

# 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 subject 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/](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.

Type	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