

## Dear Students,

We hope that you are settling in to your studies and in particular have found all your course and unit materials, and you know when and how to access your classes.

We've heard from some students that some may be experiencing confusion understanding timetables, including weekly schedules, attendance requirements, and how classes are accessed and delivered online.

To assist you we've answered the most common questions we've had this week, some of which relates to how classes are shown in the enrolment area of the portal. Please contact us if you need help – we want to make sure you have everything you need to get the most from your learning experience.

The information in this email will show you where to find what you need starting with the student portal as well as explain some of the terms we're using to explain different approaches to class delivery.

Please keep in mind that all listed times are Australian Eastern Standard Time (AEST)

Each unit and discipline has defined attendance requirements and the best place to find this information is in the unit outline. If you're not sure you can contact the teaching staff.

## Class Delivery

**In Trimester 2 ACAP is delivering its classes online. We've used the following terms to describe different approaches to delivery:**

1. **recorded for you to watch and access online in your own time (asynchronous),**
2. **scheduled/ timetabled classes (synchronous), and**
3. **blended delivery which is a mix of the two and has been specified for the Counselling discipline because of the scheduled workshops we expect to hold on campus later in the trimester.**

### **SYNCHRONOUS:**

Psychology, Counselling, Social Work, and Criminology

- **Weekly lecture** (Will be either recorded or live).
- **Weekly tutorial** (Counselling, Criminology and social Work, Will be either recorded or live.) (Psychology classes commence in week 2 and are only live)

### **ASYNCHRONOUS:**

Psychology, Counselling, Social Work, and Criminology

- **Weekly lecture and tutorial** (recorded).
- **Weekly posting** (Counselling, Criminology and social Work - Online forums, completion of tasks with due dates.)
- **Weekly tutorial** (Psychology only - Weekly online tutorial activities commencing week 2)

**BLENDED:**

Counselling Only

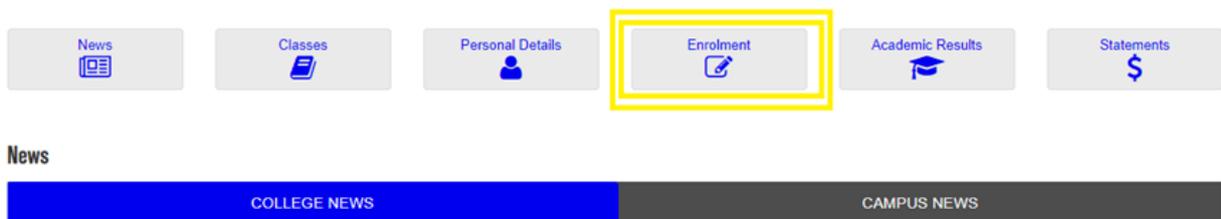
- **Fortnightly lecture** (live, interactive and timetabled).
- **Fortnightly tutorial** (live, interactive and timetabled).
- **One face to face workshop** In each state (delivery of this workshop will depend on restrictions as they apply at the scheduled time).

**Identifying Your Unit's Delivery Method**

To identify what classes and delivery mode you are enrolled into, follow these steps.

1. Open your Student Portal: [Click Here](#)
2. Open the Enrolment Tab

Student Portal



3. Interpret your listed unit's Delivery Mode

**SYNCHRONOUS** - A Unit that has a specific time listed in its description will be delivered at the time scheduled (AEST)

<p> Professions and Society (MULT1025) - Online Delivery, Sydney time, <b>Tuesday 7:30PM-1hr</b></p>	<p></p>
<p> Professions and Society (Lecture) (MULT1025X) - Online Delivery, Sydney time</p>	<p></p>

**ASYNCHRONOUS** - A Unit with no time listed (Text "Sydney Time" still present) in its description is a recorded session that you can watch in your own time.

<p> Advanced Mental Health and Wellness (COUN2261) - <b>Online Delivery, Sydney time</b></p>	<p></p>
<p> Advanced Mental Health and Wellness (Lecture) (COUN2261X) - <b>Online Delivery, Sydney time</b></p>	<p></p>

**BLENDED** - A Unit that has Blended Listed within its description will be delivered with a mix of scheduled classes, including face to face workshops later in the trimester, and live lectures and tutorials classes every other week.

 Trauma Informed Counselling Practice 2 (COUN2271) <b>Blended Delivery</b> , Sydney, Tuesday 2:00PM-1hr	
 Trauma Informed Counselling Practice 2 (Lecture) (COUN2271X) <b>Blended Delivery</b> , Sydney, Tuesday 10:00AM-1hr	

## Your Class Space and Zoom/Class Links

Links to your Lectures and Tutorials are located in your online unit class space, found at the top of your student portal.

1. Within your Student Portal open the "Classes Tab"

Student Portal



2. Your enrolled units will be listed here. Select a desired unit and proceed.



3. The look and layout of these class spaces may differ slightly, depending on Discipline and Delivery Mode, but general functionality remains similar.
4. Your classes Lecture and Tutorial Zoom Links, as well as recorded sessions are located at the top of these class spaces.

► Open all ▼ Close all  
Instructions: Clicking on the section name will show / hide the section

1	▶	Class recordings (& online Zoom access links)	Topic 1
2	▶	Unit Assessment Information and Submission	Topic 2
3	▶	Week 1: An introduction to domestic and family violence.	Topic 3
4	▶	Week 2: Sexual violence in Australia.	Topic 4
5	▶	Week 3: Domestic and sexual violence towards Aboriginal and Torres Strait Islander women and girls.	Topic 5
6	▶	Week 4: Domestic violence in LGBTIQ+ communities.	Topic 6
7	▶	Week 5: Domestic violence for women as it effects women from culturally and linguistically diverse communities.	Topic 7
8	▶	Week 6: The impacts of domestic violence on children, coercive control.	Topic 8
9	▶	Week 7: Group Presentation	Topic 9
10	▶	Week 8: Perpetrator accounts of their violence.	Topic 10
11	▶	Week 9: Primary prevention of domestic and sexual violence.	Topic 11
12	▶	Week 10: The role of media in reporting domestic violence.	Topic 12
13	▶	Week 11: The role of bystanders	Topic 13

## Identifying Your Weekly Timetable

With your delivery modes now established, and Zoom Links located, you will now want to identify when your live Lectures and Tutorials (Zoom Sessions) are held.

### Asynchronous Classes

1. With no mandatory live (scheduled) session, lectures and tutorials are recorded and listed within the class recording section.
2. You will work through weekly requirements and sessions by scrolling down the unit class space. Here you will find your hurdle requirements, and weekly tasks and postings.

### Synchronous Classes

1. The Day, Time and Duration of each of your weekly "live" Lectures or Tutorials is listed within the descriptions of your enrolments, explained in the "Identifying Your Units Delivery Mode" section of this communication.

📖 Professions and Society (MULT1025) - Online Delivery, Sydney time, **Tuesday 7:30PM-1hr**

1. Enter the webinar link at the listed time each week to participate
2. If you do not, or are not required to attend your Lectures or Tutorials live they will be uploaded after the sessions have concluded
3. \*Psychology Tutorial begin in the week of 22 June

## Blended Delivery

1. Blended delivery has Lectures and Tutorials every other week, and a Workshop that can go for up to 3 days towards the end of the trimester. The specifics of these times and days depend on your enrolled unit.
2. Open the Full Blended Timetable (Follow [This Link](#) and select your relevant Qualification, then T2 Blended Timetable) and scroll down to your corresponding unit code.
3. Here you will find the details of your unit's workshop, and the date and times required for your "live" Lectures and Tutorials.
4. Lectures - A single Lecture time is held Nationally
5. Tutorials - Are split into "Classes". You can identify your Tutorial by matching the day and time found in the unit's Enrolment description to the day and time found in the complete course blended Timetable.

 Trauma Informed Counselling Practice 2 (COUN2271) **Blended Delivery, Sydney, Tuesday 2:00PM-1hr**

COUN2271	Trauma Informed Counselling Practice 2	Online Zoom sessions plus activities  Dates TBC	<b>National lecture (1 hour):</b> Tuesday 10am  <b>Tutorial Options (1 hour):</b> Tuesday 11am <b>Tuesday 2pm</b> Tuesday 7pm Thursday 8:30pm  <i>Weeks 1, 3, 5, 7, 9</i>
----------	--	---	--

6. For further details and a more in depth explanation of Blended modality please watch the "[ACAP Studying via Blended Delivery T2 2020](#)" Video

We hope you are excited about commencing T2. Do not hesitate to contact your educators or the Student Engagement Team ([studentcentral@acap.edu.au](mailto:studentcentral@acap.edu.au)) if you have any questions.

We are here to support you in your learning journey.

**ACAP Student Engagement**