ARTS3456, Classical Chinese Literature
Semester 2, 2016

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1. Course Staff and Contact Details

<table>
<thead>
<tr>
<th>Course Convenor</th>
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<tbody>
<tr>
<td>Name</td>
<td>Dr. Ping Wang</td>
<td>Room MB236</td>
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</tr>
<tr>
<td>Phone</td>
<td>9385 3451</td>
<td>Email</td>
<td><a href="mailto:p.wang@unsw.edu.au">p.wang@unsw.edu.au</a></td>
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<tr>
<th>Lecturer</th>
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<th>Tutors</th>
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<tr>
<td>Phone</td>
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</table>

2. Course Details

| Units of Credit (UoC) | 6 |

All students enrolling Chinese courses for the first time must fill in the placement questionnaire available at http://languages.arts.unsw.edu.au/placement-procedures/

<table>
<thead>
<tr>
<th>Course Description</th>
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| Students who have completed ARTS3451 and/or ARTS3452, and/or ARTS3453, or the equivalent, are eligible to enrol in this course. Students who do not have the necessary prerequisites have to visit the School of Languages and Linguistics website for placement information.  

The course will be conducted in bilingual fashion, involving readings in the original Chinese texts. Class meets once a week for 3 hours. This course can be counted as part of the major sequence in Chinese Studies toward your Bachelor of Arts degree, or as an elective subject.

ARTS3456 presents a number of major topics in classical Chinese literature from pre-Qin period (c. 1122-221 BC) to Qing Dynasty (1644-1911). We will link these topics to various genres including philosophy, poetry, essays and fiction, as well as literary criticism. The topics are individual freedom in pre-Qing philosophers (including Lunyu, Mengzi and Zhuangzi), heroes and villains in biographies (shiji), love and nature in poetry (including shijing, Tang shi and Song ci), fine arts in literati style essays (focusing on the interrelationship between poetry and painting), as well as romance and courtship in vernacular fiction (from Tang Romances to Honglou Meng). The course will enhance students’ ability to read and appreciate classical Chinese literature in its different forms.

The aims of the course are:

1) to present an overview of classical Chinese literary tradition, covering texts of a wide range of genres.
including philosophy, prose, history, poetry, vernacular fiction, as well as literary criticism.

2) to examine seminal ideas in China’s classical heritage, which are underpinning for much of present-day Chinese culture and thinking. It provides a philosophical and literary analysis of the texts of pre-Qin thinkers, selected poems from *shijing*, *Tang shi* and *Song ci*.

3) to explore the Interrelationship between History and literature, and between Chinese poetry and painting.

The 3-hr course will run as one block, and class meet every Wednesday afternoon.

<table>
<thead>
<tr>
<th>Learning Outcomes</th>
<th>By the end of the course, you should:</th>
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<tbody>
<tr>
<td>1.</td>
<td>reading and interpreting representative texts in classical Chinese literature;</td>
</tr>
<tr>
<td>2.</td>
<td>critically analysing the texts and secondary sources;</td>
</tr>
<tr>
<td>3.</td>
<td>discussing major themes and issues in classical Chinese literature;</td>
</tr>
<tr>
<td>4.</td>
<td>explaining the philosophical and aesthetic principles underlying classical Chinese literature;</td>
</tr>
<tr>
<td>5.</td>
<td>defining and evaluating major literary theories;</td>
</tr>
<tr>
<td>6.</td>
<td>developing research and essay writing skills;</td>
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</table>

3. Course Schedule

*To view course timetable, please visit: [http://www.timetable.unsw.edu.au/](http://www.timetable.unsw.edu.au/)*

<table>
<thead>
<tr>
<th>Week</th>
<th>Topic</th>
<th>Lecture Content</th>
<th>Tutorial/Lab Content</th>
<th>Readings</th>
</tr>
</thead>
<tbody>
<tr>
<td>Week 1</td>
<td>Introduction</td>
<td>Introduction</td>
<td>No Tutorials</td>
<td></td>
</tr>
<tr>
<td>Week 2</td>
<td>The History of Classical Chinese Literature</td>
<td>An Overview of historical background</td>
<td>Discussion</td>
<td>Selected readings from <em>論語</em></td>
</tr>
<tr>
<td>Week 3</td>
<td>Confucianism</td>
<td>Kongzi 孔子, Mengzi 孟子</td>
<td>Close reading, and discussion of <em>論語</em></td>
<td>Selected readings from <em>孟子</em></td>
</tr>
<tr>
<td>Week 4</td>
<td>Taoism &amp; Buddhism</td>
<td>Laozi 老子, Zhuangzi 莊子</td>
<td>Close reading, and discussion of <em>孟子</em>, sand Confucianism</td>
<td>Selected readings from <em>老子</em>《莊子》</td>
</tr>
<tr>
<td>Week 5</td>
<td>Early Poetry</td>
<td>Book of Odes <em>Shijing</em></td>
<td>Close reading, and discussion of <em>莊子</em>, and Daoism</td>
<td>Selected readings from <em>詩經</em></td>
</tr>
<tr>
<td>Week 6</td>
<td>Shi-Poetry</td>
<td>詩陶淵明, 李白, 杜甫, 王維,</td>
<td>Close reading, and discussion of <em>詩經</em> and</td>
<td>Selected readings in <em>唐詩</em></td>
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### ARTS3456 Course Outline

<table>
<thead>
<tr>
<th>Week</th>
<th>Poetic Tradition</th>
<th>Selected Readings</th>
<th>Mid-Semester Break</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Week 7</strong></td>
<td>Ci-poetry</td>
<td>Close reading, and discussion of 唐詩</td>
<td>Select readings in 宋詩</td>
</tr>
<tr>
<td></td>
<td>詞 李煜，蘇軾，李清照</td>
<td></td>
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<tr>
<td><strong>Week 8</strong></td>
<td>Poetry &amp; Painting</td>
<td>Close reading, and discussion of 宋詞</td>
<td>Two English essays on Chinese Poetry and Aesthetics</td>
</tr>
<tr>
<td></td>
<td>詩，詞，畫</td>
<td>Presentation, Groups 1</td>
<td></td>
</tr>
<tr>
<td><strong>Week 9</strong></td>
<td>Fiction</td>
<td>Close reading, and discussion of 唐傳奇</td>
<td>Selected readings in 唐傳奇</td>
</tr>
<tr>
<td></td>
<td>言情小説，《紅樓夢》</td>
<td></td>
<td>Presentation, Groups 2</td>
</tr>
<tr>
<td><strong>Week 10</strong></td>
<td>Chinese Historiography</td>
<td>Close reading, and discussion of 《史記》</td>
<td>Selected readings from 《史記》</td>
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<td></td>
<td>司馬遷和《史記》</td>
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<tr>
<td><strong>Week 11</strong></td>
<td>Chinese Literati Tradition</td>
<td>Presentation, Groups 3 &amp; 4</td>
<td>Revision</td>
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<tr>
<td></td>
<td>屈原－陶淵明－蘇軾</td>
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<tr>
<td><strong>Week 12</strong></td>
<td>Summary of the course</td>
<td>Different approaches to literary criticism</td>
<td>Presentation, Groups 5 &amp; 6</td>
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<td></td>
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<td></td>
<td>Revision</td>
</tr>
<tr>
<td><strong>Week 13</strong></td>
<td>Revision and Final exam</td>
<td>In-class Exam, 2 hours</td>
<td>Revision</td>
</tr>
</tbody>
</table>

### 4. Course Resources

**Textbook Details**

Most of the reading materials are available on the Moodle. Any additional materials will be handed out in class.

**Recommended readings (available in the Library)**

Hucker, Charles O. *China’s Imperial Past* (Stanford University Press, 1974)


The Spread of Buddhism (see the link to the e-copy of the book below)


**Additional Readings**

Additional materials will be provided on Moodle.

Other resources can also be obtained from UNSW Library. One starting point for assistance is: [www.http://info.library.unsw.edu.au/web/services/services.html](http://info.library.unsw.edu.au/web/services/services.html)

Students are encouraged to attend workshops offered by the Library on how to access the library catalogues and databases.

**Websites**

**Useful Links:**

http://chinese.dsturgeon.net/index.html

http://www.global.cnki.net
5. **Course Assessment**

<table>
<thead>
<tr>
<th>Assessment Task</th>
<th>Length</th>
<th>Weight</th>
<th>Learning Outcomes Assessed</th>
<th>Due Date</th>
<th>Submitted in Moodle? (Yes/No)</th>
</tr>
</thead>
<tbody>
<tr>
<td>課堂討論</td>
<td>Weeks 2-12</td>
<td>10%</td>
<td>2, 3, 4, 5, 6</td>
<td>Weeks 2-12</td>
<td>N/A</td>
</tr>
<tr>
<td>讀書報告與評論</td>
<td>1000 words</td>
<td>40%</td>
<td>1, 2, 3, 4, 5, 6</td>
<td>Weeks, 5, 8, 11</td>
<td>Yes</td>
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<tr>
<td>小組專題研究論文</td>
<td>600 words each member</td>
<td>15%</td>
<td>1, 2, 3, 4, 5, 6</td>
<td></td>
<td>Yes</td>
</tr>
<tr>
<td>專題研究演講</td>
<td>20-30 minutes per group</td>
<td>15%</td>
<td>1, 2, 3, 4, 5, 6</td>
<td>Weeks 10-12</td>
<td>N/A</td>
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<tr>
<td>Final Test</td>
<td>1.5 hour</td>
<td>20%</td>
<td>1, 2, 3, 4, 5, 6</td>
<td>Wed, Week 13</td>
<td>N/A</td>
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</tbody>
</table>

**I. Instruction on the Two Reading Reports /Critical Review**

1. Reading reports are based on the three main themes/topics to be covered by the course. You only need to submit TWO reports of two pages each on any two topics of your own choice.
   1) Pre-qin philosophers;
   2) Poetry;
   3) Fiction.

2. Reading reports/Critical Reviews must be based on the reading material for this course. Each report must consist of two parts:
   1) Your report - a brief summary of the reading material included in the theme of your choice. For example, if you choose pre-qin philosophers, you need to briefly summaries what is included in the selected reading, such as *Lunyu*, *Mengzi*, and *Zhuangzi*. Similarly, if you choose Poetry, you'll need to provide a brief summary of the selected readings from *Shijing*, *Tangshi*, and *Songci*. You don't have to include each and every *shi* or *ci*, but you can categorise them in your summary.
   2) Your critical review - your own reflections of comments on some of the materials that interest you. For example, if you choose the theme of Pre-qin philosophers, in this second part you should concentrate on ANY of the philosophers of your own choice: *Kongzi*, *Mengzi*, or *Zhuangzi*... You may also wish to make a comparison between any two philosophers or two strands of thought related to the theme. What I am looking for in this part is your critical analysis and original ideas.

3. All the reports/Critical reviews must be submitted in time in turn-it-in.

4. The reports/Critical reviews must be your own work (apart from fully acknowledged brief quotations), and they must be done specially for this unit of study. **Please be warned that plagiarism will be penalized.** (Please refer to Section 10 “Academic Honesty and Plagiarism”)
II. Instructions for the Group Research Project:

1. Steps:
   1) Form groups of 4-5 students (in Week 2);
   2) Choose your topics;
   3) Work in groups, starting the research process, including locating the source materials, reference books;
   4) Present in class (15%), and prepare to answer questions from the audience; The presentations will start from Week 8 through to Week 12
   5) Submit your Research Paper (15%) in turn-it-in ONE WEEK after your presentation (Please refer to “Submission of Assessment Tasks” in “Other Information” section of this course outline).

   *The presentation must be done in Chinese, but please make sure that the class understand what you are talking about – an English power-point presentation for the introduction and/or Summary of your project will be helpful.

   * The research paper can be written in either Chinese or English, Indicate contributions of each of the group members, if you like.

   * The research paper must be your own work (apart from fully acknowledged brief quotations), and it must be done specially for this unit of study. **Please be warned that plagiarism will be penalized.** (Please refer to Section 9 “Academic Honesty and Plagiarism”)

   * Use the standard style of references and bibliography. Please see the Resources and Research tools/links:

   The 'In-Text' or Harvard Referencing System [http://www.lc.unsw.edu.au/onlib/ref.html](http://www.lc.unsw.edu.au/onlib/ref.html)


   List of References [http://www.lc.unsw.edu.au/onlib/ref2.html](http://www.lc.unsw.edu.au/onlib/ref2.html)


   Online Academic Skills Resources [http://www.lc.unsw.edu.au/olib.html](http://www.lc.unsw.edu.au/olib.html)

   Students are encouraged to attend workshops offered by the Library on how to access the library catalogues and databases.

   Other resources can also be obtained from UNSW Library. One starting point for assistance is: [http://www.library.unsw.edu.au/servicesfor/index.html](http://www.library.unsw.edu.au/servicesfor/index.html)

III. Suggested Topics for the Group Research Project

1) If you had lived in Chunqiu/Zhanguo period, would you have been a Confucian, a Daoist, or neither? Why?

2) Why has Qu Yuan been regarded as an important figure in Chinese culture? What do you think he is taken to symbolize?

3) What are the major characteristics of traditional Chinese literary criticism? What do you think a good approach should be?
4) What have you noticed about the way in which Sima Qian wrote historical biographies? What was his attitude towards heroism?

5) Discuss the relationship between Chinese poetry and painting, focusing on the shared values and practices between poets and literati artists.

6) Do you agree that Li Yu and Li Qingzhao are typical wanyue poets? Why / Why not?

7) In what ways do Daoism and Buddhism influence Chinese poetry and painting?

8) Love is an eternal theme in literature. Looking retrospectively on classical Chinese literature from Shijing to Honglou meng, what can you tell about writers’ attitudes and treatment to the theme of love.

9) Study the protagonists in Yingying Zhuan and Liwa Zhuan, or any other literary works that reflect relationship between men and women, discuss people’s attitudes towards gender relations and love in ancient China?

10) Compare Chinese and Western writers’ approach to love and romance.

11) Why is there a lack of tragedies (such as Shakespearian tragedies) in the history of Chinese literature? What does that tell us about Chinese culture and mentality?

12) What are the major qualities that constitute typical feminine beauty in classical Chinese literature? Analyze images of women in the light of Chinese aesthetic tradition.

Please Note: The UNSW Policy on Class Attendance and Absence states the following:

Students are expected to be regular and punctual in attendance at all classes in the courses in which they are enrolled. All applications for exemption from attendance at classes of any kind must be made in writing to the Course Authority.

It is the student’s responsibility to read the course outline before the course commences to ensure that they are familiar with any specific attendance requirements for that course.

If students attend less than 80% of their possible classes they may be refused final assessment.

Students must attend 80% of lectures (10 out of 12 lectures). Students must attend 80% of tutorials (10 out of 12 tutorials).

The UNSW Policy on Class Attendance and Absence can be viewed at: https://student.unsw.edu.au/attendance

The Faculty of Arts and Social Sciences guidelines on attendance can be viewed at: https://www.arts.unsw.edu.au/current-students/academic-information/protocols-guidelines/
Grades

All results are reviewed at the end of each semester and may be adjusted to ensure equitable marking across the School.

The proportion of marks lying in each grading range is determined not by any formula or quota system, but by the way that students respond to assessment tasks and how well they meet the objectives of the course. Nevertheless, since higher grades imply performance that is well above average, the number of distinctions and high distinctions awarded in a typical course is relatively small. At the other extreme, on average 6.1% of students do not meet minimum standards and a little more (8.6%) in first year courses. For more information on the grading categories see: https://my.unsw.edu.au/student/academiclife/assessment/GuideToUNSWGrades.html

Submission of Assessment Tasks

Assignments must be submitted electronically through Moodle (http://moodle.telt.unsw.edu.au/). You must use your zID login to submit your assignments in Moodle.

Refer to the section “Course Assessment” for details of assessment tasks that are to be submitted via Moodle.

** Please note the deadline to submit an assignment electronically is 4:00 pm on the due date of the assignment.

When you submit your assignment electronically, you agree that:

I have followed the Student Code of Conduct. I certify that I have read and understand the University requirements in respect of student academic misconduct outlined in the Student Code of Conduct and the Student Misconduct Procedures. I declare that this assessment item is my own work, except where acknowledged, and has not been submitted for academic credit previously in whole or in part.

I acknowledge that the assessor of this item may, for assessment purposes:

- provide a copy to another staff member of the University
- communicate a copy of this assessment item to a plagiarism checking service (such as Turnitin) which may retain a copy of the assessment item on its database for the purpose of future plagiarism checking.

You are required to put your name (as it appears in University records) and UNSW Student ID on every page of your assignments.

If you encounter a problem when attempting to submit your assignment through Moodle/Turnitin, please telephone External Support on 9385 3331 or email them on externalsupport@unsw.edu.au. Support hours are 8:00am – 10:00pm on weekdays and 9:00am – 5:00pm on weekends (365 days a year).

If you are unable to submit your assignment due to a fault with Turnitin you may apply for an extension, but you must retain your ticket number from External Support (along with any other relevant documents) to include as evidence to support your extension application. If you email External Support you will automatically receive a ticket number, but if you
telephone you will need to specifically ask for one. Turnitin also provides updates on its system status on Twitter.

For information on how to submit assignments online via Moodle: https://student.unsw.edu.au/how-submit-assignment-moodle

Late Submission of Assignments

Students are responsible for the submission of assessment tasks by the required dates and times. Depending on the extent of delay in the submission of an assessment task past the due date and time, one of the following late penalties will apply unless special consideration or a blanket extension due to a technical outage is granted. For the purpose of late penalty calculation, a ‘day’ is deemed to be each 24-hour period (or part thereof) past the stipulated deadline for submission.

- **Work submitted less than 10 days after the stipulated deadline** is subject to a deduction of 5% of the total awardable mark from the mark that would have been achieved if not for the penalty for every day past the stipulated deadline for submission. That is, a student who submits an assignment with a stipulated deadline of 4:00pm on 13 May 2016 at 4:10pm on 14 May 2016 will incur a deduction of 10%.

  **Task with a non-percentage mark**

  If the task is marked out of 25, then late submission will attract a penalty of a deduction of 1.25 from the mark awarded to the student for every 24-hour period (or part thereof) past the stipulated deadline.

  **Example**: A student submits an essay 48 hours and 10 minutes after the stipulated deadline. The total possible mark for the essay is 25. The essay receives a mark of 17. The student’s mark is therefore $17 - [25 (0.05 x 3)] = 13.25$.

  **Task with a percentage mark**

  If the task is marked out of 100%, then late submission will attract a penalty of a deduction of 5% from the mark awarded to the student for every 24-hour period (or part thereof) past the stipulated deadline.

  **Example**: A student submits an essay 48 hours and 10 minutes after the stipulated deadline. The essay is marked out of 100%. The essay receives a mark of 68. The student’s mark is therefore $68 - 15 = 53$

- **Work submitted 10 to 19 days after the stipulated deadline** will be assessed and feedback provided but a mark of zero will be recorded. If the work would have received a pass mark but for the lateness and the work is a compulsory course component (hurdle requirement), a student will be deemed to have met that requirement;

- **Work submitted 20 or more days after the stipulated deadline** will not be accepted for assessment and will receive no feedback, mark or grade. If the assessment task is a compulsory component of the course a student will receive an Unsatisfactory Fail (UF) grade as a result of unsatisfactory performance in essential component of the course.

6. **Learning and Teaching Rationale and Strategies**

Classical Chinese Literature is one of the Professional electives in the Chinese Studies offered to students who have completed Advanced or Professional level gateway courses, or the equivalent. It can be counted as part of the major sequence in Chinese Studies toward your Bachelor of Arts degree, or as an elective subject. It can also be regarded as the core course for students considering to major and pursue further study in Chinese Studies.
This course can be studied independently or together with other content courses in literature and / or cultural studies offered in the Chinese Program, such as ARTS3455 Contemporary Chinese Literature, CHIN2302 Chinese Cinema and CHIN2400 China Imagined and Perceived, and etc.

Like other professional electives offered in the Chinese Studies program, this course aims to promote a fuller and deeper understanding of China. With the ever increasing influence of China in the world arena, it is very important for people, Western and Chinese alike, to understand China’s past in order to better understand its present. This course helps to bridge the gap between the ancient Chinese civilization and contemporary Chinese culture through a study of variety of classical literary texts.

The teaching strategy will be aligned with the aim and learning outcome of the course to ensure the desired results.

The class will be basically run in seminar manner, with a strong emphasis on class discussion on both primary and secondary materials.

Due time will be devoted to close reading, and interpreting of the original texts so as to improve your knowledge of Classical Chinese.

An interdisciplinary approach will be adopted, whereby literary texts will be examined from philosophical, aesthetical, historical as well as linguistic perspectives.

All the class activities, both oral and written are linked with your final assessment, so it’s important that you come to class each week.

7. Extension of Time for Submission of Assessment Tasks

The Arts and Social Sciences Extension Guidelines apply to all assessed tasks regardless of whether or not a grade is awarded, except the following:

1. any form of test/examination/assessed activity undertaken during regular class contact hours
2. any task specifically identified by the Course Authority (the academic in charge of the course) in the Course Outline or Learning Management System (LMS), for example, Moodle, as not available for extension requests.

A student who missed an assessment activity held within class contact hours should apply for Special Consideration via myUNSW.

A student who wishes to seek extension for submission of assessment tasks that are not held within class contact hours for courses offered by the School of Humanities and Languages must apply for Special Consideration via myUNSW.

The Arts and Social Sciences Extension Guidelines state the following:

- A request for an extension should be submitted before the due time/date for the assessment task.
- The Course Authority should respond to the request within two working days of the request.
8. Attendance

The UNSW Policy on Class Attendance and Absence can be viewed at: https://student.unsw.edu.au/attendance

From time to time, the Course Authority may vary the attendance requirements of a course. It is the students’ responsibility to ensure that they are familiar with the specific attendance requirements stipulated in the course outline for each course in which they are enrolled.

8.1 Attendance

Students are expected to be regular and punctual in attendance at all classes in the courses in which they are enrolled. Students who seek to be excused from attendance [or for absence] must apply to the Course Authority in writing. In such situations, the following rules relating to attendances and absences apply.

In the case of illness or of absence for some other unavoidable cause students may be excused for non-attendance at classes for a period of not more than one month (i.e., 33%) or, on the recommendation of the Dean of the appropriate faculty, for a longer period.

8.2 Absence from classes

A student who attends less than eighty per cent of the classes within a course may be refused final assessment.

Explanations of absences from classes or requests for permission to be absent from forthcoming classes should be addressed to the Course Authority in writing and, where applicable, should be accompanied by appropriate documentation (e.g. medical certificate). After submitting appropriate supporting documentation to the Course Authority to explain his/her absence, a student may be required to undertake supplementary class(s) or task(s) as prescribed by the Course Authority. If examinations or other forms of assessment have been missed, then the student should apply for Special Consideration.

Students who falsify their attendance or falsify attendance on behalf of another student will be dealt with under the Student Misconduct Policy.

9. Class Clash

Students who are enrolled in an Arts and Social Sciences program (single or dual) and have an unavoidable timetable clash can apply for permissible timetable clash by completing an online application form. Students must meet the rules and conditions in order to apply for permissible clash. The rules and conditions can be accessed online in full at: https://www.arts.unsw.edu.au/media/FASSFile/Permissible_Clash_Rules.pdf

For students who are enrolled in a non-Arts and Social Sciences program, they must seek advice from their home faculty on permissible clash approval.

10. Academic Honesty and Plagiarism

Plagiarism is presenting someone else’s thoughts or work as your own. It can take many
forms, from not having appropriate academic referencing to deliberate cheating.

In many cases plagiarism is the result of inexperience about academic conventions. The University has resources and information to assist you to avoid plagiarism.

The Learning Centre assists students with understanding academic integrity and how to not plagiarise. Information is available on their website: https://student.unsw.edu.au/plagiarism/. They also hold workshops and can help students one-on-one.

If plagiarism is found in your work when you are in first year, your lecturer will offer you assistance to improve your academic skills. They may ask you to look at some online resources, attend the Learning Centre, or sometimes resubmit your work with the problem fixed. However, more serious instances in first year, such as stealing another student’s work or paying someone to do your work, may be investigated under the Student Misconduct Procedures.

Repeated plagiarism (even in first year), plagiarism after first year, or serious instances, may also be investigated under the Student Misconduct Procedures. The penalties under the procedures can include a reduction in marks, failing a course or for the most serious matters (like plagiarism in an Honours thesis) or even suspension from the university. The Student Misconduct Procedures are available here: http://www.gs.unsw.edu.au/policy/documents/studentmisconductprocedures.pdf

11. Course Evaluation and Development

Courses are periodically reviewed and students’ feedback is used to improve them. Feedback is gathered using various means including UNSW’s Course and Teaching Evaluation and Improvement (CATEI) process.

12. Student Support

The Learning Centre is available for individual consultation and workshops on academic skills. Find out more by visiting the Centre’s website at: http://www.lc.unsw.edu.au

13. Grievances

All students should be treated fairly in the course of their studies at UNSW. Students who feel they have not been dealt with fairly should, in the first instance, attempt to resolve any issues with their tutor or the course convenors.

If such an approach fails to resolve the matter, the School of Humanities and Languages has an academic member of staff who acts as a Grievance Officer for the School. This staff member is identified on the notice board in the School of Humanities and languages. Further information about UNSW grievance procedures is available at: https://student.unsw.edu.au/guide

14. Other Information
myUNSW

myUNSW is the online access point for UNSW services and information, integrating online services for applicants, commencing and current students and UNSW staff. To visit myUNSW please visit either of the below links:

https://my.unsw.edu.au

OHS

UNSW's Occupational Health and Safety Policy requires each person to work safely and responsibly, in order to avoid personal injury and to protect the safety of others. For all matters relating to Occupational Health, Safety and environment, see http://www.ohs.unsw.edu.au/

Special Consideration

In cases where illness or other circumstances produce repeated or sustained absence, students should apply for Special Consideration as soon as possible.

The application must be made via Online Services in myUNSW. Log into myUNSW and go to My Student Profile tab > My Student Services channel > Online Services > Special Consideration.

Applications on the grounds of illness must be filled in by a medical practitioner. Further information is available at: https://student.unsw.edu.au/guide

Student Equity and Disabilities Unit

Students who have a disability that requires some adjustment in their learning and teaching environment are encouraged to discuss their study needs with the course convener prior to or at the commencement of the course, or with the Student Equity Officers (Disability) in the Student Equity and Disabilities Unit (9385 4734). Information for students with disabilities is available at: https://student.unsw.edu.au/disability

Issues that can be discussed may include access to materials, signers or note-takers, the provision of services and additional examination and assessment arrangements. Early notification is essential to enable any necessary adjustments to be made.