SWRK1002 - Introduction to Social Work 2
Course Outline

Semester 2 - 2008

Course Coordinator: Debbie Plath  Debbie.Plath@newcastle.edu.au
Room: W228    Ph: 49215765
Consultation time: Thursdays 11.00 – 1.00

Lecturer: Karen Barrett  Karen.Barrett@newcastle.edu.au
Room: W226    Ph: 49215946
Consultation time: Wednesday 2.30 – 4.30

Unit Weighting: 10 units

Teaching Methods: Experience Based Learning Workshops

Brief Course Description
This course focuses on social work in contemporary Australian society with an emphasis on social justice and how inequality is constructed. Through exercises, activities and small groupwork, students are introduced to the experience-based model of learning as they explore subject content. Students also develop relevant skills and explore values inherent in Social Work practice and the Code of Ethics of the profession.

Contact Hours
Workshops for 3 Hours per Week for the full semester
Small group task activities for 2 Hours per Week for the full semester

NOTE: Attendance at a minimum of 80% of classes is a requirement for accreditation by the Australian Association of Social Workers (AASW).

Learning Materials/Texts
Students will be provided with a list of references and resources for each learning unit and are also expected to develop skills in locating relevant information to inform their learning. You are encouraged to research and read widely and to intersperse your academic reading with novels, biographies and films related to the content of the course. If you wish to purchase some books as you begin to develop your professional social work reference library, the following books are suggested. These books are also available in the library and will be important reference books throughout your first year in the Bachelor of Social Work and beyond.

Course Outline Issued and Correct as at: Week 1, Semester 2 - 2008

CTS Download Date: 14 July 2008
Reference Texts for First Year Social Work Students


Course Objectives

The learning goals relating to the two central themes of inequality and social justice are grouped into seven essential areas of knowledge and skill development for social work practice. They are as follows:

   Learning involves understanding the profession's commitment to justice and equality, the nature of values and their importance in social work and the ability to challenge oneself and others' ideas and positions.

2. Self Awareness.
   Learning involves awareness and expression of responses to people, situations and ideas.

   Begin to develop good listening skills and the ability to give and receive feedback.

4. Ethical and Professional Practice.
   Learning involves familiarisation with the profession's Code of Ethics and the ability to produce work independently and as part of a group.

5. Developing Knowledge.
   Knowledge on inequality, the nature of Australian society and life cycle stages and theories is developed through the course.

6. Working with others/teams.
   Develop the ability to work with a small group to achieve tasks, and to gain an understanding of group dynamics.

7. Research and Enquiry Skills.
   Learning involves a high degree of information seeking skill, skills in the analysis of social policy documents and their implications and the ability to critically assess literature and research reports to identify underlying value and ideological positions.

Course Content

1. Social work's role in addressing inequality in society.

2. Current inequalities in Australian society - youth, age, sexual orientation.

3. Lifestage inequalities.

4. Group dynamics and group theory.

5. Professional ethics and professional practice.
Assessment Items
Details on assessment tasks will be provided in the separate course outlines for each of the 3 learning units.

<table>
<thead>
<tr>
<th>Written Assignment – Individual</th>
<th>Written Task relating to material covered in learning unit 1. Word length: 2,500 words Weighting: 50%. Due Date: Monday 1st September</th>
</tr>
</thead>
<tbody>
<tr>
<td>Presentations - Group</td>
<td>There are three assessment tasks done in small groups which incorporate presentations to the whole class group. These tasks are graded as either satisfactory or unsatisfactory with feedback given to each group on the strengths and weaknesses of the work. If it is unsatisfactory further work will be set to supplement learning. Satisfactory completion of small group tasks is required in order to pass the course.</td>
</tr>
<tr>
<td>Presentation - Individual</td>
<td>Oral presentation to staff and students designed around material covered in the course. Length: 10 minutes Weighting: 50% Presentations will be held in week 13</td>
</tr>
</tbody>
</table>

Assumed Knowledge
SWRK1001, SOCA1010, PSYC1010

Newcastle City Precinct Timetable
SWRK1002
INTRODUCTION TO SOCIAL WORK 2
Enquiries: School of Humanities and Social Science
Semester 2 – 2008
Seminar Tuesday 9:00 - 12:00 UNH4-16 Wks 1-3, 5 UNH4-16, Additional Room UNH4-19 Wks 4, 6-14

Callaghan Campus Timetable
SWRK1002
INTRODUCTION TO SOCIAL WORK 2
Enquiries: School of Humanities and Social Science
Semester 2 – 2008
Seminar Thursday 9:00 - 11:00 W203, W218, W219, W308, W326 Students will be allocated to a group room in Week 1

Plagiarism
University policy prohibits students plagiarising any material under any circumstances. A student plagiarises if he or she presents the thoughts or works of another as one's own. Without limiting the generality of this definition, it may include:

- copying or paraphrasing material from any source without due acknowledgment;
- using another's ideas without due acknowledgment;
- working with others without permission and presenting the resulting work as though it was completed independently.

Plagiarism is not only related to written works, but also to material such as data, images, music, formulae, websites and computer programs.

Aiding another student to plagiarise is also a violation of the Plagiarism Policy and may invoke a penalty.
For further information on the University policy on plagiarism, please refer to the Policy on Student Academic Integrity at the following link -  

The University has established a software plagiarism detection system called Turnitin. When you submit assessment items please be aware that for the purpose of assessing any assessment item the University may -

- Reproduce this assessment item and provide a copy to another member of the University; and/or
- Communicate a copy of this assessment item to a plagiarism checking service (which may then retain a copy of the item on its database for the purpose of future plagiarism checking).
- Submit the assessment item to other forms of plagiarism checking

**Written Assessment Items**

Students may be required to provide written assessment items in electronic form as well as hard copy.

**Marks and Grades Released During Term**

All marks and grades released during the term, are indicative only until formally approved by the Head of School on the recommendation of the School Assessment body.

**Extension of Time for Assessment Items, Deferred Assessment and Special Consideration for Assessment Items or Formal Written Examinations**

Students are required to submit assessment items by the due date, as advised in the Course Outline, unless the Course Coordinator approves an extension of time for submission of the item. University policy is that an assessment item submitted after the due date, without an approved extension, will be penalised.

Any student:

1. who is applying for an extension of time for submission of an assessment item on the basis of medical, compassionate, hardship/trauma or unavoidable commitment; or

2. whose attendance at or performance in an assessment item or formal written examination has been or will be affected by medical, compassionate, hardship/trauma or unavoidable commitment;

must report the circumstances, with supporting documentation, to the appropriate officer following the instructions provided in the Special Circumstances Affecting Assessment Procedure - Policy 000641.

Note: different procedures apply for minor and major assessment tasks.

Please go to the Policy at  http://www.newcastle.edu.au/policylibrary/000641.html for further information, particularly for information on the options available to you.

Students should be aware of the following important deadlines:

- **Requests for Special Consideration** must be lodged no later than 3 working days after the due date of submission or examination.

- **Requests for Extensions of Time on Assessment Items** must be lodged no later than the due date of the item.

- **Requests for Rescheduling Exams** must be received no later than ten working days prior the first date of the examination period

Your application may not be accepted if it is received after the deadline. In the first instance, students who are unable to meet the above deadlines due to extenuating circumstances should speak to their Program Officer or their Program Executive if studying in Singapore.

**Changing your Enrolment**

The census dates below are the last dates to withdraw without academic penalty. For onshore students,
withdrawal on or before the census date means no financial penalty.

For semester 2 courses: 31 August 2008

Students may withdraw from a course without academic penalty on or before the last day of semester. Any withdrawal from a course after the last day of semester will result in a fail grade.

Students cannot enrol in a new course after the second week of semester/trimester, except under exceptional circumstances. Any application to add a course after the second week of semester/trimester must be on the appropriate form, and should be discussed with staff in the Student Hubs or with your Program Executive at PSB if you are a Singapore student.

To check or change your enrolment online, please refer to myHub - Self Service for Students

https://myhub.newcastle.edu.au

Faculty Information

The Student Hubs are a one-stop shop for the delivery of student related services and are the first point of contact for students studying in Australia.

The four Student Hubs are located at:

Callaghan campus

• Shortland Hub: Level 3, Shortland Union Building
• Hunter Hub: Student Services Centre, Hunter side of campus

City Precinct

• City Hub & Information Common: University House, ground floor in combination with an Information Common for the City Precinct

Ourimbah campus

• Ourimbah Hub: Administration Building

Faculty website

Faculty of Education and Arts

http://www.newcastle.edu.au/faculty/education-arts/

Contact details

Callaghan, City and Port Macquarie

Phone: 02 4921 5000

Email: EnquiryCentre@newcastle.edu.au

Ourimbah

Phone: 02 4348 4030

Email: EnquiryCentre@newcastle.edu.au

The Dean of Students

Resolution Precinct

Phone: 02 4921 5806  Fax: 02 4921 7151

Email: resolutionprecinct@newcastle.edu.au
Deputy Dean of Students (Ourimbah)
Phone: 02 4348 4123  Fax: 02 4348 4145
Email: resolutionprecinct@newcastle.edu.au

Various services are offered by the University Student Support Unit:

Alteration of this Course Outline
No change to this course outline will be permitted after the end of the second week of the term except in exceptional circumstances and with Head of School approval. Students will be notified in advance of any approved changes to this outline.

Web Address for Rules Governing Undergraduate Academic Awards

STUDENTS WITH A DISABILITY OR CHRONIC ILLNESS
The University is committed to providing a range of support services for students with a disability or chronic illness.

If you have a disability or chronic illness which you feel may impact on your studies, please feel free to discuss your support needs with your lecturer or course coordinator.

Disability Support may also be provided by the Student Support Service (Disability). Students must be registered to receive this type of support. To register please contact the Disability Liaison Officer on 02 4921 5766, or via email at: student-disability@newcastle.edu.au

As some forms of support can take a few weeks to implement it is extremely important that you discuss your needs with your lecturer, course coordinator or Student Support Service staff at the beginning of each semester.

For more information related to confidentiality and documentation please visit the Student Support Service (Disability) website at: www.newcastle.edu.au/services/disability

Mandatory Program Component
This course is a mandatory program component. Refer - http://www.newcastle.edu.au/policylibrary/000647.html (section 2).

Essential Criteria in Assessment
This course contains compulsory components or assessment items that must be satisfactorily completed in order for a student to receive a pass mark or better for the course. These essential elements are described in the CTS. Refer - http://www.newcastle.edu.au/policylibrary/000648.html

Students must satisfactorily complete all group tasks in order to pass the course.
**Group Work**

The assessment in this course involves group work-peer and/or self-assessment. Refer - http://www.newcastle.edu.au/policylibrary/000650.html

All group assessment tasks in this course are graded as satisfactory or unsatisfactory. Groups that do not obtain a satisfactory result will be required to submit additional work as directed by the course coordinator. Individuals who do not satisfactorily participate in group tasks may be required to submit an alternative task.

The ability to work effectively in small groups and teams is an important aspect of professional social work practice. Small group assessment tasks are thus a fundamental component of your learning throughout the Bachelor of Social Work program.

The Thursday morning class time is set aside for small groups to work on the allocated group tasks. Groups may, however, need to organise additional group meeting times outside of class times. A group discussion board will also be established for each small group on the online Blackboard site.

Groups are expected to work cooperatively in deciding how to approach each task and how work will be distributed and managed between group members. Some time will be spent in the first group meeting discussing group expectations and negotiating an agreement on how the group can work effectively together. Group members are to take responsibility for developing strategies for managing group processes and addressing any conflict that may arise in the group. The course coordinator (Debbie Plath Room: W228) will be available as a resource to groups during the group meetings scheduled in class times and is also available during consultation times to discuss any concerns in relation to the content or processes entailed in the group task.

Details on the requirements for each group task and the criteria against which tasks will be assessed will be provided at the commencement of each of the 3 units.

**Studentmail and Blackboard**: Refer - www.blackboard.newcastle.edu.au/

This course uses Blackboard and studentmail to contact students, so you are advised to keep your email accounts within the quota to ensure you receive essential messages. To receive an expedited response to queries, post questions on the Blackboard discussion forum if there is one, or if emailing staff directly use the course code in the subject line of your email. Students are advised to check their studentmail and the course Blackboard site on a weekly basis.
Written Assignment Presentation and Submission Details

Students are required to submit assessment items by the due date. Late assignments will be subject to the penalties described below.

**Hard copy submission:**
- **Type your assignments:** All work must be typewritten in 11 or 12 point black font. Leave a wide margin for marker’s comments, use 1.5 or double spacing, and include page numbers.
- **Word length:** The word limit of all assessment items should be strictly followed – 10% above or below is acceptable, otherwise penalties may apply.
- **Proof read your work** because spelling, grammatical and referencing mistakes will be penalised.
- **Staple the pages** of your assignment together (do not use pins or paper clips).
- **University Assessment Item Coversheet:** All assignments must be submitted with the University coversheet available at: [http://www.newcastle.edu.au/study/forms/](http://www.newcastle.edu.au/study/forms/)
- **By arrangement with the relevant lecturer, assignments may be submitted at any Student Hub located at:**
  - Level 3, Shortland Union, Callaghan
  - Level 2, Student Services Centre, Callaghan
  - Ground Floor, University House, City
  - Opposite Café Central, Ourimbah
- **Date-stamping assignments:** All students must date-stamp their own assignments using the machine provided at each Student Hub. If mailing an assignment, this should be address to the relevant School. Mailed assignments are accepted from the date posted, confirmed by a Post Office date-stamp; they are also date-stamped upon receipt by Schools.
- **Do not fax or email assignments:** Only hard copies of assignments will be considered for assessment. Inability to physically submit a hard copy of an assignment by the deadline due to other commitments or distance from campus is an unacceptable excuse.
- **Keep a copy of all assignments:** It is the student’s responsibility to produce a copy of their work if the assignment goes astray after submission. Students are advised to keep updated back-ups in electronic and hard copy formats.

**Online copy submission to Turnitin**
In addition to hard copy submission, students are required to submit an electronic version of the following assignments to Turnitin via the course Blackboard website available @ [www.blackboard.newcastle.edu.au/](http://www.blackboard.newcastle.edu.au/)

**Individual Written Assignment – 50%**

Prior to final submission, all students have the opportunity to submit one draft of their assignment to Turnitin to self-check their referencing. Assignments will not be marked until both hard copy and online versions have been submitted. Marks may be deducted for late submission of either version.

**Academic Integrity**

Integrity, honesty, and a respect for knowledge and truth are the bases of all academic endeavours in teaching, learning and research. To preserve the quality of learning, both for the individual and for others enrolled, the University imposes severe sanctions on activities that undermine academic integrity.

There are two major categories of academic dishonesty:

(a) **Academic Fraud,** in which a false representation is made to gain an unjust advantage by, for example,

- the falsification of data
- reusing one’s own work that has been submitted previously and counted towards another course (without permission)
- misconduct in Examinations
(b) Plagiarism, which is the presentation of the thoughts or works of another as one's own. Plagiarism includes

- copying, paraphrasing, or using someone else’s ideas without appropriate acknowledgement
- failure to identify direct quotation through the use of quotation marks
- working with others without permission and presenting the resulting work as though it were completed independently.

Please note that aiding another student to plagiarise (e.g. by lending assignments to other students) is also a violation of the Plagiarism Policy and may invoke a penalty.

For further information on the University policy on plagiarism, please refer to the Policy on Student Academic Integrity at the following link - http://www.newcastle.edu.au/policylibrary/000608.html

Penalties for Late Assignments
Assignments submitted after the due date, without an approved extension of time will be penalised by the reduction of 5% of the possible maximum mark for the assessment item for each day or part day that the item is late. Weekends count as one day in determining the penalty. Assessment items submitted more than ten days after the due date will be awarded zero marks.


Refer - ‘Rules Governing the Administration of Assessment Items - Rule 000113’ available @ http://www.newcastle.edu.au/policylibrary/000113.html (section 18)

Special Circumstances
Students wishing to apply for Special Circumstances or Extension of Time should apply online. Refer - ‘Special Circumstances Affecting Assessment Items - Procedure 000641’ available @ http://www.newcastle.edu.au/policylibrary/000641.html

No Assignment Re-submission
Students who have failed an assignment are not permitted to revise and resubmit it in this course. However, students are always welcome to contact their Tutor, Lecturer or Course Coordinator to make a consultation time to receive individual feedback on their assignments.

Re-marks & Moderations
A student may only request a re-mark of an assessment item before the final result - in the course to which the assessment item contributes - has been posted. If a final result in the course has been posted, the student must apply under ‘Procedures for Appeal Against a Final Result’ (Refer - http://www.newcastle.edu.au/study/forms/).

Students concerned at the mark given for an assessment item should first discuss the matter with the Course Coordinator. If subsequently requesting a re-mark, students should be aware that as a result of a re-mark the original mark may be increased or reduced. The case for a re-mark should be outlined in writing and submitted to the Course Coordinator, who determines whether a re-mark should be granted, taking into consideration all of the following:

1. whether the student had discussed the matter with the Course Coordinator
2. the case put forward by the student for a re-mark
3. the weighting of the assessment item and its potential impact on the student’s final mark or grade
4. the time required to undertake the re-mark
5. the number of original markers, that is,
   a) whether there was a single marker, or
   b) if there was more than one marker whether there was agreement or disagreement on the marks awarded.
A re-mark may also be initiated at the request of the Course Coordinator, the Head of School, the School Assessment Committee, the Faculty Progress and Appeals Committee or the Pro Vice-Chancellor. Re-marks may be undertaken by:

1. the original marker; or
2. an alternate internal marker; or
3. an alternate external marker (usually as a consequence of a grievance procedure).

Moderation may be applied when there is a major discrepancy (or perceived discrepancy) between:

1. the content of the course as against the content or nature of the assessment item(s)
2. the content or nature of the assessment item(s) as against those set out in the Course Outline
3. the marks given by a particular examiner and those given by another in the same course
4. the results in a particular course and the results in other courses undertaken by the same students.

For further detail on this University policy refer - ‘Re-marks and Moderations - Procedure 000769’ available @ http://www.newcastle.edu.au/policylibrary/000769.html

**Return of Assignments**
Students can collect assignments from a nominated Student Hub during office hours. Students will be informed during class which Hub to go to and the earliest date that assignments will be available for collection. Students must present their student identification card to collect their assignment.


**Preferred Referencing Style**
In this course, it is recommended that you use the Harvard in-text referencing system (similar to the APA system) for referencing sources of information used in assignments. Inadequate or incorrect reference to the work of others may be viewed as plagiarism and result in reduced marks or failure.

An in-text citation names the author of the source, gives the date of publication, and for a direct quote includes a page number, in parentheses. At the end of the paper, a list of references provides publication information about the source; the list is alphabetised by authors’ last names (or by titles for works without authors). For further information on referencing and general study skills refer - ‘Infoskills’ available @ www.newcastle.edu.au/services/library/tutorials/infoskills/index.html

**Student Representatives**
Student Representatives are a major channel of communication between students and the School. Contact details of Student Representatives can be found on School websites.

Refer - ‘Information for Student Representatives on Committees’ available @ http://www.newcastle.edu.au/service/committees/student_reps/index.html

**Student Communication**
Students should discuss any course related matters with their Tutor, Lecturer, or Course Coordinator in the first instance and then the relevant Discipline or Program Convenor. If this proves unsatisfactory, they should then contact the Head of School if required. Contact details can be found on the School website.

**Essential Online Information for Students**
Information on Class and Exam Timetables, Tutorial Online Registration, Learning Support, Campus Maps, Careers information, Counselling, the Health Service and a range of free Student Support Services is available @ http://www.newcastle.edu.au/currentstudents/index.html

**NOTE:** A separate handout will be provided for each of the 3 learning units in this course. Assessment task details and learning resources will be included in these handouts.
| Grading guide | Fail (FF) | An unacceptable effort, including non-completion. The student has not understood the basic principles of the subject matter and/or has been unable to express their understanding in a comprehensible way. Deficient in terms of answering the question, research, referencing and correct presentation (spelling, grammar etc). May include extensive plagiarism. |
| 49% or less | Pass (P) | The work demonstrates a reasonable attempt to answer the question, shows some grasp of the basic principles of the subject matter and a basic knowledge of the required readings, is comprehensible, accurate and adequately referenced. |
| 50% to 64% | Credit (C) | The work demonstrates a clear understanding of the question, a capacity to integrate research into the discussion, and a critical appreciation of a range of different theoretical perspectives. A deficiency in any of the above may be compensated by evidence of independent thought. The work is coherent and accurate. |
| 65% to 74% | Distinction (D) | Evidence of substantial additional reading and/or research, and evidence of the ability to generalise from the theoretical content to develop an argument in an informed and original manner. The work is well organised, clearly expressed and shows a capacity for critical analysis. |
| 75% to 84% | High Distinction (HD) | All of the above, plus a thorough understanding of the subject matter based on substantial additional reading and/or research. The work shows a high level of independent thought, presents informed and insightful discussion of the topic, particularly the theoretical issues involved, and demonstrates a well-developed capacity for critical analysis. |

<table>
<thead>
<tr>
<th>Week</th>
<th>Week Commencing</th>
<th>Topic</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>21/07/2008</td>
<td>Introduction to the course &amp; formation of small groups</td>
</tr>
<tr>
<td>2</td>
<td>28/07/2008</td>
<td>Unit 1: YOUTH</td>
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<tr>
<td></td>
<td></td>
<td>Note: 9.30 – 11.30 Tuesday 29 July visit to “The Loft” Youth Venue 1/7a Wolfe St. (off Newcastle Mall)</td>
</tr>
<tr>
<td>3</td>
<td>04/08/2008</td>
<td>Unit 1: YOUTH</td>
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<tr>
<td>4</td>
<td>11/08/2008</td>
<td>Unit 1: YOUTH</td>
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<tr>
<td>5</td>
<td>18/08/2008</td>
<td>Unit 1: YOUTH</td>
</tr>
<tr>
<td>6</td>
<td>25/08/2008</td>
<td>Unit 2: SEXUAL ORIENTATION</td>
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<tr>
<td>7</td>
<td>01/09/2008</td>
<td>Unit 2: SEXUAL ORIENTATION</td>
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<tr>
<td>8</td>
<td>08/09/2008</td>
<td>Unit 2: SEXUAL ORIENTATION</td>
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<tr>
<td>9</td>
<td>15/09/2008</td>
<td>Unit 2: SEXUAL ORIENTATION</td>
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<tr>
<td>10</td>
<td>22/09/2008</td>
<td>Unit 3: AGEING</td>
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<td>Semester Recess: Monday 29 September to Friday 10 October 2008</td>
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<tr>
<td>11</td>
<td>13/10/2008</td>
<td>Unit 3: AGEING</td>
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<tr>
<td>12</td>
<td>20/10/2008</td>
<td>Unit 3: AGEING</td>
</tr>
<tr>
<td>13</td>
<td>27/10/2008</td>
<td>Unit 3: AGEING – Individual oral presentations &amp; SW conference</td>
</tr>
<tr>
<td>14</td>
<td>03/11/2008</td>
<td>Feedback &amp; closure</td>
</tr>
</tbody>
</table>