THEO1040 - Introduction to Theological Method

Course Outline

Course Co-ordinator: Rev. Bruce Perry
Room: University Chaplaincy Centre, Shortland Bldg.
Ph: Chaplaincy Centre 4921 5571
Fax: 
Email: Bruce.h.perry@newcastle.edu.au
Consultation hours: Tuesdays 9am-2pm on campus; otherwise by email

Semester 1 - 2009
Unit Weighting 10
Teaching Methods Lecture
Tutorial

Brief Course Description
This course engages students with the relationship between theology and social context at an introductory level. Through lectures and tutorials students will be introduced to a wide range of theological understandings as socially located reflections upon religious experience and practice, investigations of truth and statements of identity.

Following a broad and indicative introduction to the themes and methods of Christian theology, the course presents and critically examines a number of key contemporary theologies which arise out of specific social and political concerns, including those of gender, race, economics and ecology. The course content recognizes the wide breadth of contemporary theological positions in the Christian tradition and seeks to help students to begin to interrogate these understandings with reference to topical issues in Australian culture.

Contact Hours
Lecture for 1 Hour per Week for the Full Term
Tutorial for 2 Hours per Week for the Full Term
3 contact hours per week for 13 weeks through 1 hour lecture, plus 2 hour of tutorials based on set-text.
Course commences in week 1 of semester.

Learning Materials/Texts

Course Objectives
Course Outline Issued and Correct as at: Week 1, Semester 1 - 2009

CTS Download Date: 17 February 2009
The aim of the course is to:

Introduce students to a broad range of principles relating to the development of Christian theology;

Introduce students to the idea of Christian theology as one aspect of the multi-dimensional reality of Christian thought and praxis;

Provide students with illustrative examples of Christian theology as the expression of a changing Christian identity under the pressure of different social contexts;

Enable students to begin to make initial theological judgments about particular doctrinal developments and their social consequences.

Course Content
Lectures and Tutorials
Students will be required to attend a one hour lecture and a two hour tutorial on the theme of the lecture each week. The themes for this course will include: an introduction to Christian theology; primary narratives, the Bible and the necessity of theology for Christian community; Christian theology in historical perspective; the impact of social context on the formation of Christian theology; authority, rationality and truth in Christian theology; cautions and dangers of Christian theology; theology, social imagination and social transformation, and Christian theology, science and the environment.

Tutorials
Students will be required to attend and contribute to, or lead the tutorials. Written summaries or reflections based on discussion will be part of the assessment regime of the course. Readings for the tutorial will be identified at the start of the course.

Assessment Items

<table>
<thead>
<tr>
<th>Assessment Items</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Essays / Written Assignments</td>
<td>x 2, 1500 words each (50% of total mark)</td>
</tr>
<tr>
<td>Group/tutorial participation and contribution</td>
<td>Seminar leadership and participation - 500 words and tasks (30% of total mark)</td>
</tr>
<tr>
<td>Quiz - Class</td>
<td>2 x 1 hour short answer questions (20% total)</td>
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</table>

Assumed Knowledge
No assumed knowledge. This is an introductory level course.

Callaghan Campus Timetable
THEO1040
INTRODUCTION TO THEOLOGICAL METHOD
Enquiries: School of Humanities and Social Science
Semester 1 - 2009
Workshop Tuesday 10:00 - 12:00 [MCG25]
and Workshop Tuesday 12:00 - 13:00 [MCG25]

IMPORTANT UNIVERSITY INFORMATION

ACADEMIC INTEGRITY

Academic integrity, honesty, and a respect for knowledge, truth and ethical practices are fundamental to the business of the University. These principles are at the core of all academic endeavour in teaching, learning and research. Dishonest practices contravene academic values, compromise the integrity of research and devalue the quality of learning. To preserve the quality of learning for the individual and others, the University may impose severe sanctions on activities that undermine academic integrity. There are two major categories of academic dishonesty:
**Academic fraud** is a form of academic dishonesty that involves making a false representation to gain an unjust advantage. Without limiting the generality of this definition, it can include:

a) falsification of data;
b) using a substitute person to undertake, in full or part, an examination or other assessment item;
c) reusing one’s own work, or part thereof, that has been submitted previously and counted towards another course (without permission);
d) making contact or colluding with another person, contrary to instructions, during an examination or other assessment item;
e) bringing material or device(s) into an examination or other assessment item other than such as may be specified for that assessment item; and
f) making use of computer software or other material and device(s) during an examination or other assessment item other than such as may be specified for that assessment item.
g) contract cheating or having another writer compete for tender to produce an essay or assignment and then submitting the work as one's own.

**Plagiarism** is the presentation of the thoughts or works of another as one's own. University policy prohibits students plagiarising any material under any circumstances. Without limiting the generality of this definition, it may include:

a) copying or paraphrasing material from any source without due acknowledgment;
b) using another person's ideas without due acknowledgment;
c) collusion or working with others without permission, and presenting the resulting work as though it were completed independently.

**Turnitin** is an electronic text matching system. During 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 text matching service (which may then retain a copy of the item on its database for the purpose of future checking).
- Submit the assessment item to other forms of plagiarism checking

**RE-MARKS AND MODERATIONS**
Students can access the University's policy at: [http://www.newcastle.edu.au/policylibrary/000769.html](http://www.newcastle.edu.au/policylibrary/000769.html)

**MARKS AND GRADES RELEASED DURING TERM**
All marks and grades released during term are indicative only until formally approved by the Head of School.

**SPECIAL CIRCUMSTANCES AFFECTING ASSESSMENT ITEMS**

*Extension of Time for Assessment Items, Deferred Assessment and Special Consideration for Assessment Items or Formal Written Examinations* items must be submitted by the due date in the Course Outline unless the Course Coordinator approves an extension. Unapproved late submissions will be penalised in line with the University policy specified in **Late Penalty** above.

Requests for Extensions of Time must be lodged no later than the due date of the item. This applies to students:
- applying for an extension of time for submission of an assessment item on the basis of medical, compassionate, hardship/trauma or unavoidable commitment; or
- 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.
Students must report the circumstances, with supporting documentation, as outlined in the Special Circumstances Affecting Assessment Items Procedure at: http://www.newcastle.edu.au/policylibrary/000641.html

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

**Students should be aware of the following important deadlines:**

- Special Consideration Requests must be lodged no later than 3 working days after the due date of submission or examination.
- Rescheduling Exam requests must be received no later than 10 working days prior the first date of the examination period.

*Late applications may not be accepted.* Students who cannot meet the above deadlines due to extenuating circumstances should speak firstly to their Program Officer or their Program Executive if studying in Singapore.

**STUDENTS WITH A DISABILITY OR CHRONIC ILLNESS**

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 contact the Disability Liaison Officer on 02 4921 5766, 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 on confidentiality and documentation visit the Student Support Service (Disability) website: www.newcastle.edu.au/services/disability.

**CHANGING YOUR ENROLMENT**

Students enrolled after the census dates listed below are liable for the full cost of their student contribution or fees for that term.

- For Semester 1 courses: 31 March 2009
- For Semester 2 courses: 31 August 2009
- For Trimester 1 courses: 18 February 2009
- For Trimester 2 courses: 9 June 2009
- For Trimester 2 courses: 9 June 2009
- For Trimester 3 courses: 22 September 2009

**Singapore Census Dates**
- For Trimester 1 Singapore courses: 27 January 2009
- For Trimester 2 Singapore courses: 26 May 2009
- For Trimester 3 Singapore courses: 22 September 2009

**Block Census Dates**
- Block 1: 16 January 2009
- Block 2: 13 March 2009
- Block 3: 15 May 2009
- Block 4: 10 July 2009
- Block 5: 11 September 2009
- Block 6: 16 November 2009

Students may withdraw from a course without academic penalty on or before the last day of term. Any withdrawal from a course after the last day of term will result in a fail grade. **Students cannot enrol in a new course after the second week of term,** except under exceptional circumstances. Any application to add a course after the second week of term 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 go to myHub: https://myhub.newcastle.edu.au
STUDENT INFORMATION & CONTACTS

Various services are offered by the Student Support Unit:
www.newcastle.edu.au/service/studentsupport/

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. Student Hubs are located at:

<table>
<thead>
<tr>
<th>Campus</th>
<th>Location</th>
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</thead>
<tbody>
<tr>
<td>Callaghan Campus</td>
<td>Shortland Hub: Level 3, Shortland Building</td>
</tr>
<tr>
<td></td>
<td>Hunter Hub: Level 2, Student Services Centre</td>
</tr>
<tr>
<td>City Precinct</td>
<td>City Hub &amp; Information Common, University</td>
</tr>
<tr>
<td></td>
<td>House</td>
</tr>
<tr>
<td>Central Coast Campus</td>
<td>Student Hub: Opposite the Main Cafeteria</td>
</tr>
</tbody>
</table>

Port Macquarie students
contact your program officer or
EnquiryCentre@newcastle.edu.au
Phone 4921 5000

Singapore students
contact your PSB Program Executive

OTHER CONTACT INFORMATION

<table>
<thead>
<tr>
<th>Faculty Websites</th>
<th>Rules Governing Undergraduate Academic Awards</th>
<th>Rules Governing Postgraduate Academic Awards</th>
<th>Rules Governing Professional Doctorate Awards</th>
</tr>
</thead>
<tbody>
<tr>
<td><a href="http://www.newcastle.edu.au/faculty/education-arts/">www.newcastle.edu.au/faculty/education-arts/</a></td>
<td></td>
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</tr>
<tr>
<td><a href="http://www.newcastle.edu.au/faculty/engineering/">www.newcastle.edu.au/faculty/engineering/</a></td>
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<tr>
<td><a href="http://www.newcastle.edu.au/faculty/health/">www.newcastle.edu.au/faculty/health/</a></td>
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<tr>
<td><a href="http://www.newcastle.edu.au/faculty/science-it/">www.newcastle.edu.au/faculty/science-it/</a></td>
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</tr>
</tbody>
</table>

General enquiries
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

This course outline will not be altered after the second week of the term except under extenuating circumstances with Head of School approval. Students will be notified in advance of the change.

--------------------------------------------------------------- End of CTS Entry ---------------------------------------------------------------
Important Additional Information
Details about the following topics are available on your course Blackboard site (where relevant). Refer - www.blackboard.newcastle.edu.au/

- Written Assignment Presentation and Submission Details
- Online copy submission to Turnitin
- Penalties for Late Assignments
- Special Circumstances
- No Assignment Re-submission
- Re-marks & Moderations
- Return of Assignments
- Preferred Referencing Style
- Student Representatives
- Student Communication
- Essential Online Information for Students

Preparation for lectures and tutorials
It is expected that the student will have read the assigned readings for each week’s tutorial, and will attend all lectures and tutorials. The course lecturer will assist students in recognising the appropriate reference books and journals in Theology.

Student Assessment
Students are required to submit all written assignments in electronic form via Turnitin on Blackboard as well as a hard copy. The hard copy may be handed in during the class session, or to the Student Hub. Students can expect to receive feedback on the written assignments and seminar task. Assessment is based on the stated course learning objectives (as indicated for each assignment), in keeping with the University’s policy (http://www.newcastle.edu.au/policylibrary/000779.html).

Summary Table of Assessment

<table>
<thead>
<tr>
<th>Task</th>
<th>Description of Topic</th>
<th>Weight</th>
<th>Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Essay 1</td>
<td>1500 words – topic to be provided in class</td>
<td>25%</td>
<td>April 7</td>
</tr>
<tr>
<td>Essay 2</td>
<td>1500 words – topic to be provided in class</td>
<td>25%</td>
<td>May 19</td>
</tr>
<tr>
<td>Group/tutorial participation</td>
<td>See notes below</td>
<td>10%</td>
<td>ongoing</td>
</tr>
<tr>
<td>Tutorial leadership</td>
<td>Leadership task (see notes below and topics TBA) + 500 word summary</td>
<td>20%</td>
<td>TBA in class</td>
</tr>
<tr>
<td>Quiz 1 – in class</td>
<td>5 short answer questions (100 words each)</td>
<td>10%</td>
<td>April 28</td>
</tr>
<tr>
<td>Quiz 2 – in class</td>
<td>5 short answer questions (100 words each)</td>
<td>10%</td>
<td>June 2</td>
</tr>
</tbody>
</table>

Formative Assessment.
Students may submit a draft assignment up to 2 weeks before the due date of each written task - if they seek informal advice to improve the quality of their work. This draft is for feedback only. No grade will be given, nor is it a submission by default.
Grading (Summative Assessment).
Assignment marks and tutorial contribution will determine overall course grade. Both grading and feedback will use a standards-based assessment model. These processes will be explained in the first session.

Group/Tutorial Participation
Each student is required to participate in the seminars, and this will also be assessed in terms of preparation, which should take no more than one hour of work per week. (Compare this with the preparation needed by the student leading the seminar - who will study the set reading more closely and plan how best to promote, focus and summarise the group’s learning outcomes).

Each student in the rest of the group (ie. non-presenters) for that week will need to prepare by:
1/ Reading the set text (approx. 25 to 30 mins.), and then on half an A4 page, along with their name, number, date and set reading title,
2/ Write two questions that arise from their cursory reading for that week; and below that
3/ In 50 words or less, state why they think those questions are appropriate and significant.
This written task must be handed in before the seminar session begins. It is too late to submit it during or after the seminar.
4/ Each student must submit ten of these short papers (2 questions plus critical comment) during the semester. Their five best papers will be judged (for 2 marks each), making a total of 10%.

Leading a Tutorial
Besides reading the topic prior to each weekly tutorial, each student is also expected to lead a tutorial (information on this is available on the course Blackboard). Dates and topics for leading a tutorial and reflecting on the session will be assigned in class. The student must give the lecturer a written preview (max. 200 words, dot-points on one A4 page) of the intended group process, main points and bibliography used, before the session. One week after, the student must provide a written summary (300 words) of what has been learnt as a result of the discussion, and what could have been done differently to improve the tutorial. A standard report form will be used to provide feedback on their tutorial plan and leadership on this task.

Class Quizzes
The two short quizzes (75 mins. duration on April 28 and June 2) are to check students’ progressive growth in understanding and applying what they have learnt during the semester. Each will involve a selection of (5) short answer questions (100 words each) relating to topics discussed in seminars in the previous five weeks - accentuating the importance of attending classes and participating in tutorials.

Written assignments
The two assignments are of equal weight (25%), and must be in by 5pm on the due dates. These are sequenced during the semester to give students timely feedback on their progress, which will be based on a standard report form using grading criteria. This form is available in the Assessment section of the course Blackboard.

Students should note. 1500 words may seem quite constricting, but this course emphasises skills in writing balanced, insightful, succinct essays. These need to be set out in appropriate academic style, with adequate footnoting and bibliographic detail. For this first year course, a bibliographic list of up to 5 significant references is expected. The 1500 word count does not include footnotes, bibliography or appendices.

Students are encouraged to use the conventions for citations and abbreviations found in the SBL Handbook of Style. An extract (pp. 64-7) will be made available to students in class and/or online via Blackboard for this course.

Detailed information on the assignment topics and tutorial readings will be provided in Week 1.
**Assignment 1** (1500 words). Must be submitted by **5pm on April 7**.

**Assignment 2** (1500 words) Must be submitted by **5pm on May 19**.

Primary text

Textbook readings will be advised on a weekly basis.

**Semester Weeks, Dates, Lecture Topics and Assignments Due for THEO1040**

<table>
<thead>
<tr>
<th>Week</th>
<th>Date of class</th>
<th>Lecture Topic</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>03/03/2009</td>
<td>Introduction to course; seminar topics &amp; assignments</td>
</tr>
<tr>
<td>2</td>
<td>10/03/2009</td>
<td>Lecture: The Existence of God (“we believe in one God”)</td>
</tr>
<tr>
<td>3</td>
<td>17/03/2009</td>
<td>Introduction to Christology; (“we believe in one Lord, Jesus Christ”)</td>
</tr>
<tr>
<td>4</td>
<td>24/03/2009</td>
<td>Soteriology (“who for us came down from Heaven”)</td>
</tr>
</tbody>
</table>
| 5    | 31/03/2009    | Anthropology (“and became truly human”)  
(31st March Last day to withdraw without financial penalty.) |
| 6    | 07/04/2009    | Biblical Theology (“in accordance with the Scriptures”)  
**Essay 1 due** |
| 7    | 13/04/2009    | Semester Recess: Friday 10th April – Friday 17th April includes Easter |
| 8    | 21/04/2009    | The Kingdom of God (“and his Kingdom will have no end”)  
**Class Quiz 1** |
| 9    | 28/04/2009    | Trinitarian Theology (“we believe in the Holy Spirit”)  
**Worship (“who with the Father and Son is worshipped…”** |
| 10   | 05/05/2009    | Theologians (“who has spoken through the prophets”)  
**Essay 2 due** |
| 11   | 12/05/2009    | Ecclesiology (“we believe in one holy, catholic and apostolic Church”)  
**Essay 2 due** |
| 12   | 19/05/2009    | Problems in Theology: Eschatology (“The life of the world to come”)  
**Class Quiz 2** (5th June Last day to withdraw without failure.) |
| 13   | 02/06/2009    | Review of topics; student course evaluation;  
**Class Quiz 2** (5th June Last day to withdraw without failure.) |

**Examination period:** Monday 9th June to Friday 26th June 2009
Important Additional Information

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 should be typewritten unless this is impossible for the student. Type in 11 or 12 point black font. Leave a wide margin for marker’s comments. Use 1.5 or double spacing. 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**: Spelling, grammatical and referencing mistakes will be penalised.
- **Staple the pages** of your assignment together. Do not use pins or paper clips. Do not use plastic covers.
- **University Assessment Item Coversheet**: All assignments must be submitted with the University coversheet stapled to the front. The coversheet is available at: [http://www.newcastle.edu.au/study/forms/](http://www.newcastle.edu.au/study/forms/)
- **Essays should be submitted at any Student Hub**. Hubs are 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.
- **Seminar Leadership Reports should be submitted at tutorials**. They should have a coversheet, but need not be date-stamped.
- **Do not fax or email assignments**: Only hard copies of assignments or those submitted via [Turnitin](http://www.newcastle.edu.au/study/forms/) on the course Blackboard 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 SUBMISSION OF ASSIGNMENTS TO TURNITIN

In addition to hard copy submission, students are required to submit an electronic version of essay assignments to Turnitin via the course Blackboard website:

When you have finished your essay, go into the THEO1040 Blackboard Course, click on the ‘Assignments’ button in the sidebar, and click on the ‘Essay’ assignment.

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.

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

If you require an extension, or special consideration, for any assessment item worth more than 20%, you must apply through the online Special Circumstances System. For THEO1040, this applies to the essays.

To apply, go here: http://webapps.newcastle.edu.au/index.cfm

For information about applying, see: http://www.newcastle.edu.au/study/enrolment/SpecialCircumstancesChecklist20070402.doc

For Special Considerations policy information, see ‘Special Circumstances Affecting Assessment Items - Procedure 000641’: http://www.newcastle.edu.au/policylibrary/000641.html

If you require an extension or special consideration for any smaller assessment item (worth 20% or less), speak to the Course Lecturer in person or by email.

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 Lecturer 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

For THEO1040, students will be able to collect their marked Essays and Quizzes from a nominated Student Hub during office hours. Students will be informed during classes which Hub to go to, and the earliest dates that assignments will be available for collection. Students must present their own student identification cards to collect their assignments. Marked Seminar Leadership Reports will be returned to students in seminars. All marks will be entered in the Blackboard Gradebook for THEO1040, for students to check their marks for themselves.


PREFERRED REFERENCING STYLE

Your Essay and Seminar Leadership Report must include referencing where appropriate to all the sources you have used in your essay. This includes sources from which you have gathered any information that is deeper than an obvious general-knowledge type of information. It includes sources for any quotations you use, and sources of any theological understandings, interpretations or arguments that you make use of. Whichever style you use for your references and bibliography, you must do it correctly and consistently. Inadequate or incorrect referencing to the work of others may be viewed as plagiarism, and may result in reduced marks or failure.

Further information on referencing and general study skills can be obtained from: Infoskills: www.newcastle.edu.au/services/library/tutorials/infoskills/index.html
### GRADING GUIDE

<table>
<thead>
<tr>
<th>Grade</th>
<th>Description</th>
</tr>
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<tbody>
<tr>
<td>49% or less</td>
<td><strong>Fail (FF)</strong>&lt;br&gt;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.</td>
</tr>
<tr>
<td>50% to 64%</td>
<td><strong>Pass (P)</strong>&lt;br&gt;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.</td>
</tr>
<tr>
<td>65% to 74%</td>
<td><strong>Credit (C)</strong>&lt;br&gt;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.</td>
</tr>
<tr>
<td>75% to 84%</td>
<td><strong>Distinction (D)</strong>&lt;br&gt; 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.</td>
</tr>
<tr>
<td>85% upwards</td>
<td><strong>High Distinction (HD)</strong>&lt;br&gt;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.</td>
</tr>
</tbody>
</table>

### 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.


### 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](http://www.newcastle.edu.au/currentstudents/index.html)