

REFERENCING GUIDE FOR STUDENTS COURSE OUTLINE

<p>COURSE CONCEPT</p>	<p>When writing assignments, reports, research papers or theses, students must acknowledge quotations, information, and ideas from other authors through a bibliography or list of references. Referencing is an important academic skill that confirms your writing is supported by research and evidence. By citing the work of a particular scholar, you acknowledge and respect the intellectual property rights of that researcher to demonstrate academic integrity.</p> <p>There are different ways to reference your sources when writing a paper. The style that you use will depend on the discipline that you are writing in. For example, historians generally use the Chicago style, while English literature majors typically use the MLA style. Regardless of the discipline, there are some general rules that all students should follow when referencing sources. This online course covers everything you need to know when referencing your work and avoiding plagiarism.</p>
<p>AUDIENCE</p>	<p>For students who want to know how to reference their reading materials to confirm their writing is supported by evidence and research and avoid plagiarism.</p>
<p>AIM</p>	<p>The course is designed to empower you to effectively reference your reading materials for your academic submissions and avoid plagiarism or assessment penalties.</p>
<p>COURSE CONTENT</p>	<ul style="list-style-type: none"> ● What is referencing? ● When should you reference? ● Why it is important to reference? ● Referencing styles ● Types of citations ● How to reference ● Reference list and Bibliography ● What is plagiarism? ● Why does plagiarism matter? ● Eight common types of plagiarism ● How to avoid plagiarism

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<p>LEARNING OUTCOMES</p>	<p>On completion of the program, you will be able to:</p> <ul style="list-style-type: none"> • Understand what referencing is, how to credit authors and when to apply it to your writing. • Understand the importance of referencing to avoid plagiarism. • Apply the relevant referencing style to your paper based on your course requirements. • Apply the appropriate citation style to your paper based on your course requirements • Apply a Reference list and Bibliography to your paper based on your course requirements • Identify and avoid the eight common types of plagiarism to maintain academic integrity
<p>LEARNING ACTIVITIES</p>	<p>The online course consists of the theory with a range of interactive activities that include:</p> <ul style="list-style-type: none"> • Practical exercises to apply the content to your writing • Questions and answers • View videos with reflective learning <p>Write an Action Plan to achieve your career goals</p>
<p>DURATION</p>	<p>Self-paced learning, approximately 2 hours</p>
<p>ADDITIONAL PROFESSIONAL DEVELOPMENT</p>	<p>If you have specific and challenging issues, we can further assist with optional coaching sessions in a one-to-one or a small group session.</p>
<p>FURTHER INFORMATION</p>	<p>careercoaching.training hello@careercoaching.training</p>