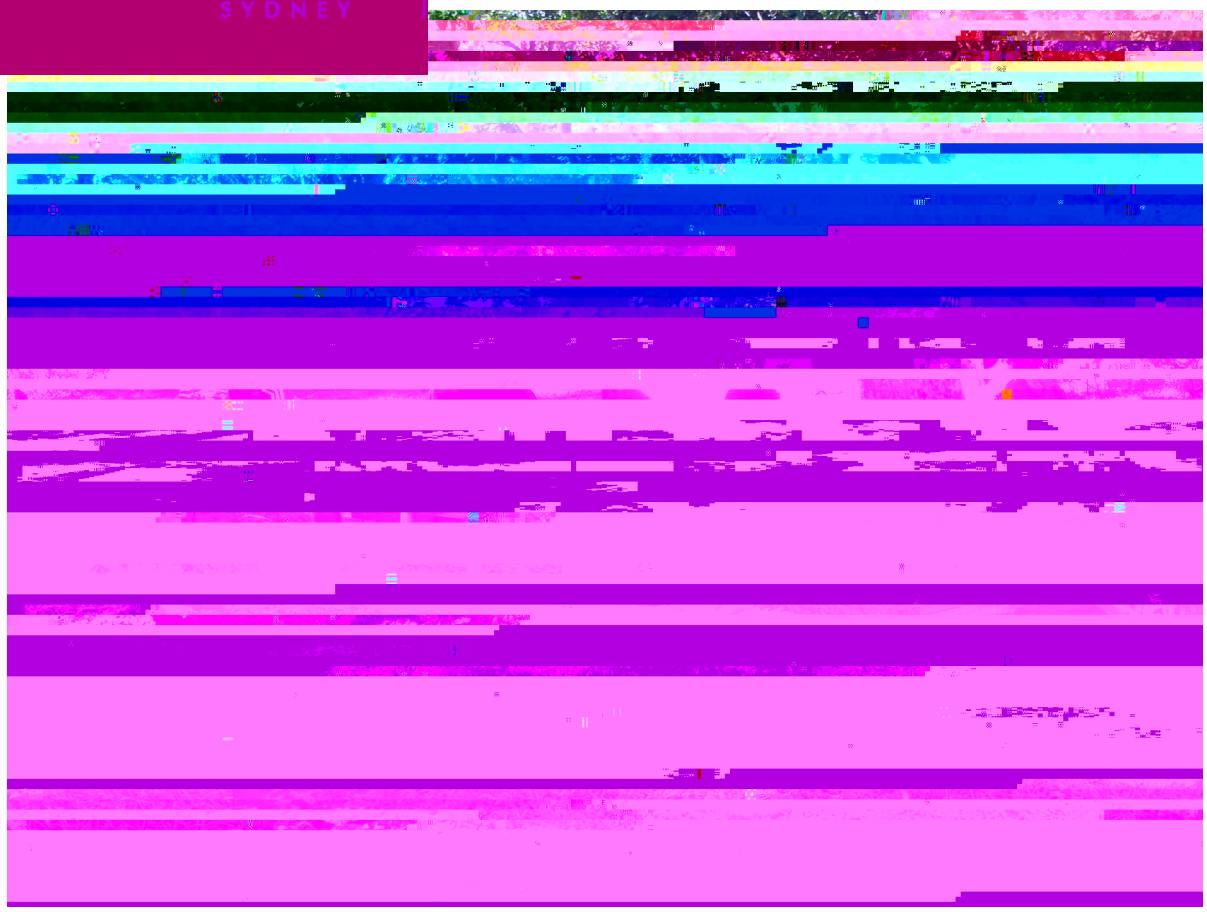

IEST5004

Environmental Management Research Internship

Term Three // 2020

School of Humanities and Languages // UNSW Arts and Social Sciences

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Course Overview

Staff Contact Details

Convenors

Name	Email	Availability	Location	Phone
Tema Milstein	tema.milstein@unsw.edu.au	By appointment during consultation hours (Wednesdays, 11 a.m. - 12 p.m.)	Morven Brown 364 (or online via Teams due to distance learning or Covid)	

School Contact Information

School of Humanities and Languages

Location: School Office, Morven Brown Building, Level 2, 258

Opening Hours: Monday - Friday, 9am - 5pm

Phone: +61 2 9385 1681

Fax: +61 2 9385 8705

Email: hal@unsw.edu.au

Course Details

Credit Points 6

Summary of the Course

The objective of the Environmental Management internship is to provide you with the opportunity to work with experienced environmental practitioners in a professional setting. You will use the knowledge gained in previous MEM courses, and to apply it to project tasks throughout the internship. Details of the tasks will be arranged in consultation with the course coordinator or mutually agreed-upon academic staff supervisor and your on-site supervisor (an approved staff member within private or public sector institution or organisation). Prior to placements in organisations, the course coordinator will work with you and the agencies to ensure you are fully prepared and that the project is appropriate.

Course Learning Outcomes

1. Students learn how to develop a professional/research project through liaison with a partner organisation
2. Students must develop project aims and scope
3. With the partner organisation, students must develop and apply appropriate methodologies to address the aims of the organisation and the student project
4. Students learn to conduct literature reviews in to address specific reseearch topics.
5. Students analyse, report and interpret findings
6. Students learn to deliver conclusions and recommendations through reporting and oral delivery

Teaching Strategies

Teaching strategies include consultation and supervision meetings with your course co-ordinator or mutually agreed-upon academic staff supervisor, a hands-on working relationship with your host organisation, and reporting via the course assessments.

Assessment

The format, length, and scope of all assignments is for negotiation between you, your agreed-upon internship supervisor, and your host organisation. More guidance will be given in consultation meetings early in the Term with your supervisor and host organization.

Assessment Tasks

Assessment task	Weight	Due Date	Student Learning Outcomes Assessed
Final Report	60%	Not Applicable	3,4,5,6
Oral presentation of results and findings of internship project	20%	Not Applicable	5,6
Internship research brief	10%	Not Applicable	1,2
Internship Diary	10%	Not Applicable	1

Assessment Details

Assessment 1: Final Report

Start date: Not Applicable

Details:Final report detailing aims, scope, methods, activities conducted, results/findings, relevant literature, and recommendations for the organization.
Review by course convenor and comments from organisation supervisor.

Additional details:

Please contact a good-fit Environment and Society academic staff member to request they co-supervise your work with your host organisation.

Submission notes:Full details to be negotiated with host organisation and internship supervisor

Turnitin setting: This assignment is submitted through Turnitin and students do not see Turnitin similarity reports.

Assessment 2: Oral presentation of results and findings of internship project

Start date: Not Applicable

Length: Full details to be negotiated with host organisation and internship supervisor

Details:Oral presentation of findings towards end of internship
Partner and convenor comment and this provides assistance with final report completion

Additional details:

The format and content will be determined by the internship supervisor and the host organisation.

Submission notes:Full details to be negotiated with host organisation and internship supervisor

Turnitin setting: This is not a Turnitin assignment

Assessment 3: Internship research brief

Start date: Not Applicable

Details:Short brief with project aims, scope and letter of agreement with organisation included.
Review by course convenor

Additional details:

The brief for the Internship is established in consultation between the internship supervisor and the host organisation. Normally the brief will be determined and written within the first two weeks of the Term.

Submission notes:Full details to be negotiated with host organisation and internship supervisor

Turnitin setting: This is not a Turnitin assignment

Assessment 4: Internship Diary

Start date: Not Applicable

Details:In order to assist with student project management skills, students must keep and submit a diary report indicating activities, project planning and timelines.
Assessed by the convenor

Submission notes:Full details to be negotiated with host organisation and internship supervisor

Turnitin setting: This is not a Turnitin assignment

Attendance Requirements

Students are strongly encouraged to attend all classes and review lecture recordings.

Course Schedule

View class timetable

Timetable

Date	Type	Content
Week 1: 14 September - 18 September	Project	A weekly schedule is not provided here. During or before the first week of Term, the scope of the internship needs to be determined in negotiations between host organisation, you, and your agreed-upon academic staff internship supervisor. All other scheduling and requirements flow from this early establishment of the internship.

Resources

Prescribed Resources

The resources needed for your Internship will be determined by the scope and intent of the project, and by the requirements of your host organisation and your agreed-upon academic staff internship supervisor, related to your topic.

Recommended Resources

You are expected to exercise a high degree of initiative in finding your internship and research materials relevant for your project.

Course Evaluation and Development

Like all MEM courses, the approach to the Internship is developed on the basis that independent and applied learning is highly valued by students, based on past experience and previous feedback. Students have also expressed strong interest in the external community/government/NGO/industry experience that the Internship offers.

Submission of Assessment Tasks

Turnitin Submission

If you encounter a problem when attempting to submit your assignment through Turnitin, please telephone External Support on 9385 3331 or email them on externalteltsupport@unsw.edu.au . Support hours are 8:00am – 10:00pm on weekdays and 9:00am – 5:00pm on weekends (365 days a year). If you are unable to submit your assignment due to a fault with Turnitin you may apply for an extension, but you must retain your ticket number from External Support (along with any other relevant documents) to include as evidence to support your extension application. If you email External Support you will

Academic Honesty and Plagiarism

Plagiarism is using the words or ideas of others and presenting them as your own. It can take many forms, from deliberate cheating to accidentally copying from a source without acknowledgement.

- understand your rights and responsibilities as a student at UNSW
- be aware of plagiarism, copyright, UNSW Student Code of Conduct and Acceptable Use of UNSW ICT Resources Policy

Academic Information

For essential student information relating to:

- requests for extension;
- late submissions guidelines;
- review of marks;
- UNSW Health and Safety policies;
- examination procedures;
- special consideration in the event of illness or misadventure;
- student equity and disability;
- and other essential academic information, see

https://www.arts.unsw.edu.au/current-students/academic-information/protocols-guidelines/

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Acknowledgement of Country

We acknowledge the Bedegal people who are the traditional custodians of the lands on which UNSW Kensington campus is located.