



# 2024 G8 HANDBOOK

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Bachelor of Education Early  
Childhood Studies (Y42)

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# Welcome



Welcome to Early Childhood Studies (ECS) in the Bachelor of Education course (Y42). The course has been designed so that students see how young children grow, develop and learn in the context of their families and communities and in a range of educational settings from birth to age eight. Each year of the course has been developed to build on the previous and concentrates in the main, on the professional knowledge and skills needed for the age group professional experience culminating at the end of each year.

A key feature of this course is the equal emphasis given to both the theoretical groundings of early childhood education, policy and regulatory processes and the practical application of knowledge and skills across early childhood settings. The course allows students to make the connection between theory and practice, while building both professional and generic employability skills in early learning settings. In addition, students have the opportunity to tailor their learning experience by specialising in curriculum or pedagogical areas of particular interest in their fourth year.

I hope you will enjoy all the aspects of this course and find it personally and professionally rewarding.

**Dr Gillian Kirk**  
**Associate Dean Early Childhood Studies**

It gives us great pleasure to partner with Edith Cowan University to provide G8 Education team members with access to a highly regarded Early Childhood Education degree. We welcome you to the program and look forward to supporting you through to completion and ultimate achievement of a bachelor degree and a rewarding career as an early childhood teacher. We value your commitment and dedication to delivering and improving quality outcomes for both young children and their families. This exciting journey is only just beginning for you: be courageous, seek new opportunities, and believe in yourself.

G8 Education supports team members throughout their studies in an ongoing, comprehensive program to facilitate and enable your successful engagement in the Edith Cowan University degree. At the completion of your degree, we will continue to support your seamless transition into the early childhood teaching profession with ongoing teacher registration mentorship and opportunities for further professional development and career progression.

**Jane Dunstan**  
**G8 Professional Development Manager**

# Y42 Course Learning Outcomes



- 1** Apply broad discipline knowledge to a range of theoretical and practical early childhood situations. (AQF Bach: 1, 2, 3).
- 2** Think critically to analyse, interpret and conceptualise complex early childhood problems. (AQF Bach: 2, 3, 4).
- 3** Think creatively to anticipate challenges and generate discipline specific solutions/ responses. (AQF Bach: 3, 4, 6).
- 4** Use digital technologies and literacies to access, evaluate and synthesise relevant information from multiple sources. (AQF Bach: 3, 4, 7).
- 5** Communicate early childhood knowledge and values in professional and public contexts. (AQF Bach: 5).
- 6** Demonstrate a global outlook with respect for cultural diversity, including Indigenous cultural competence. (AQF Bach: 7).
- 7** Work collaboratively and demonstrate initiative to implement social, sustainable, and ethical values. (AQF Bach: 4, 6, 8).
- 8** Demonstrate autonomy, accountability and judgement for own learning and professional practice. (AQF Bach: 1, 8).

# Y42 Teaching Team

## Associate Professor Gill Kirk

Gill is the Associate Dean of Early Childhood Studies and a Senior Lecturer in the School of Education.

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## Dr Pauline Roberts

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## Mr Jason Boron

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## Dr Fiona Boylan

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## Ms Dimity Franks

Dimity is a Lecturer and first year coordinator in Early Childhood Studies for the School of Education.

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## Mrs Claire Hall

Claire is a Lecturer for the School of Education.

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## Ms Wendy Harmon

Wendy is the G8 liaison, a Lecturer and Coordinator in Early Childhood Studies for the School of Education.

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## Mrs Leonie Menzel

Leonie is a Lecturer and Unit Coordinator in Early Childhood Studies programs for the School of Education.

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Karen is a Lecturer in Early Childhood Studies for the School of Education.

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## Dr Amelia Ruscoe

Amelia is the Graduate Certificate Course Coordinator, Lecturer and Unit Coordinator in Early Childhood Studies for the School of Education.

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**Note: If you wish to meet with a member of the academic team, please contact via email, phone or in person to arrange an appointment.**

# Roles and Responsibilities

## The G8 Team

The Study Pathways Team  
[studypathways@g8education.edu.au](mailto:studypathways@g8education.edu.au)

## ECU Early Childhood Studies Team

### Liaison

Ms Wendy Harmon  
[w.harmon@ecu.edu.au](mailto:w.harmon@ecu.edu.au)

### Associate Dean Early Childhood Studies

Associate Professor Gill Kirk  
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### Y42 Coordinator

Dr Pauline Roberts  
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### Academic Professional Experience & Internship Coordinator

Ms Bev Adkin  
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# Student Support Officers

The School of Education has dedicated Student Support Officers who are responsible for ensuring the continuing support of our students.

If you are experiencing challenges that are significantly impacting your studies our Student Support Officers are available as a first point of contact to assist and connect you with ECU Support Services.

## Contact us

Book an appointment [online](#), scan the QR code or email us via [SEDstudentsupport@ecu.edu.au](mailto:SEDstudentsupport@ecu.edu.au).

## Visit us

**ECU Joondalup Campus**  
Building 8, room 8.232

**ECU Mount Lawley Campus**  
Building 16, room 16.225



## Year Level Coordinators

Year level coordinators promote a collaborative culture in the Y42 program ensuring a positive student experience. They maintain quality assurance and enhancement of the program across a year group. Year level coordinators are available to support Pre-Service Teachers with their study goals whilst encouraging and nurturing them towards becoming independent learners who are resilient when faced with unexpected challenges. They also provide opportunities to foster student engagement (including social events) and develop participation and a sense of belonging.



### First Year Coordinator

Ms Dimity Franks  
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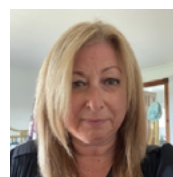
### Bachelor of Education Early Childhood Coordinator

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### Student Support Officer

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### Student Support Officer

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# Y42 Course Structure

Students are required to complete 480 credit points which consists of 24 core units and a supplementary program that includes a choice of Specialisations, a School Based Project or an Internship.

## Year One

Semester One	Unit	Pre-requisites	Credit Points
AED1240	Drama Arts in Early Childhood Education		15
ECS1240	Becoming an Early Childhood Educator		15
ECS1250	Learning and Learners		15
ECM2260	Early Childhood Mathematics 1		15

## Year One

Semester Two	Unit	Pre-requisites	Credit Points
ECS1265	Young Children's Learning and Development		15
LAN1375	English 1: Oral Communication		15
ECS1245	Play and Pedagogy		15
IPP1260	Inquiry in Professional Practice (Early Learning)	ECS1240 & ECS1250	15

## Year Two

Semester One	Unit	Pre-requisites	Credit Points
ECS2280	Technology in Early Childhood Education		15
ECS2240	Guiding Children's Behaviour in Positive Learning Environments	ECS1240 & ECS1250	15
MUE2240	Music Arts in Early Childhood Education		15
ECS2340	Science in Early Education		15

## Year Two

Semester Two	Unit	Pre-requisites	Credit Points
LAN2376	English 2: Literacy Learning in Early Years	LAN1375	15
HPE2260	Health and Physical Education for Young Children		15
ECS2260	Assessing and Evaluating Young Children's Learning	ECS1240	15
IPP2260	Inquiry in Professional Practice (K/PP)	ECS1240, IPP1260, LAN1375, ECS1245 & ECM2260	15

## Year Three

Semester One	Unit	Pre-requisites	Credit Points
AED3245	Visual Arts in Early Childhood Education	ECS1245, AED1240 & MUE2240	15
EDS3240	Including Children with Special Educational Needs	ECS1240 & ECS1265	15
LAN3356	English 3: Literacy in the Junior Primary Years of School	LAN1375 & LAN2376	15
SSE3260	Social Science Education in Early Childhood		15

## Year Three

Semester Two	Unit	Pre-requisites	Credit Points
ECM3260	Early Childhood Mathematics 2	ECM2260	15
EDF3200	Teaching Indigenous Australian Students	IPP1260 & IPP2260	15
LAN3370	English 4: Planning and Differentiating the English Curriculum in Early Childhood	LAN1375, LAN2376 & LAN3356	15
IPP3260	Inquiry in Professional Practice 3: Junior Primary	IPP1260, IPP2260, LAN1375, LAN2376, ECM2260, LAN3356, ECS1240, SSE3260, SCE2240, ECS2240, ECS2260 & LANTITE	15

## Year Four

Semester One	Unit	Pre-requisites	Credit Points
IPP4350	Assistant Teacher Program	IPP1260, IPP2260, IPP3260, LAN1375, LAN2376, ECM2260, LAN3356, LAN3370, ECM3260, ECS3260, AED3245, ECS1240, SSE3260, MUE2240, HPE2260 & SCE2240, (LIT1200, NUM1200)	30
TPA4100	Teaching Performance Assessment	AED3245, ECM3260, ECS1240, ECS2260, HPE2260, IPP3260, LAN3356, LAN3370, MUE2240, SCE2240 & SSE3260	
	Any elective OR elective from specialisation		15

**In Year 4 semester 2, students are required to select one of the following four options:**

### Option 1:

**Specialisation of your choice (All electives must be from the same specialisation)**

Semester Two	Unit	Pre-requisites	Credit Points
ECS4261	Professional Engagement in Early Childhood Education	IPP1260, IPP2260 & IPP3260	15
ECS4330	Leading in Early Childhood Settings		15
	Any elective OR elective from specialisation		15
	Any elective OR elective from specialisation		15



## Option 2:

### No specialisation but choice of electives from any of the 4 specialisations

Semester Two	Unit	Pre-requisites	Credit Points
ECS4261	Professional Engagement in Early Childhood Education	IPP1260, IPP2260 & IPP3260	15
ECS4330	Leading in Early Childhood Settings	IPP3260	15
	Any elective OR elective from specialisation		15
	Any elective OR elective from specialisation		15

## Option 3:

### Internship

Semester Two	Unit	Pre-requisites	Credit Points
EDU4500	Internship		60

# Specialisations

## Leading for Engagement in Early Childhood Specialisation

This specialisation is designed to equip students with knowledge and understanding to champion children's engagement and optimise learning. The suite of units provides students with the opportunity to target topics of most significance to their leadership interests. Options include leading innovative practices for integrating STEM, developing expert knowledge for creative learning environment design and integrated arts (with Study Tour option), strategies for building partnerships and leading effective transitions to school for all learners, and developing expert knowledge and evidence-informed strategies for supporting considerate behaviours in early childhood settings.

	Unit	Pre-requisites	Credit Points
ECS4160	STEM in Early Childhood: A Creative Integrated Approach	SCE2240, ECM2260 & ECM3260	15
ECS4320	Creative Early Childhood Environments (optional study tour - Thailand)	ECS1245 & ECS2240	15
ECS4315	Building Partnerships in Early Childhood Education	ECS2240, ECS1265 & ECS1245	15
EDU4310	Difficult Behaviours in Young Children: Intervention and Support	ECS2240 & EDS3240	15
ECS4335	Wellbeing for Early Childhood Educators and Children	(Available from 2025)	15

## Arts Specialisation

This specialisation provides an opportunity for students to develop skills and pedagogical strategies in the general arts. Students will build on the practical arts knowledge gained in the core arts units and develop further understandings and skills in drama, music, and visual arts. The Arts form an important and integral part of primary education and participation in the Arts fosters safe, creative, motivating, and inclusive learning environments.

	Unit	Pre-requisites	Credit Points
AED4270	Visual Arts in Education	AED1240 and AED3245 OR 2 AED1260 & AED2240	15
AED4271	Music Arts in Education	AED2240 or MUE2240	15
AED4272	Drama Arts in Education	AED1240, AED3245 and MUE2240 OR 2 units from AED1260, AED2260, AED2240, AED3240	15

## Special Education Specialisation

This specialisation equips students with the skills and knowledge needed to teach children with diverse abilities in inclusive settings, as well children in Special Education Schools and Centres.

	Unit	Pre-requisites	Credit Points
EDU4220	Programs and Curricula for Students with High Support Needs	EDS3240	15
EDU4271	Managing the Behaviour of Students with Special Education Needs	EDS3240	15
EDU4221	Strategies for Teaching Students with learning Difficulties and Learning Disabilities	EDS3240	15

## Catholic Studies Specialisation

This specialisation satisfies the Study Component of Accreditation to Teach/Teach Religious Education in a Catholic School. The units cover a range of topics related to Catholic theology, culture of Catholic schools and the teaching of religious education. Please note that only baptised Catholics can teach religious education in Catholic schools.

	Unit	Pre-requisites	Credit Points
CED4400	Teaching About Sacraments in Catholic Schools		15
CED4405	Teaching About Jesus in Catholic Schools		15
CED4410	Teaching About the Gospels in Catholic Schools		15

# Internship

The internship equips Pre-Service Teachers with the mastery and knowledge to lead their own classrooms. Final year students are placed in either schools or early learning settings where they will fulfill a diversity of roles, tasks and duties to provide a well-rounded experience of working as a teacher. Mentoring and support is provided by both the University and the internship setting facilitating the best possible start to their teaching careers. The internship is a full-time role during third term following the successful completion of ATP in the same setting as the fourth year professional experience unit. It includes working at a school or early learning setting and some days off site completing leadership modules, ePortfolio and specific projects. In semester 2 of third year, Pre-Service Teachers apply for the Internship Program through an Expression of Interest (EOI) and interview process.

## LANTITE

Students must complete two units LIT1200 (Personal Literacy) and NUM1200 (Personal Numeracy) (LANTITE) to satisfy the requirements of the Literacy and Numeracy Test for Initial Teacher Education (ITE) Students. The intention of the test is that graduates of accredited ITE programs will have been assessed as having the high-level personal literacy and numeracy skills required to meet the demands of teaching. If you commenced an accredited Western Australian ITE program after 1 January 2017 you will therefore be required to pass the test prior to graduation.

View the LANTITE Webpage [here](#) or by scanning the QR Code below



### You will need to:

1. **Register** – All students are requested to register to complete the test as soon as they can as it is a requirement for graduation. Bachelor of Education students are also required to pass the test to graduate.

For more details:

<https://teacheredtest.acer.edu.au/>

2. **Prepare** – The site has practice questions, attend workshops provided by the ECU Academic Learning Centre
3. **Sit** – at a test centre or via remote proctoring

If you **PASS** the test, you are clear to graduate at the conclusion of your course.

If you **DO NOT PASS**, you have an opportunity to access ECU support and attempt the test twice more prior to graduation. Support is offered through a range of face-to-face and online Learning Programs.

Students will need to successfully complete both components of the personal Literacy and Numeracy Test for Initial Teacher Education Students (pLANTITE) to enrol in the 4th year Professional Experience unit IPP4350.

We encourage students to complete pLANTITE early on in the first year of the course in case by the end of second year you have to repeat any of the tests which may then halt progression in 3rd year.



# Quality Teaching Performance Assessment (QTPA)

This capstone unit will assist Pre-Service Teachers to further develop knowledge, skills and application of contemporary research in education contexts designed to positively impact student learning. The final year QTPA is a course requirement that is situated within this unit. The QTPA is an assessment of teaching performance that is designed to measure Pre-Service knowledge, skills and ability with relation to the Graduate level of the Australian Professional Standards for Teachers. Data required for the assessment of this unit must be collected during the final professional experience units. This data will be presented in four components:

## A. Personal Teaching Statement

- To reflect the attitudes, values and beliefs about teaching and learning
- Show how teaching practice is enacted across the domains of professional knowledge, professional practice and professional engagement

## B. Planning for Teaching and Learning

- On ATP Pre-Service Teachers will plan a sequence of 4-6 experiences/lessons to demonstrate how they have considered the learning environment and learners in their planning
- Demonstration of Impact
- Demonstrate how the teaching practice over a learning sequence 4-6 experiences/lessons has impacted on children's learning
- Two annotated samples of children's work and a written statement of the impact on planning and teaching will be provided

## D. Oral Presentation

- This involves a 15 minute presentation to a panel of the evidence from components A, B and C above.
- Two questions will be posed by the panel for Pre-Service Teachers to elaborate on their personal teaching statement and ongoing professional learning including the impact of these on their teaching practice.



# Professional Experience

Professional experience is a key component of the course. Strong partnerships with centres, schools and other community and early childhood settings are built and workplace professional learning is firmly embedded in unit content so that strong and continuous links are made between theory and practice.

During your course you will have five professional experience placements that will build on each other to develop your knowledge and skills in teaching.

These placements will include working in an early learning centre and a range of schools in the metropolitan area.

## Rural Professional Experience

Pre-Service Teachers have the opportunity to apply for a rural professional experience in their 3rd and 4th year placements. These placements include settings throughout many regions of rural WA. In their 4th year professional experience, Pre-Service Teachers may apply for funding from the Department of Education to help support the rural experience.

## Professional Experience Schedule

### First Year

Semester One	7 distributed days in an ECS Primary School setting
Semester Two	3 weeks in an Early Learning Centre

### Second Year

Semester Two	4 weeks in a Kindergarten or Pre-Primary setting
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### Third Year

Semester Two	4 weeks and 5 distributed days in a Junior Primary setting (Year 1 or 2) with the opportunity to have a rural Professional Experience
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### Fourth Year

Semester One	8 weeks and 5 planning days in Kindergarten or Pre-Primary setting - with the opportunity to have a rural Professional Experience
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## Study Tours

Study tours organised each year for early childhood students to countries such as Bhutan and Thailand. The tours are linked to a specific unit, meaning that participants can complete the study tour in lieu of the unit on campus or online. As the tours are linked to learning, students can apply for OS-Help funding to assist with the cost of the tour. Look out for the information of these tours and the eligibility criteria. Please see a photo from a recent study tour to Bhutan (we are all wearing the traditional Bhutanese dress).



# Partners in Literacy and Numeracy (PLaN)

PLaN (Partners in Literacy and Numeracy) is a School of Education initiative that allows Pre-Service Teachers to visit local schools or early learning centres to support them to deliver their literacy and numeracy programs. This program is not a practicum placement, nor paid work, nor a volunteer role: it is known as service learning. Service learning is a pedagogical approach that combines learning with community service that meets a societal need. You must be available for at least one hour per week for a full school term (10 weeks). You may do multiple terms. Once you have signed up to be a PLaN member the PLaN team will contact you by email to connect you with your school. Your details will be stored in a database and as soon as a suitable PLaN partner school matches your availability, we will be in touch, so please keep an eye on your ECU email account.

## Connect with the PLaN Team

School of Education

Edith Cowan University  
2 Bradford Street  
Mount Lawley WA  
6050 Australia.

Email: [plan@ecu.edu.au](mailto:plan@ecu.edu.au)

## The PLaN Initiative Offers ECU Pre-Service Teachers:

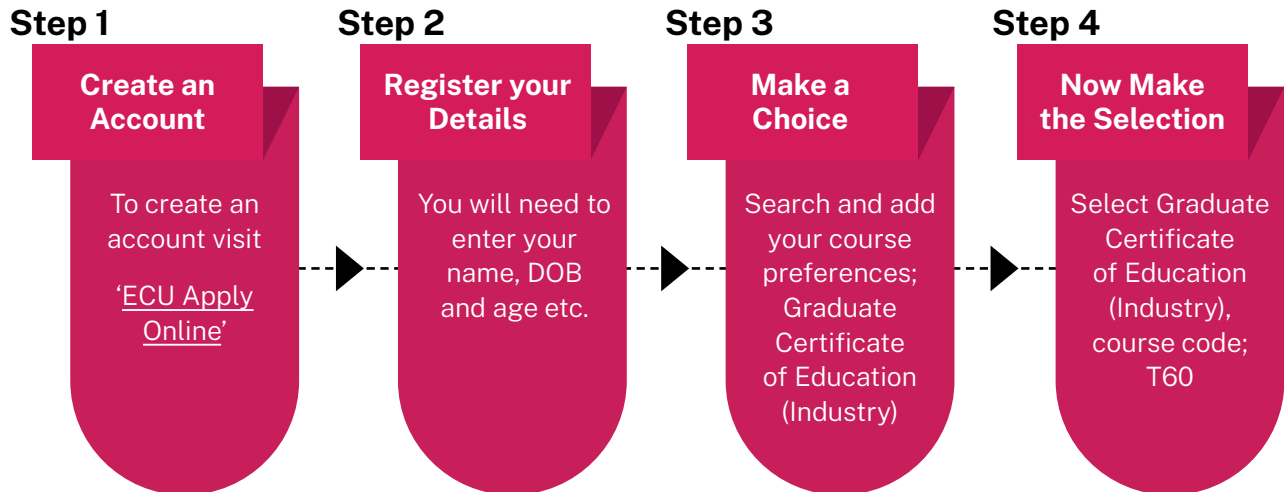
- The opportunity to positively impact students' literacy and numeracy needs
- Extra unassessed practical experiences within a learning environment
- More exposure to literacy and numeracy strategies and activities
- Additional teaching and learning experiences that strengthen your communication skills with students
- The opportunity to enhance your professional understanding and practice of the Australian Professional Standards for Teachers
- Networking for future employment

Sign up to become a PLaN member [here](#) or by scanning the QR Code below

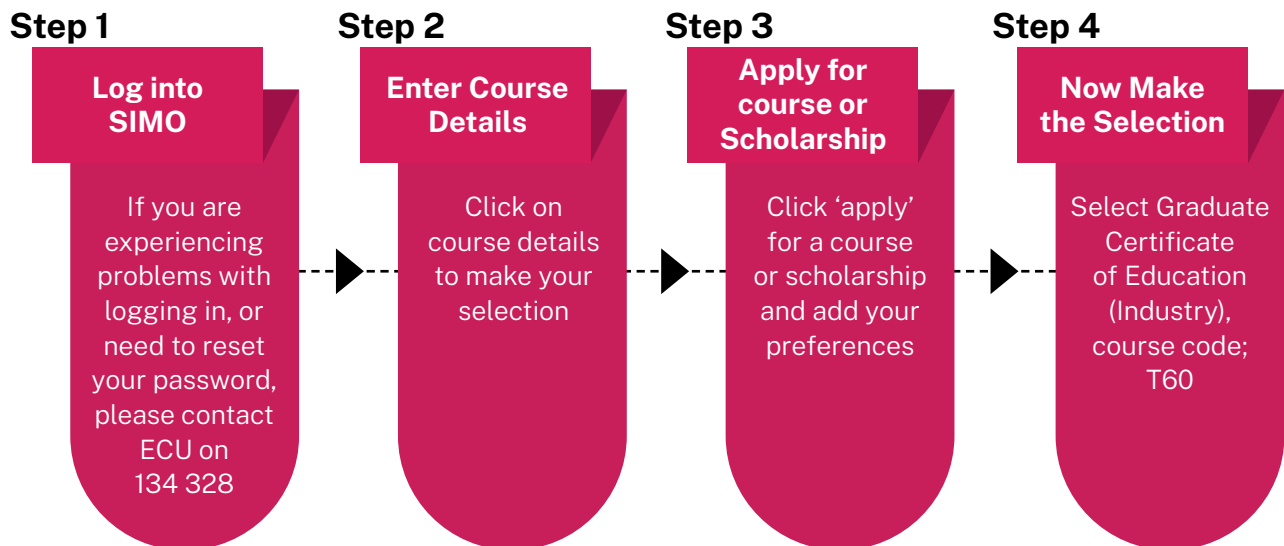


# Applying for a Course at ECU

If you **have not** studied at ECU before:



If you **are returning** to study at ECU:



Please use this link to start your application

<https://apply.ecu.edu.au/connect/apwebconnect>

# What Next?

**01** ADMISSIONS TEAM



Your application is assessed by the ECU Admissions team, after all documents have been supplied. Typically this process will take 5-10 business days.

**02** OUTCOME



ECU Admissions will send you the outcome of your application. Please ensure to check your emails regularly for updates.

**03** ENROLMENT



You do not need to accept your offer as this will have been accepted on your behalf, nor do you need to enrol into any Leap sponsored units. This will be done for you throughout your DoE sponsorship. Your personal profile and enrolment details can be accessed using the Student Information Management Office (SIMO) platform. The Learning Management System (CANVAS) is where you will find your Unit Materials.

**04** ACTIVATE ACCOUNT



Activate your account, set up your student email account and password to access ECU systems and get important updates.





# Student Information Management Online (SIMO)

The SIMO platform allows you to keep track of your enrolment (courses and units) and your personal profile.

## Haven't used SIMO before?

Check out this helpful guide!

<https://askus2.ecu.edu.au/s/article/000001327>

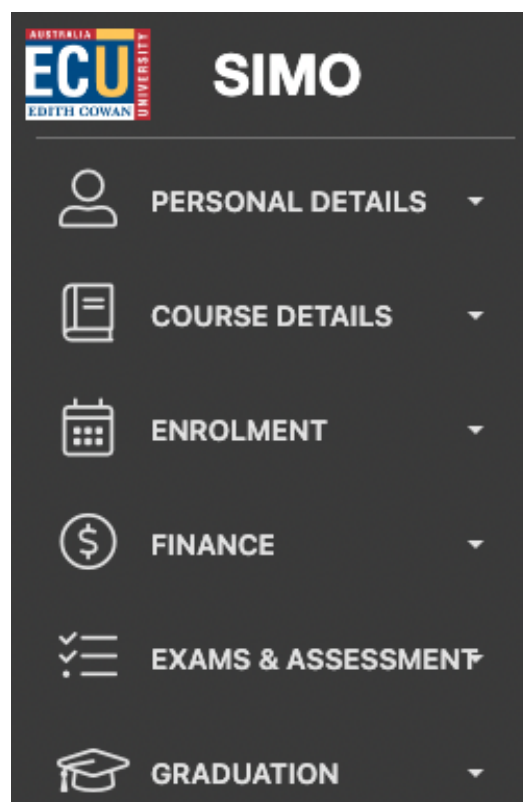
## Here are some quick steps to get you started:

### New students

1. Activate your student ECU account after accepting your offer via My Uni Start.
2. To log in to SIMO, follow the instructions below:
  - 2.1. Log in to your Student Portal.
  - 2.2. Select 'SIMO' under 'Easy Logins'.
  - 2.3. Click on 'Self Enrolment' under the 'ENROLMENT' menu on the left.
  - 2.4. Click 'Begin Enrolment' for the course you wish to enrol in.
3. If you have problems contact the IT Service Desk.
4. Once you begin self-enrolment you will see a trail of enrolment steps on the right. Once steps are completed you can navigate through the steps via this trail.

### How to change your password

1. Access the ECU MyLOGIN web page.
2. Enter Username and Current Password to change to a new password.
3. This may take up to 10 minutes to take effect in SIMO.



## The Enrolment Process

You will need to know the unit codes of the units you wish to enrol in. The unit codes can be found by referring to [pages 7-10](#) of this handbook or by contacting the Student Hub. Please check the tables for your pre-requisites and co-requisites or by contacting the Student Hub before enrolling.



Scan for the [Training Handbook 'SIMO How to Guide'](#)

# Tips Once you have Enrolled

## Regularly check your ECU email

Any updates regarding your unit content and enrolment will typically come through your student email.

## Log in and check Canvas

Canvas is an online environment that supports learning by providing a suite of tools to enhance and extend the learning experience for our students, as well as providing some efficiencies for our teaching staff. Canvas contains unit outline documents and study information for units in which you are currently enrolled.

The information varies from one unit to another, but generally all Canvas course sites will provide you with:

- lecturers contact details;
- important announcements;
- unit outline;
- lecture notes; and
- assignment submission areas.

If you are studying an online unit, Canvas provides all the learning materials needed, including completing tasks, quizzes and assignments using for example, the discussion board and ePortfolios.

## Get familiar with the Syllabus

Find the Syllabus page which outlines all the requirements and expectations of the unit including key contacts, key assignment dates and unit content. You will be able to access your unit plan on Canvas one week prior to the commencement of the unit.





# Frequently Asked Questions

## **Can I get an RPL for the Early Learning placement?**

As the sector is undergoing significant quality improvement and more teachers are needed in ELC the Federal Government and ACECQA regulate the ECE degree. It is the regulations that stipulate ALL Pre-Service Teachers, regardless of experience and qualification must complete the Birth to Three placement in an early learning setting.

## **How do I withdraw from a unit?**

If you need to withdraw from a unit of your G8 sponsored program you must contact the G8 team to discuss this. Once an arrangement is made, ECU will be notified.

## **Do I have to pay for my units in this Y42 course?**

Yes. You are liable to pay ECU all fees associated with completing the units of the Y42 Course and all other applicable ECU fees (including the ECU Student Services and Amenities fee), on the same terms that apply to students who are not from G8 undertaking the Course.

## **Are my academic details disclosed to G8?**

Yes. Students participating as part of the G8 sponsorship are required to sign the ECU G8 consent to disclosure form as shown on [page 20](#).

This allows ECU to provide G8 with information regarding your enrolment status, academic progression and academic record. Parties acknowledge and agree that subject to the written consent as attached to this Agreement as Schedule 2, from the Student to ECU. ECU will provide to G8 the relevant students' academic progress results in a timely manner.

## **What happens once I complete the course?**

Once you have submitted your final assignment, your final marks will be sent to the academic progression panel to be ratified. Upon ratification, you will have officially met the requirements of the Bachelor of Education Course (Y42).


Conferral of your qualification will take place at a ceremony at the Perth Exhibition Centre. Student Services will be in contact with you directly over this, where you will be asked to accept or decline your Graduation Invitation via SIMO. You may choose to defer your graduation for up to 12 months.

However, if you elect not to receive your Award at the Perth Exhibition Centre, you can choose to have a testamur posted to you or collect it from Student Records after the ceremony has taken place.

# ECU G8 Consent to Disclosure Form

As part of your place in the Bachelor Scholarship Program, G8 Education intends to work with Edith Cowan University to understand the progress of your studies and active engagement in the Bachelor of Education (Early Childhood Studies). In line with your signed Bachelor Scholarship Agreement, we also require this Consent to Disclosure form to be signed and returned (to the Study Pathways team at [studypathways@g8education.edu.au](mailto:studypathways@g8education.edu.au)).

The information shared between G8 Education Study Pathways and Edith Cowan University is specifically related to the progression of your studies, continuing enrollment and active engagement with your studies. This information will confirm your ongoing commitments are met in maintaining your place in the Bachelor Scholarship program.

<b>G8 EDUCATION LTD CONSENT TO DISCLOSURE</b>			
			
Student Details			
Student No (if applicable)			
Family Name		Given Name(s)	
Contact phone		Email	
Address			
Course(s) – Please specify course name and any applicable course code. For example, Bachelor of Education (Early Childhood Studies)_ Y42			
Consent Details			
I hereby authorise Edith Cowan University to disclose to G8 Education Ltd the following information in relation to my enrolment and participation in the Sponsored Bachelor Course(s) referred to above: <ul style="list-style-type: none"> <li>• Enrolment status , academic progression status and academic record</li> </ul>			
Duration of Consent	• Ongoing	OR	• End Date (please specify):
Student Signature			Date
Return completed form to School of Education, Edith Cowan University			
Email: Education Short Courses < <a href="mailto:education_shortcourses@ecu.edu.au">education_shortcourses@ecu.edu.au</a> >			

# General Course Information

## Attendance, Participation and Important Information

Your attendance at lectures, seminars, workshops and tutorials including online offerings are essential to the successful completion of a unit.

If you do not meet expectations for attendance you may be required to meet with the unit and/or course coordinator; and if determined by the course coordinator you may be required to meet with the Associate Dean Secondary for the purpose of discussing your enrolment and progression.

## Recording of Lectures

You should be aware that recorded lectures may contain copyright material owned by ECU, the relevant lecturer and/or other third parties. If you wish to record lectures in this unit you must contact the lecturer to obtain the express written consent, and comply with any conditions, of the relevant lecturer or performers.

Where written consent is not obtained, you must not reproduce, communicate, modify, adapt, broadcast or distribute their recording of this lecture and should be aware that such acts may constitute infringement of copyright and/or performer's rights.

You must not record any third party (including other students) or third party works (including music) which may be comprised in, or incidental, to the lecture unless express permission to the contrary is provided by a person with the legal right to do so. Neither ECU nor any of the lecturers in these courses provide any warranties or representations in relation to the ownership or non-infringement of any intellectual property.

## Important Assignment Information

ECU's School of Education students are required to use the APA 7th referencing style. Referencing guides and online resources are available to help you reference your academic work. ECU subscribes to APA Style CENTRAL, a digital library of APA Style quick guides and video tutorials. All these resources can be accessed through the Library website.

Assignments are uploaded to a platform called 'Turnitin'. This checks for plagiarism. It is the responsibility of each student to keep an electronic copy of their assignment and as proof of submission, their Turnitin receipt.

It is the endeavour of all unit coordinators to return assignments to students within a two week timeframe from the due date. However, the assessment and moderation process in units where there is more than one tutor may require an extension of this time. Unit coordinators will advise students when this is the case.



## Academic Misconduct

You must comply with ECU's Academic Misconduct Rules. The Misconduct Rules consider any form of plagiarism, unauthorised collaboration, cheating in assessment tasks, theft of another student's work, any other dishonest or unfair conduct relating to academic work to be Academic Misconduct.

Plagiarism means knowingly or unknowingly presenting as one's own work the ideas or writings of another without appropriate acknowledgment or referencing. A student engaging the services of another individual to complete an assessment task on their behalf is both plagiarising and cheating. ECU takes all incidents of Academic Misconduct seriously and if, following an investigation, it is established that a student's conduct amounts to Academic Misconduct then ECU may impose penalties upon the student under the Misconduct Rules.

## Library Services

### Opening Hours

- During semester, our Campus Libraries are open seven days a week, except for public holidays observed by ECU.
- After 5:00pm some inquiries and fines issues may need to be followed up the next day.
- Staff and students have full access to the online collections when the Library is closed.
- After hours swipe card access is available to levels 1 and 2 at Joondalup Campus Library.
- Access to levels 3 and 4 is unavailable outside service hours

**Email:** [library@ecu.edu.au](mailto:library@ecu.edu.au)

**Telephone:** (61 8) 6304 5525

**Twitter:** [@ECU\\_Library](https://twitter.com/ECU_Library)

## Access and Inclusion

ECU's Access and Inclusion supports students whose studies may be affected by a range of circumstances including a medical condition or disability, either their own or that of a family member that they care for, cultural or religious practices and other situations on a case by case basis.

The Access and Inclusion staff will work with you to identify reasonable adjustments and provide ongoing support through an individual Learning Access Plan (LAP). You can make an appointment to have an obligation-free, confidential chat with an Accessibility Advisor by contacting the service at [inclusion@ecu.edu.au](mailto:inclusion@ecu.edu.au)



# Student Facilities, Services & Support



## Student Hub

Student Hub can assist you with any enquiries you may have and provides the following services:

- Course information and advice
- Enrolment assistance, including assistance with prerequisite waivers, timetable clashes, full unit activities, invalid enrolments
- Assistance with resuming your studies following a deferral or discontinuation
- Advice on time requirements for completion of courses
- Identification of potential graduates
- Student support services
- Lodgement of forms
- Graduation eligibility

## Study Assistance at ECU

The Academic Skills Centre (ASC) can help you effectively transition into university study and equip you with the necessary skills to become a successful student and lifelong learner. ACS staff can:

- Assist you with understanding assessment tasks (at Assignment Drop in Sessions)
- Help you to develop your English language (through English Language Workshops)

- Deliver academic skills training workshops in the areas of academic literacy, science, technology, engineering and mathematics (through Academic Skills Workshops)
- Provide you with one-on-one study support (book an appointment with a Learning Adviser, on campus, or by phone)

## Resources and Services for Success

Now is a great time think about how things are going and make sure your studies are headed down the path you had planned. ECU has a range of services and resources available to help you move forward with confidence throughout your course. At ECU, the health, wellbeing and overall success of all our students is our highest priority. The University provides the following free services to support you throughout your studies. These services are available for all ECU students, on all campuses.

## Student Hub Locations

Campus	Room
Joondalup	Building 34
Mount Lawley	Building 3
South West	Building 1

**Email:** [enquiries@ecu.edu.au](mailto:enquiries@ecu.edu.au)

**Phone:** 134 328 OR International (61 8) 6304 0000

## For all general enquiries, contact the Centre for Learning and Teaching

Joondalup Campus Phone: (61 8) 6304 2554  
Building 34, Level 5. Email: [clt@ecu.edu.au](mailto:clt@ecu.edu.au)

## Academic Support

Get advice and assistance to maximise your chance of academic success. You can attend an assignment drop-in session, book a consultation with a Learning Adviser, access online tutoring and assignment guidance via Studiosity, access Library guides for referencing, EndNote, learning with technology and more.

## Academic Skills and Learning Advisors

- Studiosity
- Library Services and Guides
- Peer Skills Advisers
- Personal support

Managing life while you study can sometimes be tricky. ECU student services are here to assist you with any challenges that might come your way. You can book in to speak to a Psychologist; make an appointment with Student Health Services for medical care or advice; seek support to manage studying with a permanent or temporary disability, injury or health condition (or if you are caring for a family member in that situation); get guidance on adjusting to life in Perth or create a plan to overcome any barriers to your education.

## Psychological Counselling Support

- Access and Inclusion
- Student Health Service
- Student Success
- Student Success (Kurongkurl Katitjin)

## Access and Inclusion

**Email:** [inclusion@ecu.edu.au](mailto:inclusion@ecu.edu.au)

**Telephone:** (61 8) 6304 6706

**Website:** <https://intranet.ecu.edu.au/student/support/psychological-counselling-support>

## Social Support

There's far more going on at ECU than just classes. Connecting with your peers and getting involved in activities on and off campus will expand your network, provide opportunities for you to gain study tips and advice from fellow students, and your physical and mental wellbeing. Join an ECU Guild Group or start your own, follow and engage with ECU's social media channels and attend events on campus.

## Technical Support

Don't let technology get in the way of study success! Get discounted software and hardware, learn all the tips and tricks for using software and Canvas from the Peer Assistant team at the Library, or contact IT Services





# A Guide to the Digital Learning Environment at ECU

Whether you are studying on campus or online, ECU is committed to providing you with access to quality learning and teaching experiences and support. The information below is to help ensure that you can participate confidently in the digital learning environment.

## Learning Management System

All courses are supported by ECU's learning management system (LMS) environment called Canvas. Unit outlines, notices, lecture outlines, additional reading material and web links are accessible on Canvas. Academic staff will constantly upgrade the information for students on the LMS sites on a weekly basis or as required. It is expected that you will engage regularly in these units and will use the sites as a support to the teaching and learning activities. You are able to initiate discussion threads through the LMS environment to make comments and ask questions about content, assignments and other unit related issues. For additional information please see page 5 of this handbook.

## Hardware

As a result, it is important that you will need reliable access to an Internet connection and a computer or appropriate mobile device (ideally with a microphone and camera). For online students, you can log into Canvas daily.

## Browsers

If you are using a smartphone, ensure that you have applied all updates to your device. It is recommended that you install the latest versions of two Internet browsers on your device to ensure the most reliable experience:

- Chrome
- Mozilla Firefox

## Software

Most of the video recordings you watch as part of your course will have been made using a tool called Panopto. These recordings are simply embedded into your Canvas unit site, so you don't need the tool to view them. If you are asked to record your own videos, however, then you will need to use Panopto. Further instructions for installing and using Panopto will be given to you once you commence your course. Once you are fully enrolled as an ECU student, you will have access to a variety of software to enable you to participate in online activities.

## IT Support and Advice

There is a range of IT support available to you including the IT Service Desk, eLab staff and IT services pages. Services include password resets, ECU network issues, IT equipment and many other services that support your study at ECU. The IT Service Desk can help with all your ECU related technology questions and log any IT issues. To assist you as quick as possible, please have your Student ID on hand.

**Phone:** (61 8) 6304 6000

**Email:** [itservicedesk@ecu.edu.au](mailto:itservicedesk@ecu.edu.au)



# ECU Campus Resources

## General

- Fully-equipped modern Libraries
- e-labs available 24/7
- Free Wifi
- Hairdresser (JO Campus)
- ATM's

## Health

- Medical Centres (JO & ML Campus)
- Free Counselling service
- Fully-equipped sports, recreation & fitness centres (JO & ML Campus)
- Mini-gym & playing courts (SW Campus)

## Social

- Student Guild
- Clubs and Societies
- University Games
- Taverns (JO & ML Campus)

## Safety

- 24/7 Security Services
- Well-lit Pathways
- Emergency Phones
- Night Security Escort
- 3,271 Parking Bays Across Campuses
- Security App

## Family

- Childcare
- Parenting Rooms
- Creche
- Kids Holiday Program (JO & ML Campus)

## Food

Cafes and other food outlets



# Useful and Important Sites

## Professional Experience

- Essential information for Professional Experience
- Criminal History Checks
- Working with Children Check



## Career Hub

If you are uncertain about your course, looking for employment opportunities, need help with your résumé or want to maximise your employability.



## Student Support

Discuss issues like your studies, your health, careers and jobs and much more with people who care about your life at ECU.



## Student Intranet - Dates and Events

ECU Academic Calendar and School of Education Academic Calendar



## School of Education

Essential information and overviews on everything related to the School of Education.



## Academic Skills Centre

Support with assignments, grammar, exam preparation, referencing and more.



## Psychological Counselling Support

ECU provides free, confidential psychological counselling support to all currently enrolled ECU students residing in Australia.



## Library

The Library offers a range of workshops and facilities to support you reach your study goals.



Click or scan the QR Codes above

# Connect with the School of Education

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## Contact us

**Phone:** 134 328

**Email:** [admineducation@ecu.edu.au](mailto:admineducation@ecu.edu.au)

**Website:** <https://www.ecu.edu.au/schools/education/overview>

Information contained in this handbook was correct at the time of printing and may be subject to change

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