp; Organisational)</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Social Work (Preliminary Year)</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Social Work</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Science(Psychology)</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
</tbody>
</table>

**Combined Degree Programs**

<table>
<thead>
<tr>
<th>Degree Program</th>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bachelor of Arts (Asian Studies)/</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Business (International Trade)</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Arts (Psychology)</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Business (Human Resource Management)</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Arts/Bachelor of Science</td>
<td>S</td>
<td>Y</td>
<td>Y</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 Exercise Science &amp; Human Movement/</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>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>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 (Tourism Management)/</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Bachelor of Arts (Asian Studies)</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
</tbody>
</table>

Note: The details of the programs, courses and subjects set out in this Handbook might change after the date of publication. To ensure that information about Faculty of Human Development courses is still accurate, contact the Faculty of Human Development Student Centre, Footscray Park (03) 9919 4409, St Albans (03) 9919 2299, Melton (03) 9919 7584, Sunbury (03) 9919 3244, City (03) 9919 1120.
Bachelor of Engineering/Bachelor of Arts  F  Y  Y
Bachelor of Laws/Bachelor of Arts  F  Y  Y
Bachelor of Science / Bachelor of Psychology  S  Y  Y

**Honours Programs**
Bachelor of Arts (Honours)  S,F  Y  Y
Bachelor of Arts (Honours) Computer Mediated Art & Multimedia  S  Y  Y
Bachelor of Arts (Honours – Psychology)  F  Y  Y
Bachelor of Multimedia Systems (Honours)  F  Y  N
Bachelor of Psychology (Honours)  F  Y  Y
Bachelor of Science (Honours – Psychology)  F  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 Arts courses is still accurate, contact the Faculty of Arts Executive Officer on (03) 9365 2369.

## Faculty of Business and Law

### School of Accounting and Finance

<table>
<thead>
<tr>
<th>Bachelor of Business</th>
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<th>Part-time</th>
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<tbody>
<tr>
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<tr>
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<td>– Accounting/Hospitality Management</td>
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<td>– Accounting/Information Systems</td>
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<td>– Banking &amp; Finance/International Trade</td>
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<td><strong>Bachelor of Business Combined Degrees</strong></td>
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<tr>
<td>– Fasttrack BBus Accounting/TAFE Accounting</td>
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### School of Applied Economics

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<tbody>
<tr>
<td>– Financial Risk Management</td>
<td>F, K1, H1,DB,D2</td>
<td>Y</td>
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<tr>
<td>– Global Logistics &amp; Transport</td>
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<tr>
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<td>– Retail Management</td>
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<tr>
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<tr>
<td>– International Trade/Retail Management</td>
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<td>Y</td>
<td>Y</td>
</tr>
<tr>
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### Bachelor of Business Honours Degrees

| Bachelor of Business (Honours) Applied Economics | C | Y | Y |
| Bachelor of Business (Honours) International Trade | C | Y | Y |
| Bachelor of Business (Honours) Retail Management | C | Y | Y |

### Bachelor of Business Combined Degrees

| Bachelor of Business Combined Degrees | Campus | Full-time | Part-time |
| BA Asian Studies/B Bus International Trade | F | Y | Y |

### School of Hospitality, Tourism and Marketing

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<th>Part-time</th>
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<tbody>
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<tr>
<td>– Hospitality Management</td>
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<tr>
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<td>F</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>– Marketing</td>
<td>F,K1</td>
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COURSES AT VICTORIA UNIVERSITY IN 2005

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<td>– Electronic Commerce</td>
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<td>– Information Systems</td>
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<td>– Electronic Commerce/Music Industry</td>
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<td>– Electronic Commerce/Retail Management</td>
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<table>
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<td>– BBus Tourism Management/BA Asian Studies</td>
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<tr>
<td>– BA Multimeda/BBus Electronic Commerce</td>
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<tr>
<td>– Bachelor of Engineering/BBus Electronic Commerce</td>
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<td>– Graduate Entry</td>
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<td>– Legal Practice Management</td>
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<td>– Bachelor of Laws/BBus International Trade</td>
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<td>– Bachelor of Law/BBus Management</td>
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<td>– Bachelor of Laws/BBus Marketing</td>
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<td>– Bachelor of Laws/BBus Music Industry</td>
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<td>– Bachelor of Laws/BBus Tourism Management</td>
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<td>– Human Resource Management</td>
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<tr>
<td>– Service &amp; Human Resource Management</td>
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<td>– Strategic &amp; Financial Management</td>
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<td>– Management/Marketing</td>
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<th>Bachelor of Business Combined Degrees</th>
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<td>– BA Psychology/BBus Human Resource Management</td>
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<tr>
<td>– BA Sports Administration/BBus Management</td>
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Note: The details of the programs, courses and subjects set out in this Handbook might change after publication. To ensure that the information about Faculty of 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

### Faculty Courses

<table>
<thead>
<tr>
<th>Bachelor Courses</th>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
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<tbody>
<tr>
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<td><strong>Bachelor</strong></td>
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<tr>
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<tr>
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<td>– Engineering/Arts</td>
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### School of Architectural, Civil and Mechanical Engineering

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<tbody>
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<tr>
<td>Building Engineering</td>
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<td>Y</td>
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<tr>
<td>Civil Engineering</td>
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<td>Y</td>
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<td>Mechanical Engineering</td>
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<tr>
<td>Robotic Engineering</td>
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### School of Computer Science and Mathematics

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<th>Part-time</th>
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<tr>
<td>– Computer &amp; Mathematical Sciences</td>
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<tr>
<td>– Computer Science &amp; Aviation</td>
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<td>Y</td>
<td>Y</td>
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<tr>
<td>– Internet Technologies &amp; Applications</td>
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<tr>
<td>– Information Technology</td>
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### Bachelor of Science (Honours) Courses

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<th>Part-time</th>
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<td>– Computer &amp; Mathematical Sciences</td>
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### International Program (Offshore)

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<tbody>
<tr>
<td>H/D/K</td>
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### External Program

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<th>Campus</th>
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<th>Part-time</th>
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### School of Electrical Engineering

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<tr>
<td>– Photonics</td>
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### Bachelor of Science Courses

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<tr>
<td>– Applied Physics &amp; Computing</td>
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<tr>
<td>– Optoelectronics</td>
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### Bachelor of Science (Honours) Courses

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<th>Part-time</th>
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<tbody>
<tr>
<td>– Computer Technology</td>
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<tr>
<td>– Physics</td>
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</table>
## School of Molecular Sciences

### Bachelor of Applied Science
- Chemistry  \( W \)  \( N \)  \( Y \)

### Bachelor of Science
- Biotechnology  \( W \)  \( Y \)  \( Y \)
- Medical, Forensic & Analytical Chemistry  \( W \)  \( Y \)  \( Y \)
- Nutrition, Food & Health Science  \( W \)  \( Y \)  \( Y \)

### Bachelor of Science (Honours)
- Biology (Biotechnology)  \( W \)  \( Y \)  \( Y \)
- Nutrition & Food Science  \( W \)  \( Y \)  \( Y \)
- Chemical & Environmental Sciences  \( W \)  \( Y \)  \( Y \)

## School of Biomedical Sciences

### Bachelor of Science
- Biomedical Sciences  \( S \)  \( Y \)  \( Y \)
- Occupational Health & Safety  \( O \)  \( Y \)  \( Y \)
- Nutritional Therapy  \( S \)  \( Y \)  \( Y \)

### Bachelor of Science (Honours)
- Biomedical Sciences  \( S \)  \( Y \)  \( Y \)

### Double Degree
- Science/Psychology  \( S \)  \( Y \)  \( Y \)

## Sustainability Group

### Bachelor of Science
- Ecology & Sustainability  \( S \)  \( Y \)  \( Y \)

### Bachelor of Science (Honours)
- Ecology & Sustainability  \( S \)  \( Y \)  \( Y \)

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## Postgraduate Courses

### Faculty of Human Development

<table>
<thead>
<tr>
<th>Courses</th>
<th>Campus</th>
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<tr>
<td><strong>Graduate Programs in Aged Services</strong></td>
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<tr>
<td>– Graduate Certificate in Aged Services</td>
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<td>Y</td>
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<tr>
<td>– Graduate Diploma in Aged Services Management</td>
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<td>Y</td>
</tr>
<tr>
<td>– Graduate Diploma in Dementia Care &amp; Service</td>
<td>C, O</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>– Master of Health Science - Aged Services</td>
<td>C, O</td>
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<tr>
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<tr>
<td>Graduate Program in Secondary Education</td>
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<tr>
<td>– Graduate Certificate in Education for Professional Development</td>
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<td>– Master of Education - Education &amp; Training</td>
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<tr>
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<tr>
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<td>– Graduate Diploma in Tertiary Education</td>
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<tr>
<td>Graduate Program in Experiential Learning &amp; Development</td>
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<td>E2</td>
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<tr>
<td>Doctor of Philosophy</td>
<td>F,M,B</td>
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### School of Health Sciences

<table>
<thead>
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<th>Courses</th>
<th>Campus</th>
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<th>Part-time</th>
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<tbody>
<tr>
<td>Graduate Diploma in Complementary Therapies</td>
<td>S</td>
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<tr>
<td>Graduate Diploma in Western Herbal Medicine</td>
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<tr>
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<tr>
<td>– Intensive Care Paramedicine</td>
<td>ZA</td>
<td>Y</td>
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<tr>
<td>– Osteopathy</td>
<td>C</td>
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<tr>
<td>– Osteopathy (for Medical Practitioners)</td>
<td>C</td>
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<td>Y</td>
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<tr>
<td>– by Coursework</td>
<td>LS</td>
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<tr>
<td>– by Minor Thesis</td>
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<tr>
<td>– by Research</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>Doctor of Philosophy</td>
<td>S</td>
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### School of Human Movement, Recreation and Performance

<table>
<thead>
<tr>
<th>Program</th>
<th>Year 1</th>
<th>Year 2</th>
<th>Year 3</th>
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</thead>
<tbody>
<tr>
<td>Graduate Diploma in Athlete Career Education</td>
<td>ZA</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Graduate Diploma in Exercise &amp; Sport Sciences</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Graduate Program in Ageing, Disability &amp; Recreation Management</td>
<td></td>
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</tbody>
</table>
  - Graduate Certificate in Ageing, Disability & Leisure | F | Y | Y |
  - Graduate Certificate in Ageing, Disability & Recreation Management | F | Y | Y |
  - Graduate Diploma in Ageing, Disability & Recreation Management | F | Y | Y |
  - Master of Arts – Ageing, Disability & Recreation Management | F | Y | Y |
| Graduate Program in Exercise Rehabilitation | 
  - Graduate Diploma in Exercise for Rehabilitation | F | Y | Y |
  - Master of Applied Science – Exercise Rehabilitation | F | Y | Y |
| Graduate Program in Loss & Grief incorporating: | 
  - Graduate Certificate in Loss & Grief Education | F | Y | Y |
  - Graduate Certificate in Loss & Grief Counselling | C* | Y | Y |
  - Graduate Diploma in Loss & Grief Counselling | C* | Y | Y |
| Graduate Program in Sport & Recreation Management | 
  - Graduate Certificate in Sport & Recreation Management | F,H | Y | Y |
  - Graduate Certificate in Sport & Recreation Management/Operations | F,H | Y | Y |
  - Graduate Diploma in Sport & Recreation Management | F,H | Y | Y |
  - Master of Arts – Sport & Recreation Management (by coursework) | F,H | Y | Y |
| Graduate Program in Sport Business | 
  - Graduate Diploma in Sport Business | C | Y | Y |
  - Master of Sport Business | C | Y | Y |
| Master of Applied Science | 
  - Human Performance (by coursework) | F | Y | Y |
  - Human Performance (by Research) | C,F | Y | Y |
| Master of Arts (by Research) | F | Y | Y |
| Doctor of Philosophy | C,F | Y | Y |

### School of Nursing and Midwifery

<table>
<thead>
<tr>
<th>Program</th>
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<th>Year 2</th>
<th>Year 3</th>
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<tbody>
<tr>
<td>Graduate Diploma in Substance Abuse Studies</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>Master of Nursing</td>
<td></td>
<td></td>
<td></td>
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</tbody>
</table>
  - Graduate Certificates in: | 
    - Cardiothoracic Nursing | S | Y | Y |
    - Cancer Nursing | S | Y | Y |
    - Emergency Nursing | S | Y | Y |
    - Gerontic Nursing | S | Y | Y |
    - Neuroscience Nursing | S | Y | Y |
    - Orthopaedic Nursing | S | Y | Y |
    - Paediatric Nursing | S | Y | Y |
| Graduate Diplomas in: | 
    - Cardiothoracic Nursing | S | Y | Y |
    - Cancer Nursing | S | Y | Y |
    - Emergency Nursing | S | Y | Y |
    - Gerontic Nursing | S | Y | Y |
    - Neuroscience Nursing | S | Y | Y |
    - Orthopaedic Nursing | S | Y | Y |
    - Paediatric Nursing | S | Y | Y |
| Master of Midwifery | S | n/a | Y |
| Master of Health Science – Mental Health | S | Y | Y |
| Master of Public Health Nursing | 
  - Graduate Certificate in Public Health Nursing | S | Y | Y |
  - Graduate Diploma in Public Health Nursing | S | Y | Y |
| Master of Nursing (by Research) | S | Y | Y |
| Doctor of Philosophy | S | Y | Y |

**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 Student Centre, Footscray Park (03) 9919 4409, St Albans (03) 9919 2299, Melton (03) 99197584, Sunbury (03) 9919 3244, City (03) 9919 1120.
## Faculty of Arts

<table>
<thead>
<tr>
<th>Higher Degrees by Research</th>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
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<tbody>
<tr>
<td>Master of Arts by Research</td>
<td>F,S,F</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>Doctor of Philosophy by Research</td>
<td>S,F</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>Master of Social Work by Research</td>
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<table>
<thead>
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<th>Part-time</th>
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<tbody>
<tr>
<td>Graduate Certificate in Asian &amp; Pacific Studies (General Stream)</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>(Community Development Stream)</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>Graduate Certificate in Asian &amp; Pacific Studies (Community Development Stream)</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
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<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 &amp; International Studies)</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Graduate Certificate of Public Advocacy &amp; 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 Asian &amp; Pacific Studies (General Stream)</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Graduate Diploma in Asian &amp; Pacific Studies (Community Development Stream)</td>
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<td>Y</td>
<td>Y</td>
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<tr>
<td>Graduate Diploma in Counselling</td>
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<td>Y</td>
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<tr>
<td>Graduate Diploma in Counselling (Child &amp; Adolescent)</td>
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<td>N</td>
<td>Y</td>
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<tr>
<td>Graduate Diploma in Arts (History)</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Graduate Diploma in Arts (Politics &amp; International Studies)</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Graduate Diploma in Arts (Social Research Methods)</td>
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<td>Y</td>
<td>Y</td>
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<tr>
<td>Graduate Diploma in Modern Languages</td>
<td>S,F</td>
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<tr>
<td>Graduate Diploma in Psychological Studies</td>
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<tr>
<td>Graduate Diploma in Psychology</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Graduate Diploma of Public Advocacy &amp; Action</td>
<td>S</td>
<td>Y</td>
<td>N</td>
</tr>
<tr>
<td>Graduate Diploma in Women's Studies</td>
<td>C</td>
<td>N</td>
<td>Y</td>
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<tr>
<td>Master in Counselling</td>
<td>S</td>
<td>N</td>
<td>Y</td>
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<tr>
<td>Master of Arts in Asian &amp; Pacific Studies (General Stream)</td>
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<tr>
<td>Master of Arts in Asian &amp; Pacific Studies (Community Development Stream)</td>
<td>S</td>
<td>N</td>
<td>Y</td>
</tr>
<tr>
<td>Master of Arts in Communication &amp; Professional Writing</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>Master of Arts in Women's Studies</td>
<td>C</td>
<td>N</td>
<td>Y</td>
</tr>
<tr>
<td>Master of Applied Psychology</td>
<td>– Community Psychology Stream</td>
<td>F</td>
<td>Y</td>
</tr>
<tr>
<td>– Sport Psychology Stream</td>
<td>F</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Master of Psychoanalysis</td>
<td>S</td>
<td>N</td>
<td>Y</td>
</tr>
<tr>
<td>Master of Psychology</td>
<td>– Clinical Psychology Stream</td>
<td>S</td>
<td>Y</td>
</tr>
<tr>
<td>– Clinical Neuropsychology Stream</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Master of Public Advocacy &amp; Action</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Doctor of Psychology</td>
<td>– Clinical Psychology Stream</td>
<td>S</td>
<td>Y</td>
</tr>
<tr>
<td>– Clinical Neuropsychology Stream</td>
<td>S</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>Doctor of Applied Psychology</td>
<td>– Community Psychology Stream</td>
<td>F</td>
<td>Y</td>
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<tr>
<td>– Sport Psychology Stream</td>
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<tr>
<td>– Health Psychology Stream</td>
<td>F</td>
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## Faculty of Business and Law

### Victoria Graduate School of Business

<table>
<thead>
<tr>
<th>Program</th>
<th>Campus</th>
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<th>Part-time</th>
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<tbody>
<tr>
<td>Master of Business Administration</td>
<td>C,P1,K1,31,D1</td>
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<tr>
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<td>C,D1,K1,P1</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>Master of Business by Research</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Doctor of Philosophy</td>
<td>C</td>
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### School of Accounting and Finance

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<th>Part-time</th>
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<tbody>
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<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>
</tr>
<tr>
<td>Master of Business in Professional Accounting</td>
<td>C,P1,D2</td>
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### School of Applied Economics

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<tbody>
<tr>
<td>Graduate Certificate in Statistics</td>
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<tr>
<td>Graduate Certificate in Retail Management</td>
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<td>Graduate Diploma in Retail Management</td>
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<tr>
<td>Master of Business in Business Economics</td>
<td>C,DE</td>
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<td>Y</td>
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<tr>
<td>Master of Business in Financial Risk Management</td>
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<td>Y</td>
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<tr>
<td>Master of Business in International Trade</td>
<td>C,23,D6</td>
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<tr>
<td>Master of Business in International</td>
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<td>Y</td>
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<tr>
<td>Music &amp; Entertainment Business</td>
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<tr>
<td>Master of Business Global Logistics &amp; Transport</td>
<td>C,H1</td>
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<td>Master of Business by Research</td>
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<td>Y</td>
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<tr>
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### School of Hospitality, Tourism and Marketing

<table>
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<th>Part-time</th>
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<td>Y</td>
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<tr>
<td>Master of Business in Hospitality Management</td>
<td>C</td>
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<td>Y</td>
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<tr>
<td>Master of Business in Hospitality &amp; Tourism Education</td>
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<td>Y</td>
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<tr>
<td>Master of Business in Hospitality &amp; Tourism Management</td>
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<tr>
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<tr>
<td>Master of Business in Marketing</td>
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<td>Y</td>
</tr>
<tr>
<td>Master of Business in Sports Tourism</td>
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<td>Y</td>
</tr>
<tr>
<td>Master of Business in Tourism Management</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Master of Business by Research</td>
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<td>Y</td>
</tr>
<tr>
<td>Doctor of Philosophy</td>
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### School of Information Systems

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<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
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</thead>
<tbody>
<tr>
<td>Graduate Certificate in Enterprise Resource Planning Systems</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Graduate Diploma in Business Computing</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Graduate Diploma in Enterprise Resource Planning Systems</td>
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<td>Y</td>
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<td>Master of Business in Enterprise Resource Planning Systems</td>
<td>C,P1,D1</td>
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<td>Y</td>
</tr>
<tr>
<td>Master of Business in E-Commerce/Marketing</td>
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<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Master of Business in Information Systems</td>
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<td>Y</td>
<td>Y</td>
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<tr>
<td>Master of Business by Research</td>
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<td>Y</td>
<td>Y</td>
</tr>
<tr>
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### School of Law

<table>
<thead>
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<th>Program</th>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Graduate Certificate in Australian Immigration Law</td>
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<td>Y</td>
<td>Y</td>
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<tr>
<td>Masters in Comparative Commercial Law</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Master of Regulatory &amp; Criminological Studies</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Master of Business by Research</td>
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<tr>
<td>Doctor of Juridical Science</td>
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### School of Management

<table>
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<th>Program</th>
<th>Campus</th>
<th>Full-time</th>
<th>Part-time</th>
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<tbody>
<tr>
<td>Graduate Diploma in Industrial Relations/HRM</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
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<tr>
<td>Master of Business in Event Management</td>
<td>C</td>
<td>Y</td>
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</tr>
<tr>
<td>Master of Business in Industrial Relations/HRM</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Master of Business in Management Practice</td>
<td>C</td>
<td>Y</td>
<td>Y</td>
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<tr>
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<td>Y</td>
<td>Y</td>
</tr>
<tr>
<td>Doctor of Philosophy</td>
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</tbody>
</table>
Sir Zelman Cowan Centre
Graduate Diploma in Commercial Arbitration Q Y Y
Graduate Diploma in Notarial Practice Q Y Y
Graduate Diploma in Superannuation Law & Practice Q 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

<table>
<thead>
<tr>
<th>Faculty Courses</th>
<th>Campus</th>
<th>Full-time</th>
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<td>– System &amp; Control Engineering</td>
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### School of Biomedical Sciences

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### School of Molecular Sciences

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### Sustainability Group

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<td>– Environmental Management</td>
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**Note:** The details of the programs, courses and subjects set out in this *Handbook* might change after publication. To ensure that the information about Faculty of Science, Engineering and Technology courses is still accurate, contact the Faculty of Science, Engineering and Technology Executive Officer on (03) 9919 4191. For further information about Engineering and Science courses: Telephone: (03) 9919 4191 – Facsimile: (03) 9919 4513 – Email: Bob.Ritches@vu.edu.au – Internet: www.vu.edu.au.
## TAFE Courses at Victoria University in 2005

### Strategic Development

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<td>Diploma in Training and Assessment Systems</td>
<td>BSZ50198</td>
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<tr>
<td>Certificate IV in Vocational Education and Training</td>
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### School of Business, Hospitality and Personal Services

#### Administrative and Legal Studies Department

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<td>Advanced Diploma of Financial Services (Conveyancing)</td>
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<td>Certificate IV in Business Administration</td>
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<td>Diploma of Business (Banking and Finance)</td>
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<tr>
<td>Course in Stock Market Investment</td>
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<td>Certificate I in Hospitality (Kitchen Operations)</td>
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<td>Certificate II in Hospitality (Kitchen Operations)</td>
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<td>Certificate III in Meetings and Events</td>
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TAFE COURSES AT VICTORIA UNIVERSITY IN 2005

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) 20055VIC
Certificate IV in Business 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 21450VIC
Certificate II in Nail Technology WRB20199
Certificate III in Beauty WRH20199
Certificate IV in Beauty Therapy WRB50199
Diploma of Beauty Therapy WRB50199
Diploma of Entertainment (Make-Up) CUE50798
Certificate IV in Entertaiment Make-Up CUE40898
Diploma of Remedial Massage HLT50302
Advanced Diploma of Naturopathy HLT60502
Certificate II in Hairdressing WRH20100 [Pre-Apprenticeship]
Certificate III in Hairdressing WRH30100
Certificate IV in Hairdressing WRH40100
Diploma of Hairdressing Salon Management WRH50100

Western Business Enterprise Centre
Certificate III in Security (Guarding) PRS30198
Certificate III in Small Business (Operations/Innovation) 21530VIC
Certificate IV in Business (Small Business Management) BSB40401
Diploma of Business Facilitation 21542VIC
Certificate II in Funeral Services (Funeral Operations) WFS20202
Certificate II in Funeral Services (Funeral Operations) WFS30202
Certificate IV in Funeral Services WFS40202
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 WRR50102
Certificate IV in Retail Management WRR40102
Certificate III in Retail Supervision WRR30102
Certificate III in Retail Operations WRR30202
Certificate II in Retail Operations WRR20102
Certificate II in Retail Cosmetic Assistant WRR20399

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 (Mechanical – Tyre Fitting and Repair Light) AUR21599
Certificate II in Automotive (Mechanical – Vehicle Servicing) AUR21799
Certificate III in Automotive (Vehicle Body – Panel Beating) AUR31699,
Certificate III in Automotive (Vehicle Body – Vehicle Painting) AUR31899
Certificate III in Automotive (Mechanical) AUR31099
Certificate IV in Automotive AUR40199

Building and Construction Department
Certificate I in Boatbuilding 15562VIC [Pre-Apprenticeship]
Certificate II in Boatbuilding 15563VIC [Traineeship]
Certificate III in Boatbuilding 15564VIC [Apprenticeship]
Certificate II in Engineering – Production [Boatbuilding Pre-Apprenticeship] MEM20198
Certificate II in Marine Craft Construction MEM30603
Certificate II in Engineering – Production Technology [Traineeship]
Certificate III in Off-Site Construction (Joinery-Timber/Aluminium/Glass) BGF30200
Certificate II in Joinery/Shopfitting/Starbuilding – Pre-Apprenticeship 21533VIC
Certificate II in Building and Construction 21393VIC [Bricklaying – Pre-Apprenticeship]
Certificate III in General Construction (Bricklaying/Blocklaying) BCG30698 [Apprenticeship]
Certificate II in Building and Construction 21393VIC [Carpentry – Pre-Apprenticeship]
Certificate II in Carpentry and Joinery (Joinery/Starbuilding/shopfitting) 20038VIC
Certificate III in General Construction (Carpentry – Framework/Formwork/Finishing) BCG30798 [Apprenticeship]
Certificate II in Furniture Making LMF20199
Certificate III in Furniture Making LMF30302
Certificate III in Furniture Making (Cabinet Making) LMF30402
Certificate III in Furniture Making (Wood Machining) LMF30502
Certificate IV in Applied Design (Furniture) 21528VIC
Diploma of Building SA3475
Certificate IV in Building SA3477
Diploma of Building Design and Technology 40356SA

370
Certificate IV in Residential Drafting 40357SA
Diploma of the Built Environment SA3472
Advanced Diploma of Building Surveying BCG60103
Diploma of Building Surveying BCG50103
Diploma of Building Surveying SA3473
Diploma of Building Design and Drafting SA3474
Advanced Diploma of Building Design and Project Administration 40355SA

**Building Services and Special Trades Department**
Certificate II in Building and Construction 21393VIC [Painting & Decorating Pre-Apprenticeship]
Certificate III in General Construction (Painting & Decorating) BCG30498
Certificate I in Building & Construction (Plumbing) 2102ABC
Certificate III in Plumbing and Gasfitting 20085VIC
Certificate II in Sign Industry 21398VIC
Certificate III in Off-Site Construction (Sign Writing/Computer Operations) BCF30700
Certificate IV in Sign Technology 21399VIC
Certificate I in Electrotechnology [Engineering][Pre-Apprenticeship] UTE10102
Certificate III in Electrotechnology Systems Electrician UTE31199
Certificate IV in Electrical 2406ANC [Motor Control]

**Computer Systems and Electronics Department**
Certificate II in Electrotechnology Servicing UTE20504 [Computer Servicing]
Certificate II in Electrotechnology Servicing UTE20504 [Security Systems]
Certificate III in Electrotechnology Communications UTE30402
Certificate III in Electrotechnology Communications Entertainment and Servicing UTE30702
Certificate III in Electrotechnology Computer Systems UTE30599
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 [Fabrication]
Certificate II in Engineering (Production) MEM20198
Certificate II in Engineering (Production Technology) MEM20298
Certificate III in Engineering (Production Systems) MEM30198
Certificate III in Engineering (Mechanical Trade) MEM30298
Certificate III in Engineering (Technician) MEM30598
Certificate IV in Engineering 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 I in Engineering MEM10198F
Certificate II in Engineering—Production MEM20198F
Certificate II in Engineering—Production Technology MEM20298F
Certificate III in Engineering—Production Systems MEM30198F
Certificate III in Engineering—Fabrication Trade MEM30398 [Light & Heavy]
Certificate IV in Engineering Technology 20018VICF
Certificate IV in Engineering MEM40103
Diploma of Engineering Technology 20019VICF [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 BCG31398
Certificate III in Civil Construction (Bridge/ Marine Construction) BCG30498
Certificate III in Civil Construction (Road Construction and Maintenance) BCG30298
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
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
Certificate III in Transport and Distribution (Mobile Cranes Operations) TDT30902
Certificate III Motor Vehicle Driver Trainer (Car) 21370VIC
Certificate III in Motor Vehicle Driver Trainer (Heavy Vehicles) 21381VIC
Certificate II in Transport and Distribution (Rail Operations) TDT20202
Certificate III in Transport and Distribution (Rail Operations) TDT30402
Certificate IV in Transport and Distribution (Rail Operations) TDT40202
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 II in Transport and Distribution (Administration) TDT21102
Certificate III in Transport and Distribution (Administration) TDT31102
Certificate IV in Transport and Distribution (Administration) TDT41102
Course in Rigging—Basic
Course in Rigging—Intermediate
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 B Double Truck (Multi-Combination)
Dangerous Goods Licence Training
School Driver Education Program
Defensive Driving (Car and Truck)
Driver Instruction Training

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) 21353VIC
Certificate I in Media CUF10101
Certificate I in Vocational Studies (Hospitality) 21261VIC
Certificate I in Vocational Studies (Media) 21263VIC
Diploma of Further Education 21015VIC
Certificate IV in Further Education 21014VIC
Certificate I in Work Education 21108VIC
Certificate II in Workplace Practices 39064QLD
Certificate I in Transition Education 15494VIC
Course in Concurrent Study 21204VIC

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 21497VIC
Certificate II in ESL Access 21498VIC
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
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) 21353VIC
Victorian Certificate of Education 2200LZV

Language Studies Department
Certificate III in ESL (Further Study) 21501VIC
Certificate IV in ESL (Further Study) 21502VIC
Certificate IV in ESL (Further Study) 21505VIC [English for Health Service Professionals]
Certificate III in ESL (Employment) 21503VIC [Aged Care Work]
Certificate III in ESL (Employment) 21503VIC [Children’s Services]
Certificate IV in ESL (Employment) 21504VIC
Certificate I in ESL (Access) 21497VIC
Certificate II in ESL (Access) 21498VIC
Certificate III in ESL (Access) 21499VIC
Certificate IV in ESL (Access) 21500VIC
Course in Concurrent Study 21204VIC
Course in Preliminary Spoken and Written English 90989NSW
Certificate I in Spoken and Written English 90994NSW
Certificate II in Spoken and Written English 90993NSW
Certificate III in Spoken and Written English 90992NSW

Library and Cultural Studies Unit
Diploma of Library and Information Services CUL50199
Certificate III in Library and Information Services CUL30199
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
Diploma of Arts (Visual Art) 12857VIC
Advanced Diploma of Multimedia CUF60501 [Streams in Interactive Media and Games Development]
Diploma of Multimedia CUF50701
Certificate IV in Multimedia CUF40801
Certificate III in Multimedia CUF30601
Certificate II in Multimedia CUF20601

School of Human Services, Science and Technology

Child Studies Department
Certificate III in Children's Services CHC30402
Certificate IV in Out of School Hours Care CHC40402
Diploma of Out of School Hours Care CHC50202
Diploma of Childcare Services
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

Health Services Department
Certificate IV in Health (Nursing) 21358VIC
Course in Medication Administration for Division 2 Registered Nurses in Victoria 21506VIC
Course in Cardiopulmonary Resuscitation 20003VIC
Course in Emergency First Aid 20004VIC
Course in Basic First Aid 20005VIC
Course in Paediatric Aid 20006VIC
Diploma of Paramedical Science (Ambulance) HLT50402
Certificate IV in Basic Emergency Care HLT41002
Certificate III in Non-Emergency Patient Transfer

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 21488VIC
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
Diploma of Information Technology (Computer Science) 21378VIC
Diploma of Information Technology (Software Development) ICA50299
Diploma of Information Technology 21489VIC
Dual Diploma – Diploma of Information Technology (Website Development) ICA50601 and
Diploma of Information Technology (Networking) ICA50701

Science and Biotechnology Department
Certificate III in Science 21238VIC
Certificate IV in Science 21239VIC
Certificate III in Animal Technology 21440vic
Certificate IV in Animal Technology 2411ARC
Diploma of Applied Science (Animal Technology) QLD35522
Certificate II in Animal Studies RUV20198
Certificate III in Animal Technology RUV30104
Certificate III in Captive Animals RUV30204
Certificate III in Companion Animal Services RUV30304
Certificate IV in Veterinary Nursing RUV40404
Diploma of Animal Technology RUV50104
Certificate II in Animal Studies RUV20198
Certificate III in Animal Studies RUV30198
Certificate IV in Veterinary Nursing RUV40198
Certificate I in Conservation and Land Management RTD10102
Certificate II in Conservation and Land Management RTD20102
Certificate III in Conservation and Land Management RTD30102
Certificate IV in Conservation and Land Management RTD40102
Diploma of Conservation and Land Management RTD50102
Advanced Diploma of Conservation and Land Management RTD60102
Certificate IV in Laboratory Techniques PML40199
Diploma of Laboratory Technology PML50199
Diploma of Laboratory Technology (Process Manufacturing Testing) PML50199
TAFE COURSES AT VICTORIA UNIVERSITY IN 2005

Diploma of Laboratory Technology (Pathology Testing) PML50199
Diploma of Laboratory Technology (Biological and Environmental Testing) PML50199
Diploma of Laboratory Technology (Food Testing) PML50199
Certificate III in Occupational Health & Safety QLD1893
Certificate IV in Occupational Health & Safety QLD1892
Diploma of Occupational Health & Safety QLD1891
Certificate IV in Meat Processing (Quality Assurance) MTM40300
Diploma of Meat Processing MTM50100
Advanced Diploma of Meat Processing MTM60100
Certificate I in Food Processing FDF10103
Certificate II in Food Processing FDF20103
Certificate III in Food Processing FDF30103
Certificate IV in Food Processing FDF40103
Diploma of Food Processing FDF50103
Certificate III in Food Processing FDF30198
Certificate IV in Food Technology 11893VIC
Diploma of Food Technology 2506AKC
Certificate III in Health Service Assistance (Hospital/Community Health Pharmacy Assistance) HLT31402
Courses in Lubrication 21010VIC
Certificate IV in Assessment and Workplace Training BSZ40198

Social and Community Studies Department
Certificate III in Community Services Work CHC30202
Certificate III in Home and Community Care CHC30202
Certificate III in Disability Work CHC30202
Certificate IV in Disability Work CHC40202
Advanced Diploma of Disability Work CHC50202
Certificate III in Community Services Work CHC30102
Certificate III in Aged Care Work CHC30102
Certificate IV in Aged Care Work CHC40102
Certificate IV in Community Services (Lifestyle and Leisure) CHC41602
Certificate IV in Service Co-ordination (Aging and Disability) CHC40202
Certificate IV in Marriage Celebrancy CHC41502
Certificate III in Community Services (Aged Care Work) CHC30199
Diploma of Community Development CHC51402
Diploma of Community Welfare Work CHC50702
Diploma of Alcohol and Other Drugs CHC31102
Certificate IV in Youth Work CHC40602
Diploma of Youth Work CHC50502
Advanced Diploma of Justice 21214VIC
Diploma of Justice 21213VIC
Certificate IV in Justice 21212VIC

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 SRO20201
Certificate II in Sport (Career Oriented Participation) SRS20201
Certificate III in Sport (Career Oriented Participation) SRS30201
Certificate II in Sport and Recreation SRS20103
Certificate III in Sport and Recreation SRS30103
Certificate IV in Sport and Recreation SRS40103
Diploma of Sport and Recreation SRS50103
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 SRC40199
Diploma of Sport and Recreation SRC50199
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

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