

# Foundation Program

## Course Outline (T3 2020)

<b>Campus</b>	Melbourne Burwood Campus
<b>Intake</b>	March, June, October
<b>CRICOS</b>	Standard Program: 089916J Extended Program: 089917G
<b>Course Duration</b>	Standard Program: 8 units delivered over 2 trimesters Extended Program: 12 units delivered over 3 trimesters
<b>Teaching Methods</b>	Instruction for all units are a combination of classroom based, consultation hours, homework hours and on-line learning hours.
<b>Assessment</b>	Assessment for all units is ongoing and continuous consisting of tests, assignments, practical, case study analysis and final examinations.
<b>Course Structure</b>	<p><b>Standard:</b> The course comprises eight units (five core units and three elective units). To be awarded the Foundation Program you must complete and pass eight units.</p> <p><b>Extended:</b> The course comprises of twelve units (eight core units and 4 elective units in the relevant stream). To be awarded the Foundation Program you must complete and pass twelve units.</p> <p>In addition, a number of support tutorials are available to help students with their academic units.</p>
<b>Further Studies</b>	Students who complete the Foundation Program are eligible to enter the Diploma courses.

# Foundation Program

## Example Course Plans for Students

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### Example Course Plans for Students

The following are a series of example course plans for students studying in the Foundation Program. Please note that core and elective units must be taken in a specified order.

The following course plans should be used as a guide only.

### Electives for students with a Deakin University Bachelor Degree listed in the Provisional Offer 2 section of the Letter of Offer:

Please note students with direct path offers to Deakin University Bachelor Degrees in the Engineering and Science streams have prescribed units and electives.

There is one zero credit point unit offered in the Foundation Program. It does not count towards your units undertaken as a part of your program and is offered at no cost.

Unit	Required for	Trimester 2 2020	Trimester 3 2020	Trimester 1 2021
SLE010 Laboratory and Fieldwork safety unit	Students should enrol in SLE010 if they are enrolling in <b>FNDE022</b>	✓	✓	✓

# Before you choose your units please read these instructions

**It is important to look at your letter of offer carefully before selecting your units.**

The **Letter of Offer** provides information on your pathway. The Letter of Offer was sent to you congratulating you on your acceptance into Deakin College. The letter of offer looks like this:



## Congratulations

Mr He

You have been successful in your application for a place at Deakin College. Upon successfully completing the conditions of your Deakin College studies, as outlined in Section 1, you will then be accepted into Year 2 of the Deakin University Bachelor of Civil Engineering (Honours).

Some students will be going from Foundation to a Diploma course and then to Deakin University to complete a Bachelor Degree. Other students will have been provided the chance to go from Foundation directly to Deakin University to complete the bachelor degree. These students may have specific units they need to complete.

There are two sections you must check:

**Provisional Offer 2** and **Conditions of this offer and/or explanatory notes.**

PROVISIONAL OFFER 2	
Course	
DEAKIN COLLEGE	DE - Diploma of Engineering CRICOS: 063385A
Location: Deakin College, Geelong C	

  

Conditions of this offer and/or explanatory notes
<ul style="list-style-type: none"><li>• Condition to transfer to Deakin University: Successfully complete and pass eight designated units of the Diploma of Engineering.</li><li>• A WAM (weighted average mark) of at least 50, taking into account all units studied at Deakin College.</li></ul>

The above example shows a student with a direct 2<sup>nd</sup> stage path to Diploma so they would follow the regular course units example in their stream.

**If you have Deakin University and a Bachelor Degree listed in your Provisional Offer 2** section then please check the Conditions of this offer and/or explanatory notes section for instructions of specific units you must choose. Your degree identification code which will be a letter with 3 numbers following it (example S460) and will be listed in the course section of the offer may have a separate course guide page for it. Please ask for assistance to find this in the following pages.

## COURSE MAP:

### Progressing into a Deakin College Diploma\*:

Weighted Average Mean: **B 50**

<b>Standard Program (Completing In 8 months/ 2 trimesters)</b>				
1 <sup>st</sup> Trimester	<b>CORE FNDS013</b> Advanced Academic Communication Skills	<b>CORE FNDS014</b> Intercultural Studies	<b>CORE FNDS015</b> Information Technology	<b>CORE FNDH023</b> Essential Mathematics
2 <sup>nd</sup> Trimester	<b>CORE FNDS016</b> Advanced Academic Writing & Research Skills	<b>Elective</b>	<b>Elective</b>	<b>Elective</b>

<b>Extended Program (Completing course in 12 months/ 3 Trimesters)</b>				
1 <sup>st</sup> Trimester	<b>CORE FNDS010</b> Introduction to Academic Communication	<b>CORE FNDS011</b> Introduction to Academic Writing	<b>CORE FNDS012</b> Computer Skills	<b>CORE Essential Mathematics</b>
2 <sup>nd</sup> Trimester	<b>CORE FNDS013</b> Advanced Academic Communication Skills	<b>CORE FNDS014</b> Intercultural Studies	<b>CORE FNDS015</b> Information Technology	<b>Elective</b>
3 <sup>rd</sup> Trimester	<b>CORE FNDS016</b> Advanced Academic Writing & Research Skills	<b>Elective</b>	<b>Elective</b>	<b>Elective</b>

\*This course outline does not apply for students progressing into the Diploma of Engineering, due to prerequisite Maths units. For Diploma of Engineering, please see the Course outline for Waterfront Campus.

## ELECTIVES BY AREA OF STUDY:

Refer to the table below for recommended electives for your chosen area of study:

<b>STANDARD and EXTENDED PROGRAM Elective Units (4 Units)</b>  <b>Choose one</b>	<b>Arts (B)</b> <ul style="list-style-type: none"> <li>• FNDA020 Society and Culture</li> <li>• FNDA021 Law</li> <li>• FNDA022 Media</li> <li>• FNDA023 Mass Communication</li> <li>• FNDB021 Economics</li> <li>• FNDB022 Management</li> <li>• FNDB023 Marketing</li> </ul>
	<b>Business (B, WF)</b> <ul style="list-style-type: none"> <li>• FNDA021 Law</li> <li>• FNDB020 Accounting</li> <li>• FNDB021 Economics</li> <li>• FNDB022 Management</li> <li>• FNDB023 Marketing</li> <li>• FNDE020 Introduction to Systems Analysis</li> <li>• FNDE021 Mathematics I</li> <li>• FNDE023 Mathematics II</li> </ul>
	<b>Health (B, WF)</b> <ul style="list-style-type: none"> <li>• FNDB022 Management</li> <li>• FNDE021 Mathematics I</li> <li>• FNDE023 Mathematics II</li> <li>• FNDE022 Physics</li> <li>• FNDE024 Biology</li> <li>• FNDH021 Chemistry</li> <li>• FNDH022 Human Biology</li> </ul>
	<b>Information Technology (B)</b> <ul style="list-style-type: none"> <li>• FNDB022 Management</li> <li>• FNDE020 Introduction to Systems Analysis</li> <li>• FNDE021 Mathematics I</li> <li>• FNDE023 Mathematics II</li> <li>• FNDE022 Physics</li> <li>• FNDE024 Biology</li> <li>• FNDH021 Chemistry</li> </ul>

## Transferring Directly Into Deakin University:

E330 Bachelor of Education (Early Years)

E359 Bachelor of Education (Primary)

E377 Bachelor of Health & Physical Education

Weighted Average Mean: **B 70, WF 70**

English Requirement: 73% in FNDS013, 73% in FNDS016

### Course plan for students with a Provisional Offer 2 for any of the following Deakin University courses:

<b>Standard Program (Completing In 8 months/ 2 trimesters)</b>				
1 <sup>st</sup> Trimester	<b>CORE FNDS013</b> Advanced Academic Communication Skills	<b>CORE FNDS014</b> Intercultural Studies	<b>CORE FNDS015</b> Information Technology	<b>CORE FNDH023</b> Essential Mathematics
2 <sup>nd</sup> Trimester	<b>CORE FNDS016</b> Advanced Academic Writing & Research Skills	<b>Elective</b>	<b>Elective</b>	<b>Elective</b>

<b>Extended Program (Completing course in 12 months/ 3 Trimesters)</b>				
1 <sup>st</sup> Trimester	<b>CORE FNDS010</b> Introduction to Academic Communication	<b>CORE FNDS011</b> Introduction to Academic Writing	<b>CORE FNDS012</b> Computer Skills	<b>CORE Essential Mathematics</b>
2 <sup>nd</sup> Trimester	<b>CORE FNDS013</b> Advanced Academic Communication Skills	<b>CORE FNDS014</b> Intercultural Studies	<b>CORE FNDS015</b> Information Technology	<b>Elective</b>
3 <sup>rd</sup> Trimester	<b>CORE FNDS016</b> Advanced Academic Writing & Research Skills	<b>Elective</b>	<b>Elective</b>	<b>Elective</b>

### **Program Electives:**

It is recommended that you choose from the following elective units:

- FNDA020 Society and Culture
- FNDA021 Law
- FNDA022 Media
- FNDA023 Mass Communication
- FNDB021 Economics
- FNDB022 Management
- FNDE021 Mathematics I
- FNDE023 Mathematics II
- FNDE022 Physics
- FNDE024 Biology
- FNDH021 Chemistry
- FNDH022 Human Biology

## Transferring into H326 Bachelor of Nursing

Weighted Average Mean: **B 70**

English Requirement: 75% in FNDS013, 75% in FNDS016

**Course plan for students with a Provisional Offer 2 for any of the following Deakin University courses:**

<b>Standard Program (Completing In 8 months/ 2 trimesters)</b>				
1 <sup>st</sup> Trimester	<b>CORE FNDS013</b> Advanced Academic Communication Skills	<b>CORE FNDS014</b> Intercultural Studies	<b>CORE FNDS015</b> Information Technology	<b>CORE FNDH023</b> Essential Mathematics
2 <sup>nd</sup> Trimester	<b>CORE FNDS016</b> Advanced Academic Writing & Research Skills	<b>Elective</b>	<b>Elective</b>	<b>Elective</b>

**Extended Program (Completing course in 12 months/ 3 Trimesters)**

<b>Extended Program (Completing course in 12 months/ 3 Trimesters)</b>				
1 <sup>st</sup> Trimester	<b>CORE FNDS010</b> Introduction to Academic Communication	<b>CORE FNDS011</b> Introduction to Academic Writing	<b>CORE FNDS012</b> Computer Skills	<b>CORE Essential Mathematics</b>
2 <sup>nd</sup> Trimester	<b>CORE FNDS013</b> Advanced Academic Communication Skills	<b>CORE FNDS014</b> Intercultural Studies	<b>CORE FNDS015</b> Information Technology	<b>Elective</b>
3 <sup>rd</sup> Trimester	<b>CORE FNDS016</b> Advanced Academic Writing & Research Skills	<b>Elective</b>	<b>Elective</b>	<b>Elective</b>

### **Program Electives:**

Students must choose from the four (4) following units:

- FNDE021 Mathematics I
- FNDE022 Physics
- FNDE024 Biology
- FNDH021 Chemistry
- FNDH022 Human Biology

## **Unit Overviews**

**PLEASE ENSURE YOU CHECK THE TRIMESTER 3 2019 UNIT OUTLINES FOR PRESCRIBED TEXTBOOKS AND ASSESSMENT UPDATES.**

### **FNDA020 Society and Culture**

This unit is the study of culture, sub-culture and institutions in society. It considers culture, sub-culture and institutions from an Australian sociological perspective and investigates their impact in society. This unit explores the nature of power, ethics, and equity as social and cultural issues. It facilitates intercultural understanding and enhances the premise responsible citizenship whilst recognising points of difference and context. This unit provides students with the skills to critically analyse a variety of opinions and attitudes towards and within various sub-cultures, societies and environments.

### **FNDA021 Law**

This unit focuses on the way in which law is generated, how it is structured and how it operates in Australian and international contexts. This unit aims to introduce you to the Australian legal system and allows you to investigate the way our society operates and the influences that shape it. It encourages you to engage your analytical and critical skills and reflect on a diverse range of controversial legal issues.

### **FNDA022 Media**

This unit will prepare students for studies in media and communications studies at tertiary level. Students will develop skills in viewing, analysing and composing diverse media, including social media, new and online media, contemporary advertising, and recent forms of auditory and visual media. Initially, students will focus on familiarizing themselves with different media industries and specific texts to help understand some of their features, how they are composed, and how they function within culture. In this context, students will then be asked to produce their own forms of media and encouraged to read, reflect and engage with the tools of contemporary media.

### **FNDA023 Mass Communication**

This unit allows students to analyse media texts in their technical relationships to changing media contexts as well as develop skills in media production, analysis and assessment. The means of mass communication are explored with a critical view about how they produce meaning, how they engage mass users, how they produce meaning, how they are organized, and how they go about the business of constructing cultural shifts and new forms of social connections and understandings in an increasingly mobile world.

### **FNDB020 Accounting**

This unit provides an introduction to the operation of financial accounting systems. Together we will explore the accounting process predominantly for sole traders who buy and resell goods or provide services. We study some of the principles of Accounting, the Accounting Equation, entering business transactions into Journals; including balance day Adjustments and Closing entries, posting to Ledgers, extracting Trial Balance and preparation of Financial Statements. We also work with cash management including Bank Reconciliation.

### **FNDB021 Economics**

The purpose of this unit is to provide you with a broad understanding of theoretical Micro and Macroeconomic concepts and to introduce the relevance and importance of Economics in today's society. You will be equipped to apply these concepts to a modern market economic system. The unit will explore basic economic issues and problems and apply policies to overcome these problems. You will develop skills and confidence to explain individual and firm decision-making and be provided with a basic understanding and ability to explain government policies that influence the workings of a modern economy like Australia, and its relation to the global marketplace.



### **FNDB022 Management**

This unit will provide an introductory understanding of the principles and practices of management in the contemporary world. The course will cover background information on how theories of management have developed, the environment in which a manager operates, basic managerial principles and practices along with important issues related to organisational behaviour in the context of management in 2019.

### **FNDB023 Marketing**

This unit will provide a broad understanding of theoretical principles and practices relating to marketing in a dynamic environment. It provides an introduction to fundamental marketing concepts used within a range of industries (public/private business, agriculture, government, manufacturing, services and not-for-profit sectors). The unit also provides insights into how these marketing concepts are being applied by marketers in the real world.

### **FNDE020 Introduction to Systems Analysis**

This unit is intended to give you an understanding of the underlying theory of project management as well as an opportunity to practically plan, design and implement an information system that achieves a business goal. The unit provides both a theoretical and practical approach covering the phases involved in Project Management using the PMBOK guide.

### **FNDE021 Mathematics I**

This module consolidates background in calculus and prepares students for further calculus studies for academic and professional purposes. Students will use critical thinking and cognitive skills to identify, analyse, compare and assess mathematical concepts in order to apply them to technical and engineering problems

### **FNDE022 Physics**

This unit is designed to provide you with knowledge in a broad range of physics concepts, and to help you appreciate the impact of physics and technology on society. This unit involves practical investigations that require logical and analytical thinking, as well as the communication of scientific information and ideas. Through the development of knowledge of the basic principles of physics, you will be able to explain many natural phenomena. It will also enable you to apply these phenomena in technologies that are important to modern day society.

### **FNDE023 Mathematics II**

This module consolidates background in Calculus and prepares students for further calculus studies for academic and professional purposes. Students will use critical thinking and cognitive skills to identify, analyse, compare and assess mathematical concepts in order to apply them to technical and engineering problems.

### **FNDE024 Biology**

This module is designed to develop a broad scientific knowledge of the living world. It will focus on concepts relating to biological structure, function, diversity, distribution, genetics, and interactions of living organisms.

### **FNDH021 Chemistry**

This unit introduces students to the study of matter and its interactions, therefore providing a link with other branches of natural science. The course is designed to assist students in coming to appreciate the impact of chemical knowledge and technology on society.

### **FNDH023 Essential Mathematics**

This unit is designed for those of you who require a general mathematics background suitable for studies in Business, Health Sciences and Computing/IT/Engineering courses. It includes basic arithmetic, statistics, algebra, functions and their graphs, optimisation, sequences, series, growth and decay.

### **FNDH022 Human Biology**

This unit aims to give students a broad understanding of the human body from the biological molecules, cells and tissues that make up the human body, to the organ systems they form. Students will gain a solid grounding in the structure and function of each of the different systems that must function to sustain human life, including the skeletal and muscular systems, the digestive system, the respiratory and cardiovascular systems, the urinary system and endocrine and nervous systems.

### **FNDS010 Introduction to Academic Communication**

This unit responds to the need to develop speaking and listening skills that will provide a basis for successful academic achievement and effective engagement in academic, business and social environments. You will improve these skills through exploring and analysing current topics and issues. This unit is designed to complement writing skills' development in Introduction to Academic Writing as preparation for future units.

### **FNDS011 Introduction to Academic Writing**

This unit develops students' written language skills through exploration of two key academic writing genres and production of sophisticated academic writing. You will analyse key linguistic and organisational aspects of comparative and contrastive texts, and cause and effect texts in particular, and then produce your own pieces of writing.

### **FNDS012 Computer Skills**

This unit is an introductory unit in computing and information technology. This unit has the overall objectives of delivering an accurate snapshot of the state of IT as it exists in our current times, as well as to equip you with a useful set of skills in the use of common productivity software.

### **FNDS013 Advanced Academic Communication Skills**

This unit builds linguistic and tactical skills for participation in academic contexts typical of the Australian tertiary education system. The main focus is on enabling you to actively and effectively partake in lectures and tutorials. This unit fosters a collaborative environment in which you can practice and apply your active listening, note taking and discursive skills. Presentation delivery and leading a formal job interview form the main assessments in this unit.

### **FNDS014 Intercultural Studies**

This unit is designed to enhance students' knowledge of their own culture in order to reflect on how they formed their perceptions, value and beliefs. Students will also gain knowledge and skills about living in the multicultural Australian environment, so that they are able to effectively communicate in the contexts of educational, health, legal, political, religion/faith, and human rights. Students will identify the differences between these contexts in their own culture and those in the Australian culture, in order to come to a better understanding of their position in both.

### **FNDS015 Information Technology**

Information systems and technology are vital components of today's business environments and everyday life. This unit will give the student an understanding of the various types of systems and supporting technology and how they apply to different business environments. The effects of these systems on society and some ethical issues associated with the implementation and use of these systems will also be explored. Upon completion of this unit students will be able to critically analyse business cases and develop needed skills to solve problems and recommend solutions using appropriate technology. Additionally, students will be able to understand and relate the role of technology and systems in organisations and society in general.

**FNDS016 Advanced Writing and Research Skills**

This unit will acquaint you with academic literature and the essay writing process, producing a lengthy argument essay of your own, drawing on previous research to make lucid and academically supported arguments. You will also gain the ability to retrieve, interpret and summarise academic journal articles and produce an annotated bibliography, and literature review with ideas for future research. This unit will thus provide you with a solid basis in academic writing and research, which are which pivotal in tertiary contexts.