

Faculty of Engineering and Information  
Sciences

School of Computing and Information  
Technology



UNIVERSITY  
OF WOLLONGONG  
AUSTRALIA

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## Subject Outline

# CSIT881

## Programming and Data Structures

Spring Session 2023

Wollongong, On Campus

Liverpool, On Campus

UOW Online Wollongong, Distance

*UOW may need to change teaching locations, teaching delivery and/or assessment delivery at short notice to ensure the safety and well-being of students and staff in response to the COVID-19 pandemic or other public health requirements.*

<b>Credit Points:</b>	6
<b>Pre-requisites:</b>	Nil
<b>Co-requisites:</b>	Nil
<b>Equivalences (or not to count with):</b>	CSIT810

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## Section A: Subject Information

### SUBJECT CONTACTS

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#### Subject Coordinator

<b>Name</b>	Dr Joseph Tonien
<b>Telephone</b>	42215712
<b>Email</b>	<a href="mailto:dong@uow.edu.au">dong@uow.edu.au</a>
<b>Room</b>	3.225
<b>Consultation Times</b>	Wednesday 10:30 - 12:30 Friday 10:30 - 12:30

#### Subject Coordinator

<b>Name</b>	Dr Xueqiao Liu
<b>Telephone</b>	42214353
<b>Email</b>	<a href="mailto:xueqiao@uow.edu.au">xueqiao@uow.edu.au</a>
<b>Room</b>	3.117
<b>Consultation Times</b>	Wednesday 14:30 - 16:30 Thursday 13:30 - 15:30

## SUBJECT DETAILS

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### Subject Description

This subject uses a modern programming language to introduce students to the fundamental programming concepts such as procedural programming, variable, data type, array, recursive function, conditional expression, selection statement, repeating the instruction. This subject also uses a modern programming language to describe the fundamental concepts of data structures and algorithms such as stack, linked list, queue, deque, sorting, searching, binary tree. With the development of appropriate abstract data types and algorithms, this subject also enhances student skills in the design and implementation of well-structured algorithms to solve a wide range of real-world problems

### Subject Learning Outcomes

On successful completion of this subject, students will be able to:

1. Effectively use functionality of modern programming language to implement algorithms.
2. Design and implement the abstract data types, and data structures suitable for appropriate programming problems.
3. Analyse wide classes of programming problems to implement appropriate data structures and algorithms.
4. Critically analyse programming style appropriate for implementation of complex computer programs.
5. Evaluate and contrast the performance of a range of problem-solving strategies to a range of problem types.

### Assessment Summary

No.	Assessment Name	Assessment Weight	Mapping to Subject Learning Outcome	Task Due
1	Programming assignments	40%	SLO1, SLO2, SLO3, SLO4, SLO5	5 Programming assignments with due date on Saturday of Week 3, Week 5, Week 7, Week 9 and Week 11, respectively
2	Final examination	60%	SLO1, SLO2, SLO3, SLO4, SLO5	UOW Exam Period

Detailed assessment information is available in Section B of the subject outline.

### Student Workload

Students should note that UOW policy equates 1 credit point with 2 hours of study per week, including lectures and tutorials/workshops/practicals, self-directed study and work on assessment tasks. For example, in a 6 credit point subject, a total of 12 hours of study per week is expected.

### Subject Changes and Response to Student Feedback

The School is committed to continual improvement in teaching and learning and takes into consideration student feedback from many sources. These sources include direct student feedback to tutors and lecturers, feedback through Student Services and the Faculty Central, and responses to the Subject Evaluation Surveys. This information is also used to inform comprehensive reviews of subjects and courses.

Assessment questions have been updated.

## Extraordinary Changes to the Subject Outline

In extraordinary circumstances the provisions stipulated in this Subject Outline may require amendment after the Subject Outline has been distributed. All students enrolled in the subject must be notified and have the opportunity to provide feedback in relation to the proposed amendment, prior to the amendment being finalised.

## Learning Analytics

*"Where Learning Analytics data (such as student engagement with Moodle, access to recorded lectures, University Library usage, task marks, and use of SOLS) is available to the Subject Coordinator, this may be used to assist in analysing student engagement, and to identify and recommend support to students who may be at risk of failure. If you have questions about the kinds of data the University uses, how we collect it, and how we protect your privacy in the use of this data, please refer to <https://www.uow.edu.au/about/privacy/index.html>".*

## Your Privacy - Lecture Recording

In accordance with the Student Privacy & Disclosure Statement, when undertaking our normal teaching and learning activities, the University may collect your personal information. This collection may occur incidentally during the recording of lectures in equipped venues (i.e., when your identity can be ascertained by your image, voice or opinion), therefore the University further advises students that:

- Lecture recordings are made available to students, university staff, and affiliates, securely on the university's Echo360 ALP (Active Learning Platform) and via the subject Moodle eLearning site;
- Recordings are made available only for which they were recorded, for example, as a supplemental study tool or to support equity and access to educational resources;
- Recordings are stored securely for up to four years.

If you have any concerns about the use or accuracy of your personal information collected in a lecture recording, you may approach your Subject Coordinator to discuss your particular circumstances.

The University is committed to ensuring your privacy is protected. If you have a concern about how your personal information is being used or managed please refer to the University's Privacy Policy or consult our Privacy webpage <https://www.uow.edu.au/privacy/>

## Additional Information About This Subject

N/A

## ELEARNING, READINGS, REFERENCES AND MATERIALS

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### Subject eLearning

The University uses the eLearning system Moodle to support all coursework subjects. To access eLearning you must have a UOW user account name and password, and be enrolled in the subject. eLearning is accessed via SOLS (Student Online Service). Log on to SOLS and then click on the eLearning link in the menu column.

The University is committed to providing a safe, respectful, equitable and orderly environment for the University community, and expects each member of that community to behave responsibly and ethically. Students must comply with the University's [Student Conduct Rules](#) and related policies including the [IT Acceptable Use Policy](#) and [Bullying Prevention Policy](#), whether undertaking their studies face-to-face or online. For more information on appropriate communication and etiquette in the online environment please refer to the guide [Online and Email Etiquette](#).

### Foundational Work Integrated Learning

This subject contains elements of 'Foundational WIL'. Students in this subject will observe, explore or reflect on possible career pathways or a work-related aspect of their discipline.

## **Major Text**

N/A

## **Recommended Readings**

Students are encouraged to use the UOW Library catalogue and databases to locate additional resources including the e-readings list: <https://ereadingsprd.uow.edu.au/>

## **References**

1. Python 3 documentation, <http://docs.python.org/3/>
2. Joey Bernard, Python Recipes Handbook: A Problem-Solution Approach, Apress, 2016.
3. Anany Levitin, Introduction to The Design and Analysis of Algorithms, 3rd Ed., Pearson, 2011.
4. Bradley N. Miller and David L. Ranum, Problem Solving with Algorithms and Data Structures using Python, 2nd Ed. , Franklin, Beedle and Associates Incorporated, 2011.
5. Kurt Mehlhorn, Peter Sanders, Algorithms and Data Structures: The Basic Toolbox, Springer, 2008

This is not an exhaustive list. Students are encouraged to use the UOW Library catalogue and databases to locate additional resources.

## **Other Resources**

N/A

## **Additional Requirements / Materials to be Purchased**

N/A

## LECTURES AND OTHER LEARNING ACTIVITIES

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### Lecture and Contact Hours

UOW may need to change teaching locations, teaching delivery and/or assessment delivery at short notice to ensure the safety and well-being of students and staff in response to the COVID-19 pandemic or other public health requirements.

Current timetable information is located at <https://www.uow.edu.au/student/timetables>

### Minimum Attendance Requirements

N/A

### Lecture Recordings

The University of Wollongong supports the recording of lectures as a supplemental study tool, to provide students with equity of access, and as a technology-enriched learning strategy to enhance the student experience.

If you make your own recording of a lecture you can only do so with the explicit permission of the lecturer and those people who are also being recorded. You may only use recorded lectures, whether they are your own or recorded by the university, for your own educational purposes. Recordings cannot be altered, shared or published on another platform, without permission of the University, and to do so may contravene the University's Copyright Policy, Privacy Policy, Intellectual Property Policy, IT Acceptable Use Policy and Student Conduct Rules. Unauthorised sharing of recordings may also involve a breach of law under the Copyright Act 1969.

Most lectures in this subject will be recorded, when they are scheduled in venues that are equipped with lecture recording technology, and made available via the subject Moodle site with 48 hours.

### Lecture Schedule

This is a guide to the weekly lecture topics however the delivery date of these topics may on occasion vary due to unforeseen circumstances, such as the availability of a guest lecturer or access to other resources.



Week Beginning	Lecture Topics	Tutorial/Workshop/Laboratory/Demonstration/Field Work	Readings/Other subject information	Task Due
<b>Week 1</b> <b>24 Jul 2023</b> <b>(Monday)</b>	Subject Introduction, Input/Output	No computer lab	Lecture 1 presentation	
<b>Week 2</b> <b>31 Jul 2023</b> <b>(Monday)</b>	Input/Output	Lab exercise	Lecture 2 presentation	
<b>Week 3</b> <b>07 Aug 2023</b> <b>(Monday)</b>	Decision making: if - else Introduction to Data Structures	Lab exercise	Lecture 3 presentation	Assignment 1 due
<b>Week 4</b> <b>14 Aug 2023</b> <b>(Monday)</b>	For Loop	Lab exercise	Lecture 4 presentation	
<b>Week 5</b> <b>21 Aug 2023</b> <b>(Monday)</b>	While Loop Sorting Algorithm	Lab exercise	Lecture 5 presentation	Assignment 2 due
<b>Week 6</b> <b>28 Aug 2023</b> <b>(Monday)</b>	Function	Lab exercise	Lecture 6 presentation	
<b>Week 7</b> <b>04 Sep 2023</b> <b>(Monday)</b>	Class and Object Linear Data Structure	Lab exercise	Lecture 7 presentation	Assignment 3 due
<b>Week 8</b> <b>11 Sep 2023</b> <b>(Monday)</b>	Class and Object	Lab exercise	Lecture 8 presentation	
<b>Week 9</b> <b>18 Sep 2023</b> <b>(Monday)</b>	List Linear Data Structure	Lab exercise	Lecture 9 presentation	Assignment 4 due
<b>25 Sep 2023</b>	<b>Mid-Session Recess</b>			
<b>Week 10</b> <b>02 Oct 2023</b> <b>(Monday)</b>	Dictionary	Lab exercise	Lecture 10 presentation	
<b>Week 11</b> <b>09 Oct 2023</b> <b>(Monday)</b>	Exception Non-linear Data Structure	Lab exercise	Lecture 11 presentation	Assignment 5 due

<b>Week 12</b> <b>16 Oct 2023</b> <b>(Monday)</b>	File Handling	Lab exercise	Lecture 12 presentation	
<b>Week 13</b> <b>23 Oct 2023</b> <b>(Monday)</b>	Revision	No computer lab	Lecture 13 presentation	
<b>30 Oct 2023</b>	<b>Study Recess</b>			
<b>06 Nov 2023</b>	<b>Examinations</b>			
<b>13 Nov 2023</b>	<b>Examinations</b>			

## Section B: Assessment

### ASSESSMENT TASKS

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#### Minimum Performance Requirements

To be eligible for a Pass in this subject a student must achieve a mark of at least 35% in the final exam.

Students who do not meet the minimum performance requirements, as specified for each assessment, will receive a TF (Technical Fail) grade for this subject, which will appear on your Academic Transcript.

#### Requirements Related to Student Contributions

N/A

#### Referencing

Please consult the UOW Library website for further information: <https://uow.libguides.com/refcite>

#### Assessment Feedback

This resource explains feedback and overviews how to use feedback to improve your learning. Please refer to the UOW Learning Co-op resource for students on 'Understanding assessment feedback': <https://www.uow.edu.au/student/learning-co-op/assessments/understanding-assessment-feedback/>

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#### Detailed Assessment Information

Assessment 1			
Assessment Name	Programming assignments	Assessment Type	Assignment
Weighting	40%		
Subject Learning Outcomes Assessed	SLO1, SLO2, SLO3, SLO4, SLO5	Individual or Group Assessment	Individual
Assessment Due	5 Programming assignments with due date on Saturday of Week 3, Week 5, Week 7, Week 9 and Week 11, respectively		
Assessment Description and Criteria	<ul style="list-style-type: none"><li>- program code must be compiled without error, code with compile error may automatically result in zero mark;</li><li>- program code must pass all test cases (including hidden test cases), code that fails any test case may automatically result in zero mark;</li><li>- use proper data types and meaningful variable names;</li><li>- use clear and informative comments;</li><li>- non-redundant, efficient solution;</li><li>- correctness, completeness, and consistency with the assessment specifications.</li></ul> <p>You may be asked questions about your code in the computer lab. Your marks will be deducted if you could not answer the questions presented by the tutor.</p>		
Length / Duration	1-2 weeks		
Method of Submission	Online via Moodle		
Return of Assessed Work	Marks will be displayed on SOLS		

Assessment 2			
<b>Assessment Name</b>	Final examination	<b>Assessment Type</b>	Exam
<b>Weighting</b>	60%		
<b>Subject Learning Outcomes Assessed</b>	SLO1, SLO2, SLO3, SLO4, SLO5	<b>Individual or Group Assessment</b>	Individual
<b>Assessment Due</b>	UOW Exam Period		
<b>Assessment Description and Criteria</b>	<ul style="list-style-type: none"> <li>- program code must be compiled without error, code with compile error may automatically result in zero mark;</li> <li>- program code must pass all test cases (including hidden test cases), code that fails any test case may automatically result in zero mark;</li> <li>- use proper data types and meaningful variable names;</li> <li>- use clear and informative comments;</li> <li>- non-redundant, efficient solution;</li> <li>- correctness, completeness, and consistency with the assessment specifications.</li> </ul>		
<b>Length / Duration</b>	3 hours exam		
<b>Method of Submission</b>	To Be Announced		
<b>Return of Assessed Work</b>	Final result will be released on SOLS based on University schedule		

## Academic Integrity

The University's policy on acknowledgement practice and plagiarism provides detailed information about how to acknowledge the work of others: <https://www.uow.edu.au/about/policy/UOW058648.html>

The University's Academic Integrity Policy, Faculty Handbooks and subject guides clearly set out the University's expectation that students submit only their own original work for assessment and avoid plagiarising the work of others or cheating. Re-using any of your own work (either in part or in full), which you have submitted previously for assessment, is not permitted without appropriate acknowledgement or without the explicit permission of the Subject Coordinator. Plagiarism can be detected and has led to students being expelled from the University.

The use by students of any website that provides access to essays or other assessment items (sometimes marketed as 'resources'), is extremely unwise. Students who provide an assessment item (or provide access to an assessment item) to others, either directly or indirectly (for example by uploading an assessment item to a website) are considered by the University to be intentionally or recklessly helping other students to cheat. Uploading an assessment task, subject outline or other course materials without express permission of the university is considered academic misconduct and students place themselves at risk of being expelled from the University.

## SUBMISSION AND RETURN OF ASSESSMENTS

### Procedures for the Submission and Return of Assessed Work

Submission and return of assessment are outlined above in the corresponding assessment description.

End of session examinations are not returned to students. Students wishing to view their end of session examination will need to contact the subject coordinator to arrange a time for viewing. End of session examination papers are held by the School in a secure location for a period of one year before the papers are disposed of securely.

### Late Submission of Assessment Tasks and Penalties

Assessed work must be handed in by the date and time given.

- Penalties apply to all late assessments, except if student academic consideration has been granted. A new submission date may be given if Student Academic Consideration has been granted, however the late penalties below apply if not received by the new date.
- Late assignment submissions will attract a penalty of 25% *of the total possible marks of the assessment item* for each day or part thereof that the item is late, to a maximum penalty of receiving zero marks for the assessment item.
- Submissions received 4 days after the due date will receive no marks.
- If an assessment is submitted late, it will be marked in the normal way, and a penalty will then be applied.
- Submissions received 15 days after the due date will receive no feedback. However, lecturers may choose to provide feedback at their discretion.

For example: If a student submits an assessment item late, they will be penalised 10% of the total possible marks of the assessment item for each day or part thereof that the item is late, to a maximum penalty of receiving zero marks for the assessment item.

A student has a report due at 5pm on May 4. The report is worth 20% of the total mark for the subject, and is marked out of 50. The student submits the report at 11pm on May 6, which is 2 days and 4 hours after the due date. The student will be penalised 30% of the total value of the assessment because it is late by two full days and a part of a third day. 30% of the total value of the assessment item is 15 marks out of 50 for the report, and 6% of their total mark for the subject. So if their original mark on the report had been 30/50, they would receive a mark of 15/50 after the penalty was applied, which means that their report will contribute 6 marks to their total subject mark out of 100. If their original mark on the report had been 11/50, they would receive 0/50 after the penalty was applied, because the maximum penalty possible on any given assessment item is to receive zero marks for that item.

## Extensions

Extensions of time to submit material for assessment can only be requested in advance of the due date for an assessment activity through the Academic Consideration process on SOLS. For more information on the Policy, eligibility and how to apply see: <https://www.uow.edu.au/student/admin/academic-consideration/>

## Retention of Submitted Work

The University may retain copies of student work in order to facilitate quality assurance of assessment processes, in support of the continuous improvement of assessment design, assessment marking and for the review of the subject. The University retains records of students' academic work in accordance with the University Records Management Policy and the State Records Act 1988 and uses these records in accordance with the University Privacy Policy and the Privacy and Personal Information Protection Act 1998.

## GENERAL ASSESSMENT INFORMATION

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### Academic Consideration

If you believe that your submission of, performance in or attendance at an assessment activity, including an examination, has been affected on compassionate grounds, by illness or by other serious extenuating circumstances beyond your control, you can apply for academic consideration in Student OnLine Services (SOLS). Do not assume that an application for academic consideration will be automatically granted. For more information on the Policy, eligibility and how to apply see: <https://www.uow.edu.au/student/admin/academic-consideration/>

In some circumstances you may be offered a deferred exam. For more information about Deferred and Supplementary Exams refer to: <https://www.uow.edu.au/student/exams/aboutsupp/index.html>

### Reasonable Adjustment

If you have a disability or a medical condition which may disadvantage you in your assessment tasks, you can apply to have the conditions of your exams adjusted to take your disability or condition into account. In particular students cannot assume that a reasonable adjustment document automatically gives a right to a deferred or

supplementary exam. Students with a disability may be entitled to reasonable adjustment to assessment. A reasonable adjustment document obtained through Disability Services is a recommendation that needs to be discussed and ratified by subject coordinators. Normal subject assessment requirements can only be adjusted with the explicit written permission of the subject coordinator.

### **Deferred Exams**

Deferred Exams are for students who applied for Academic Consideration to request to postpone their exam, and had their application approved by their subject coordinator.

For more information about Supplementary or Deferred Exams refer to - <https://www.uow.edu.au/student/exams/supplementary-exams/>

For more information about Supplementary or Deferred Exams refer to - <https://www.uow.edu.au/student/exams/supplementary-exams/>

### **Supplementary Assessment**

Supplementary assessment may be offered to students whose performance in this subject is close to that required to pass the subject, and are otherwise identified as meriting an offer of a supplementary assessment. The Subject Coordinator will determine the precise form of supplementary assessment at the time the offer of a supplementary is made. In some circumstances you may be offered a supplementary exam. For more information about Supplementary Exams refer to: <https://www.uow.edu.au/student/exams/aboutsupp/index.html>

### **Scaling**

Marks awarded for any assessment task or part of any assessment task, including an examination may be subject to scaling at the end of the session. Marks will be scaled only when unpredicted circumstances occur and in order to ensure fairness of marking across groups of students. The method of scaling will depend on the type of scaling required by the circumstances. When scaling is deemed necessary, it will follow a detailed consideration by the Unit Assessment Committee and/or the Faculty Assessment Committee of the marks of the group of students concerned. Scaling will not affect any individual student's rank order within their cohort. For more information please refer to Standards for the Finalisation of Student Results Schedule 1: Scaling Guidelines <https://www.uow.edu.au/about/policy/UOW039331.html> for details.

### **Student Academic Complaints Policy**

In accordance with the Review and Appeal of Academic Decisions Policy, a student may request an explanation of a mark for an assessment task or a final grade for a subject consistent with the student's right to appropriate and useful feedback on their performance in an assessment task. Refer to the Review and Appeal of Academic Decisions Policy for further information – <https://documents.uow.edu.au/about/policy/students/ssLINK/UOW267020>

### **Assessment Quality Cycle**

The University of Wollongong is committed to the quality assurance and quality enhancement of assessment. The University will meet its legislative and regulatory obligations, to ensure consistent and appropriate assessment through course management and coordination, including assessment quality assurance procedures. An Assessment Quality Cycle is used to describe quality assurance at the points of assessment design, assessment delivery, the declaration of marks and grades, and review and improvement activities.

### **UOW Grade Descriptors**

The UOW Grade Descriptors are general statements that communicate what our grades represent, in terms of standards of performance, and provide a frame of reference to ensure that assessment practice across the University is appropriate, consistent and fair. Grade Descriptors are expressed in general terms so that they are applicable to a broad range of disciplines. For more information on the UOW grade descriptors see: <https://www.uow.edu.au/curriculum-transformation/aqc/uowgradedescriptors/index.html>

Grade	Mark (%)	Descriptor
High Distinction (HD)	85-100	<p>For performance that provides evidence of an outstanding level of attainment of the relevant subject learning outcomes, demonstrating the attributes of a distinction grade plus (as applicable) one or more of the following:</p> <ul style="list-style-type: none"> <li>• consistent evidence of deep and critical understanding</li> <li>• substantial originality and insight in identifying, generating and communicating competing arguments, perspectives or problem-solving approaches</li> <li>• critical evaluation of problems, their solutions and their implications</li> <li>• use of quantitative analysis of data as the basis for deep and thoughtful judgments, drawing insightful, carefully qualified conclusions from this work</li> <li>• creativity in application as appropriate to the discipline</li> <li>• eloquent and sophisticated communication of information and ideas in terms of the conventions of the discipline</li> <li>• consistent application of appropriate skills, techniques and methods with outstanding levels of precision and accuracy</li> <li>• all or almost all answers correct, very few or none incorrect</li> </ul>
Distinction (D)	75-84	<p>For performance that provides evidence of a superior level of attainment of the relevant subject learning outcomes, demonstrating the attributes of a credit grade plus (as applicable) one or more of the following:</p> <ul style="list-style-type: none"> <li>• evidence of integration and evaluation of critical ideas, principles, concepts and/or theories</li> <li>• distinctive insight and ability in applying relevant skills, techniques, methods and/or concepts</li> <li>• demonstration of frequent originality in defining and analysing issues or problems and providing solutions</li> <li>• fluent and thorough communication of information and ideas in terms of the conventions of the discipline</li> <li>• frequent application of appropriate skills, techniques and methods with superior levels of precision and accuracy</li> <li>• most answers correct, few incorrect</li> </ul>
Credit (C)	65-74	<p>For performance that provides evidence of a high level of attainment of the relevant subject learning outcomes, demonstrating the attributes of a pass grade plus (as applicable) one or more of the following:</p> <ul style="list-style-type: none"> <li>• evidence of learning that goes beyond replication of content knowledge or skills</li> <li>• demonstration of solid understanding of fundamental concepts in the field of study</li> <li>• demonstration of the ability to apply these concepts in a variety of contexts</li> <li>• use of convincing arguments with appropriate coherent and logical reasoning</li> <li>• clear communication of information and ideas in terms of the conventions of the discipline</li> <li>• regular application of appropriate skills, techniques and methods with high levels of precision and accuracy</li> <li>• many answers correct, some incorrect</li> </ul>
Pass (P)	50-64	<p>For performance that provides evidence of a satisfactory level attainment of the relevant subject learning outcomes, demonstrating (as applicable) one or more of the following:</p> <ul style="list-style-type: none"> <li>• knowledge, understanding and application of fundamental concepts of the field of study</li> <li>• use of routine arguments with acceptable reasoning</li> <li>• adequate communication of information and ideas in terms of the conventions of the discipline</li> <li>• ability to apply appropriate skills, techniques and methods with satisfactory levels of precision and accuracy</li> <li>• a combination of correct and incorrect answers</li> </ul>
Fail (F)		For performance that does not provide sufficient evidence of attainment of the relevant subject learning outcomes.
Technical Fail (TF)		When minimum performance level requirements for at least one assessment item in the subject as a whole has not been met despite the student achieving at least a satisfactory level of attainment of the subject learning outcomes.

Satisfactory (S)		Awarded for performance that demonstrates a satisfactory level of attainment of the relevant subject learning outcomes.
Unsatisfactory (U)		Awarded for performance that demonstrates an unsatisfactory level of attainment of the relevant subject learning outcomes.

## Section C: General Advice for Students

### STUDENT SUPPORT

There are a range of services available to students that are provided free of charge. A good place to get to know services that may be of use to you is the Get Started @ UOW web page, accessed here <https://getstarted.uow.edu.au/index.html> or search for "Get Started @ UOW". Services available include:

Service	Link to information about the service
Aboriginal & Torres Strait Islander	<a href="https://www.uow.edu.au/wic/about1/index.html?ssSourceSiteId=getstarted">https://www.uow.edu.au/wic/about1/index.html?ssSourceSiteId=getstarted</a>
Careers advice	<a href="https://www.uow.edu.au/careers/index.html?ssSourceSiteId=getstarted">https://www.uow.edu.au/careers/index.html?ssSourceSiteId=getstarted</a>
Counselling	<a href="https://www.uow.edu.au/student/counselling/index.html?ssSourceSiteId=getstarted">https://www.uow.edu.au/student/counselling/index.html?ssSourceSiteId=getstarted</a>
Student Accessibility and Inclusion (SAI)	<a href="https://www.uow.edu.au/student/support-services/sai/">https://www.uow.edu.au/student/support-services/sai/</a>
Information Tech.	<a href="https://www.uow.edu.au/its/index.html?ssSourceSiteId=getstarted">https://www.uow.edu.au/its/index.html?ssSourceSiteId=getstarted</a>
Study Skills	<a href="https://www.uow.edu.au/student/learningcoop/index.html?ssSourceSiteId=getstarted">https://www.uow.edu.au/student/learningcoop/index.html?ssSourceSiteId=getstarted</a>
Student Support Advisors	<a href="https://www.uow.edu.au/student/services/SSA/index.html?ssSourceSiteId=getstarted">https://www.uow.edu.au/student/services/SSA/index.html?ssSourceSiteId=getstarted</a>

### Student Advocacy Service

The Student Advocacy Service (SAS) is free, confidential and independent service for all UOW students. The SAS provides advocacy and referral for a range of academic, procedural and administrative issues. For more information visit: <https://www.uow.edu.au/student/support-services/advocacy/>

### Faculty of Engineering & Information Sciences - Student Central

**Student Central** is available for phone, email and face-to-face enquiries;

**Location:** Building 17  
**Operating hours:** 9am - 5pm, Monday - Friday  
**Phone:** +61 2 4221 3927  
**Email:** [askuow@uow.edu.au](mailto:askuow@uow.edu.au)

### Student Support Adviser (SSA)

If you have a temporary or ongoing issue or a problem that is affecting your study, including issues that are related to belonging to an equity group, then the Student Support Advisers may be able to help. There are Student Support Advisers available to assist students who are studying at all UOW Campuses and in all UOW Faculties. Contact details can be found on the UOW website: <https://www.uow.edu.au/student/support-services/advisers/>



## Library Services

To save yourself time and enhance your studies: connect with information specialists and resources anytime, anywhere via Ask Us: <https://www.library.uow.edu.au/ask/index.html> or *Google* "UOW library ask us".

<b>Online - Ask a Librarian</b>	Ask questions and receive a response within 1 business day (Wollongong time)
<b>In person - Book a Librarian</b>	30-minute appointment with a Librarian
<b>Research Consultation Service</b>	1 hour appointment with an information specialist. Available to UOW academics, HDRs, Postgraduate Coursework, Honours and Masters students.
<b>By phone</b>	+61 2 4221 3548

## POLICIES AND GUIDELINES

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The University of Wollongong has a number of policies and guidelines that govern student and course management that students need to be aware of, a summary of these is available at <https://www.uow.edu.au/engineering-information-sciences/current-students/policies-guidelines/>