**CUC100 Academic Literacies Overview and Assessment**

**Overview**

The specific aims of the unit are as follows:

* to enable students to reflect on and evaluate their needs and plans for success in their university study and as graduates,
* to enable students to develop skills in reading, writing, and critical thinking
* to strengthen students’ research skills in regard to their ability to identify, access, evaluate, organise and communicate information
* to ensure that students are able to make use of commonly required computing skills, such as word processing, Internet, email, and the university’s online learning environment, Learnline, and create visual presentations and spreadsheets
* to help students appreciate the different ways of thinking and learning, particularly favoured by western academia
* to provide students with the opportunity to become familiar with university culture, particularly the culture of Charles Darwin University.

**Assessment**

Note: Successful completion of CUC100 requires that you attempt all five (5) assignments (including each of the 9 discussion forums in Assignment 3) and achieve a minimum of a pass in Assignment 5.

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| **Assessment**  **item** | **Focus** | **Value** | **Word**  **Length** | **Due** |
| Assignment 1 | Reflection for major essay | 10% | 450-600 words | Week 3 |
| Assignment 2 | Summarising key readings | 15% | 200 per  reading | Week 4 |
| Assignment 3 | Outlining your essay - PowerPoint presentation | 5% Powerpoint  5% Presentation | 8 slides  5 mins | Week 8 |
| Assignment 4 | The final product – your  discursive essay | 65% | 1500-2000 words | Week 10 |

**Assignment 1: Reflection on your Employability Skills**

Assess yourself against the list of employability skills developed by DEST (2002). Write **one** paragraph for each of the **three** tasks listed, formatting as per the in the instructions below. The answer to each of the questions will need to be presented in accordance with the formatting criteria identified below.

**Compile reflection content:**

1. Begin with a paragraph explaining what you are studying and how this study will enhance your future career.
2. Explain which of these employability skills\* you already have and how these will help you in your studies and your proposed profession and why.
3. Which other of the employability skills listed below**\*** will you still need to develop for your proposed profession and why?

**Assignment 2: Summarising the 3 core readings - an annotated bibliography**

For each of the three core readings***, summarise*** the key ideas in one or two paragraphs and then ***comment*** on how these ideas could be applied to the profession you are studying for.

The core readings are:

Chapter 25: Winch et al. (2006) *Literacy: Reading, Writing and Children’s Literature 3rd edn,* Melbourne, Oxford University Press.

Chapter 4: Foreman, P. (ed), (2008). Inclusion in action (2nd ed.). Sth Melbourne, VIC: Cengage Learning Australia.

Chapter 3: Arthur-Kelly, M., Lyons, G., Butterfield, N., & Gordon, C. (2006). Classroom management: Creating positive learning environments (2nd ed.). South Melbourne, VIC: Thomson

**Assignment 3: Outlining your essay: PowerPoint presentation**

Create a 5 minute PowerPoint of the key points you intend to cover in your final essay (Assignment 4) and present it to the class.

You should present your essay plan/taxonomy as a slide after the introduction which you can then elaborate on in subsequent slides.

**Assignment 4: The final product - a discursive essay**

Employers seek university graduates who are “employable” through their possession and workplace expression of a host of generic skills in addition to specific professional skills and knowledge*’* (Australian Chamber of Commerce and Industry & Business Council of Australia, 2002)

Argue which three employability skills employers would consider to be the most important in your chosen profession when you graduate.