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Submission of Assessment Tasks

The School has developed a guideline to help you when submitting a course assignment.

We encourage you to retain a copy of every assignment submitted for your own record either in hard copy or electronic form.

All assignments must have an assignment cover sheet attached.

Course completion

Course completion requires submission of all assignment items. Failure to submit all assignment items may result in being awarded an Unsatisfactory grade for the Course unless special consideration has been submitted and approved. Please note a competency hurdle of 50% is applied to the final assignment.

Late Submission of an Assignment

Full marks for an assignment are only possible when an assignment is received by the due date.

We understand that at times you may not be able to submit an assignment on time, and the School will accommodate any fair and reasonable extension. We would recommend you review the UNSW Special Consideration guidelines — see section below.

Late submission will not be accepted and will be considered as no submission.

Special Consideration

You can apply for special consideration through the [The Nucleus: Student Hub](#) when illness or other circumstances interfere with your assignment performance. Sickness, misadventure or other circumstances beyond your control may:

- Prevent you from completing a course requirement
- Keep you from attending an assessable activity
- Stop you submitting assessable work for a course
- Significantly impact your performance in assessable work, be it for a hand-in, semester examination, a class test, a laboratory test, a seminar presentation or any other form of assessment

We ask that you please contact the Course Convenor immediately once you have completed the special consideration application, no later than one week from submission.

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Academic Information

Course Results

In some instances your final course result may be withheld and not released on the UNSW planned date. This is indicated by a course grade result of either:

- **LE** – indicates you have not completed one or more items of assessment or
- **WD** – indicates there is an issue with one or more assessment or
- **WC** – which indicates you applied for Special Consideration due to illness or misadventure and the course results have not been finalised.

In either event it would be your responsibility to contact the Course Convener as soon as practicable but no later than five (5) working days after the release of the course result. If you don't contact the convener in time, you may be required to re-sit an assessment or re-sit the final exam, and may result in you failing the course. You would also have a NC (course not completed) mark on your transcript and would need to re-enrol in the course.

Studying a course in the School of Minerals and Energy Resources Engineering at UNSW

Reporting guide

The School has a available. A copy of this is available on the course Moodle site.

Computing Resources and Internet Access Requirements

UNSW Minerals and Energy Resources Engineering provides blended laboratories on-line via the Moodle LMS (eLearning Management System). Also see - Transitioning to Online Learning

It is essential that you have access to a PC or notebook computer. Mobile devices such as smartphones and tablets may complement learning, but access to a PC or notebook computer is also required. Note that some specialist engineering software is not available for Mac computers.

- Minimum Engineering Students: OMB 6 GB (,
- Petroleum Engineering Students: TETB L8 3 4 / L8 5

It is recommended that you have equipment/internet access to participate in forum discussion and group work. To run Moodle most effectively, you should have.

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Appendix: Engineers Australia (EA) Professional Engineer Competency Standard

Program Intended Learning Outcomes	
Knowledge and skill base	
PE1.1 Comprehensive, theory-based understanding of the underpinning natural and physical sciences and the engineering fundamentals applicable to the engineering discipline	
PE1.2 Conceptual understanding of the mathematics, numerical analysis, statistics, and computer and information sciences which underpin the engineering discipline	
PE1.3 In-depth understanding of specialist bodies of knowledge within the engineering discipline	
PE1.4 Discernment of knowledge development and research directions within the engineering discipline	
PE1.5 Knowledge of engineering design practice and contextual factors impacting the engineering discipline	
PE1.6 Understanding of the scope, principles, norms, accountabilities and bounds of sustainable engineering practice in the specific discipline	
Engineering application ability	
PE2.1 Application of established engineering methods to complex engineering problem solving	
PE2.2 Fluent application of engineering techniques, tools and resources	