

COMM 1031 UNIVERSITY STUDY AND COMMUNICATION SKILLS 2 (BLOCK MODE)

Credit Points 10

Legacy Code 102053

Coordinator Corrinne Sullivan ([https://directory.westernsydney.edu.au/search/name/Corrinne Sullivan/](https://directory.westernsydney.edu.au/search/name/Corrinne%20Sullivan/))

Description This unit further develops skills acquired in University Study and Communication Skills 1. It also provides opportunities for students to: develop knowledge about working in teams; research a topic of their choice; practice and present a formal oral and visual presentation to their peers; and prepare an associated written report.

School Social Sciences

Discipline Written Communication

Student Contribution Band HECS Band 4 10cp

Check your HECS Band contribution amount via the Fees (https://www.westernsydney.edu.au/currentstudents/current_students/fees/) page.

Level Undergraduate Level 1 subject

Pre-requisite(s) COMM 1030

Equivalent Subjects COMM 1025 - Practical LiteracyCommunication Skills (Block Mode)

Restrictions Students must be enrolled in program 1689 - Bachelor of Community and Social Development.

Learning Outcomes

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

1. Use library and on-line sources to research topics
2. Create PowerPoint presentations
3. Critique and deliver oral presentations
4. Write formal reports, demonstrating skills in critical reflection and analysis
5. Work in a team via vUWS discussion board to prepare an oral presentation
6. Use APA citation and referencing skills

Subject Content

How to research a topic
How to prepare for a PowerPoint presentation
How to develop oral presentation skills
How to write a formal report
How to incorporate critical reflection and analysis in writing
Team work development

Assessment

The following table summarises the standard assessment tasks for this subject. Please note this is a guide only. Assessment tasks are regularly updated, where there is a difference your Learning Guide takes precedence.

Item	Length	Percent	Threshold	Individual/ Group Task
Presentation	15 minutes	30	N	Individual
Report	1,500 words	50	N	Individual
Essay	500 words	20	N	Individual

Prescribed Texts

- University of Western Sydney (2013). UniStep guide: Making the transition to university (10th ed.). Sydney: author.

Teaching Periods