

DESIGN STUDIES STREAM STUDENT LEARNING CONTRACT 2011

YOUR FULL NAME:

STUDENT NUMBER:

RMIT EMAIL ADDRESS:

PLEASE CIRCLE OR HILIGHT THE COURSE YOU ARE ENROLLED IN:

SEMESTER ONE		SEMESTER TWO		
GRAP 1041: DESIGN STUDIES 1	GRAP 1043: DESIGN STUDIES 2	GRAP 1042: DESIGN STUDIES 3	GRAP 1044: DESIGN STUDIES 4	GRAP 2225: METHODS IN DESIGN RESEARCH AND PRACTICE

TUTORIAL TITLE:

LECTURER:

Briefly discuss what capabilities you are aiming to learn / develop and what challenges you will set for yourself in this tutorial:

In signing and lodging this form I agree to fulfill the following:

- *I commit to an active class participation rate of no less than 80%*
- *I commit to engaging in all peer review activities*
- *I will keep track of my learning and discuss my aspired grading with my lecturer*
- *I will submit all assessment tasks on the due date as specified by your lecturer*
- *I will ensure that all work that I engage in will be done so in accordance with RMIT Universities policy on academic integrity*

Please HIGHLIGHT the grade that you are aspiring to attain so that your lecturer has a clear idea of your actual level of your commitment to the course in view of what you aim to learn and how you aim to demonstrate that learning through assessment tasks:
(see over for description of what each grade means)

PA
Pass
50-59%

CR
Credit
60- 69%

DI
Distinction
70- 79%

HD
High
Distinction
80- 100%

Your signature:

Date:

NOTE: TO BE COMPLETED, PRINTED AND PROVIDED TO YOUR LECTURER BY WEEK 3 OF THE COURSE

PARTICIPATION IN COURSE WORK

There is an expectation for all students to participate in a minimum of 80% of scheduled classes and associated learning activities. 80% participation in face-to-face course work is a simple responsibility of being a university student. Attending and Participating in course work is an essential learning activity as it provides surety in the building of confidence and gives all students the opportunity to engage and learn from each other. Individual participation in coursework will be tracked by your lecturer and may be used as means of indicating whether you are either at risk of failure of the course or a re-negotiation of your aspirational grade. Courses in the Industrial Design Program use a face-to-face tutorial format that relies on discussion and peer to peer learning as its primary mechanism for capability development. Demonstrating your commitment to your university experience by formally communicating and enacting a minimum level of participation and attendance will benefit your learning.

Where a Student DOES NOT demonstrate a satisfactory level of participation the student may be notified that they are at risk of failure of a course and will be asked to attend an academic advisement meeting with academic staff.

The submission of all assessment tasks and the presentation of work at scheduled times and being involved in peer review and critique activities constitute an important aspect of your course participation.

Students that cannot fully commit to such a participation scheme are encouraged to review their individual appropriateness for the course and should consider withdrawing prior to the census date so as not to incur fees.

FAQ:

Q: What is "Active Participation"?

A:

- *Being on time to all classes, tutorials and lectures*
- *Being present in more than 80% of classes*
- *Engaging in tutorial discussions and activities*
- *Listening to your peers*
- *Engaging in peer review activities*
- *Engaging in reading and other activities set by your lecturer between classes*

Q: What is NOT "Active Participation"?

A:

- *Arriving late to class or leaving early is indicative of insufficient participation*
- *Not coming to class or Missing more than 20% of scheduled classes without communicating a sufficient reason*
- *Not engaging in discussions or activities*
- *Not listening to others*

Q: What if I don't participate to a satisfactory level but submit all assessment tasks?

A: *you will be assessed on the quality of the submissions alone. In this instance it is probable that your final grade will be below a pass standard simply because you will have missed important project related course content crucial for the delivery of assessment tasks to the standard required.*

Q: What if I participate in a manner that is deemed satisfactory but fail to all submit assessment tasks?

A: *This is considered a DNS. This will result in a fail grade for the course. Submitting all assessment tasks is an aspect of 'participation'.*

Q: What if I commit to fully participating in my course but unforeseeable circumstances prevent me from being able to attend 80% of scheduled classes?

A: *If you have issues that prevent you from attending classes (such as being sick) then you must contact your lecturer by email to inform them of your situation so that they can ensure that any course notes or any other important information can be forwarded to you, this is both a matter of professional courtesy and so that you minimize your chances of falling behind in the coursework.*

Q: What sort of issues are legitimate grounds for not attending a class?

A: *Being ill, incapacitated or deemed temporarily unfit for study by your doctor is a legitimate reason. You are to provide a medical certificate to your lecturer to substantiate your reason for being absent if your lecturer asks. Work commitments, social commitments or study commitments for other courses are not legitimate reasons for not attending a class. If you have ongoing issues that prevent you from participating in course work then you must talk to your lecturer and the course coordinator so that alternative arrangements can be negotiated. This may involve applying for special consideration through the Hub, or getting an extension for work that is due.*

Academic Grading

What each grading means in relation to the demonstration of a student's learning through the production and submission of assessment tasks is detailed below:

HD - High Distinction - 80-100%

- Outstanding work that demonstrates an exceptionally clear understanding of the area of study evidenced through highly original, reflective, critical and creative submissions.
- Evidence of a critical appreciation of the subject matter, excellent research, communication and management skills demonstrated through both the student's approach to the content and outcomes produced.
- A critical, creative and rigorous approach given to relevant issues, references and design.
- Being completely obsessive by making a commitment to the course that is extraordinary. Working towards the production of an exemplar of practice – doing something amazing, something that challenges and informs those that engage with your work.
- Being integral to discussions of the content in tutorial environments with peers and demonstrating a level of intellectual leadership
- Demonstrating your learning through very exceptionally high quality submissions

DI - Distinction - 70-79%

- Strong work demonstrating a very good understanding of the area of study evidenced through original and thoughtful submissions.
- Evidence of an appreciation of the subject matter, solid research, communication and management skills.

- A creative approach given to relevant issues, references and design.
- Deciding to work very hard, and committing large amounts of time, energy and thought to the inquiry.
- Spending a lot of time thinking and reading and talking about issues encountered with peers.
- Demonstrating your learning through very high quality submissions

CR - Credit - 60-69%

- Work that demonstrates competence in, and an understanding of the area of study.
- Evidence of solid work, good research and good communication skills through well managed and well produced submissions.
- Working consistently and thoughtfully in a manner that demonstrates a value of the course content.
- Balancing this course with other courses and still having a life outside of study.
- Demonstrating your learning through quality submissions

PA - Pass - 50-59%

- Satisfactory work that demonstrates a level of competence and a general understanding of the subject matter
- Submissions have evidence of required knowledge and skills but do not display a broad application of analytical and critical thinking.
- Making a decision that the course is valuable but not as crucial to your development as a designer at this point in time. Focusing on other areas of study or life.
- Demonstrating your learning through satisfactory submissions

NN - Fail - 0-49%

- Unsatisfactory work that does not demonstrate an understanding or appreciation for the area of study.
- Submissions show a distinct lack of care, thought and effort and do not meet the set academic requirements.
- Poor research, communication and design skills.
- An unsatisfactory level of participation in course work

DNS - Did Not Submit

- Assessment work was not submitted – This is a Fail result.

Late Submissions

Due dates for all projects should be considered deadlines:

- Work that is one day late will incur a penalty of ten marks from the assignment total of 100 marks.
- Work that is more than one day late will incur a penalty of ten marks plus five marks for each subsequent day to a maximum of ten working days.
- Work will not be accepted for assessment more than ten days after the submission date.

Extensions

It is the student's responsibility to seek permission in advance in writing for an extension of time for submission. Extension Agreement Forms are available from Industrial Design reception and must be agreed to, signed and lodged with the relevant Lecturer prior to the final submission date. Requests for a late submission should give reasons and relevant supporting information, i.e. doctors' certificated where appropriate. The course lecturer will not necessarily accept late work or agree to an extension of time.

Special Consideration And Equitable Assessment

If it can be anticipated that genuine issues potentially impact on more than one of your submissions or your overall course assessment, please discuss this with your lecturer immediately and make an appointment with the course coordinator so that appropriate arrangements can be made. RMIT has an equitable assessment program that students can access via the students page on the RMIT website or through the HUB.

Appeals

A Student that feels they have good grounds for appealing a final result received should contact the course coordinator so that the issue can be discussed and resolved. If, after discussions and mediation with the course coordinator, the student still feels they have adequate grounds for appealing the result the course coordinator will work with the student to lodge an official appeal with the Design and Social Context Portfolio.

Academic Conduct

The University has very strict policy on Plagiarism and very sophisticated ways of discovering it. If you use or are complicit in the use of someone else's ideas, text, imagery, or material without adequately giving reference to its origin then you are plagiarizing. Consequences for this can be exclusion from your degree program at most and immediate failure of courses as a minimum. Acts of plagiarism outside of the university context are considered theft. So do with the work of others as you would have done with yours and acknowledge its source. As a student of the university you must conduct yourself in a way that is acceptable. Universities are culturally diverse learning and working environments. To ensure the wellbeing of all individuals and the broader university community all activities by students and staff must be in accordance with RMIT University policies on academic conduct and occupational health and safety.

For information please visit and read the information provided at Academic Integrity @ RMIT:

<http://www.rmit.edu.au/browse:ID=kkc202lwe1yv>