

# ACADEMIC EXPECTATIONS

## GSC online

Each week both distance and on-campus students access course material from Moodle - the College's web-based learning platform. You'll need to become familiar with how Moodle works.

It is essential that distance students complete online activities set by the lecturer in Moodle, in order to fulfil attendance requirements. For distance students, online activities are the equivalent of attendance at lectures.

As a student enrolled in the College you're also eligible to use the library website and visit the Colin Library in-person. Distance students can also request hard copy books be posted to them. Contact the librarian, Carol Wills on 361 1053 ext. 703 or [carol@gsc.ac.nz](mailto:carol@gsc.ac.nz) to learn more.

## Workload

For each course plan for 10 hours per week on coursework and associated study.

- There are 3 hours of lectures each week for on-campus students. Distance students should allocate 3 hours to reading lecture notes and/or watching the lecturers' PowerPoint presentations.
- All students should expect to spend 7 hours each week on personal study including reading, assessment tasks.

## Weekly tasks

You are expected to put time into completing the weekly tasks set by the lecturer and to engage with the lecturer and fellow students in order to promote a good learning environment. Weekly tasks are clearly outlined by your lecturer in Moodle.

## Teaching Periods

There are 12 teaching weeks each semester. Refer to the Academic Calendar for a breakdown of dates. There are no lectures over the mid-semester break, assignment, study and exam weeks. Distance students also have a break from on-line tasks.



Lecture times can be found in the Weekly Timetable. Three hours of lectures are scheduled each week, usually made up of one single lecture and one double (2 hour) lecture - although there can be exceptions.

## Weekly consultation times and online discussion forums

Your lecturer will make him/herself available at a set time each week to help you with any questions you might have.

Consultation times can be found on the first page of the Course Unit Booklet. You also have the option of raising any questions regarding the course in the Moodle forums. When you post your comment in a forum an email is automatically sent to the lecturer.

## Assessment Tasks

There are three marked assessment tasks each semester that make up your final grade. This may be internal assessment only (e.g. essay, critical review, presentation), or combined with an examination held in exam week, either written or oral.

Refer to the Course Unit Booklet for details including assessment type, due dates and the percentage that each assessment task contributes to your final grade.

If exams are part of your assessment, it's essential that you're available to sit them on the day on which they are scheduled within exam week.

## Attendance

The New Zealand Qualifications Association require that students attain at least 80% attendance.

That equates to:

- **On-campus students** being present for at least 29 hours of lectures i.e. absent for *no more* than 7 hours of lectures.
- **Distance students** completing at least 10 (out of a total of 12) weekly online tasks set by their lecturer in the Moodle Course Page. i.e. miss *no more* than 2 weeks of online activity.