Diploma of Media & Communication (LDMC)–

Course Outline

Version: 3

Contents

Navitas Bundoora Pty Ltd trading as La Trobe College Australia ABN 92 143 736 789 TEQSA PRV12186 – Institute of Higher Education, CRICOS Code 03312D; La Trobe University TEQSA PRV12132 – Australian University, CRICOS Code 00115M

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DIPLOMA OF MEDIA AND COMMUNICATION (LDMC)

1. Summary Information

Program Title	Diploma of Media & Communication (LDMC)
Home campus:	Bundoora
Award "ownership"	La Trobe College Australia
Year and trimester of introduction	Trimester 3, 2016
Total Credit Points	120 Credit points
Mode of Delivery	Face to Face on Campus
Intake Trimesters	Trimester 1, 2 and 3
Duration	42 weeks (Full time) or equivalent
Articulation options	La Trobe University: Bachelor of Arts (Digital Media Major) Bachelor of Arts (Any Major)* Bachelor of Media and Communication *Students can take 2 majors. Digital Media must be one of the majors. Additionally, students may need to forfeit credit depending on second major.

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2. Course Overview

The Diploma of Media and Communication offers a range of choices in communications and journalism subjects. Areas of study include broadcast media, journalism, screen and sound studies, strategic communication, writing and further studies across a range of humanities disciplines.

Students can learn the processes and skills required for interviewing while being introduced to strategic communication and the mediums of screen and sound. Students will study subjects and skills that are relevant to all areas of specialisation offered at La Trobe University.
Students are required to have access to a laptop for coursework and participation for the duration of the course.

3. Course Learning Outcomes

1. Critically and creatively apply knowledge, skills and practices relevant to their field of study developing autonomy and judgment to appraise, analyse, produce or create works suited to a range of audiences

2. Develop, research and evaluate concepts, ideas, information, images and processes, relevant to their field of study, through creative, critical and reflective thinking and practice

3. Interpret, communicate and exchange ideas, problems and arguments across personal, professional and disciplinary settings using a variety of modes and media that are suited to audiences and contexts

4. Effectively gather and communicate ideas and information across a variety of platforms in the forms relevant to the different disciplines

5. Work independently and collaboratively to demonstrate self-management and exhibit the skills needed to develop and sustain effective networks, relationships and connections relevant to their specialist area of study

6. Practice exercising judgment that reflects the values and principles underlying their field of study and demonstrate responsibility and accountability in their relationships, communication, conduct, practice and future learning

4. Level of Award
This is a Higher Education, Australian Qualifications Framework Level AQF 5.

5. Program Duration
The program can be completed in three trimesters.

6. Entry requirements

(a) Academic Entry Requirements:
- Completion of Year 12 or of foundation studies program.

(b) Minimum age requirement:
- 17 years

(c) English language requirement:
- Completion of Year 12 English or IELTS 5.5

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(d) Pre-requisite / assumed knowledge:
- Nil

7. Program approval

La Trobe College Australia Academic Board and TEQSA.

8. Program Structure

Trimester	Unit Code	Name of Unit	Core / Elective	Credit points
1	LTM1AIM	Academic Integrity Module	Mandatory	0
1	MMAC1WFM	Writing for Media	Core	15
1	MJRN1TIN	The Interview	Core	15
2	MJRN1TEJ	The Emerging Journalist	Core	15
2	MCRA1PWR	Professional Writing	Core	15
3	MMACMME	Making Media	Core	15
1, 2 or 3	BMKT1MSD	Fundamentals of Marketing (LDBB)	Elective	15
1, 2 or 3	BBUS1SBY	Sustainability (LDBB)	Elective	15
2 or 3	PPSY1PAC	Introduction to Psychological Science: People and Culture (LDPY)	Elective	15
1 or 2	HSTM1001	Making Sense of Data (LDHS)	Elective	15
1, 2 or 3	BTHS1THE	Introduction to Tourism, Hospitality and Events (LDBB)	Elective	15
1 or 2	MMGT1ISM	Sport Management	Elective	15
2 or 3	BBUS1DIB	Disruption in Business	Elective	15

Students must complete an elective module from any other diploma course in each trimester.
Suggested modules include one of the following:

- MMGT1ISM: Sport Management (LDMC)
- BBUS1SBY: Sustainability (LDBB)
- PPSY1PAC: Introduction to Psychological Science: People and Culture (LDPY)
- BBUS1DIB - Disruption in Business (LDBB)
- BTHS1THE: Introduction to Tourism, Hospitality and Events (LDBB)
- HSTM1001: Making Sense of Data (LDHS)

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a) Study Plan

	LTM1AIM Academic Integrity Module - Compulsory online module that must be completed in first trimester.		
Diploma of Media and Communication One Year	**Trimester 1**	**MMAC1WFM** - Writing for Media (*Core: ABABU & ABMC: all majors*)	**MJRN1TIN** - The Interview (*Core: ABABU & ABMC: Journalism & Media Industries majors*)	**One of the following electives:** **HSTM1001** - Making Sense of Data **BBUS1SBY** - Sustainability **BMKT1MSD** - Fundamentals of Marketing **BTHS1THE** - Introduction to Tourism, Hospitality & Events **MMGT1ISM** - Sport Management (Core ABMC Sports Media major) **BBUS1DIB** - Disruption in Business (Core ABABU)
	Trimester 2	**MJRN1TEJ** - The Emerging Journalist (*Core ABABU & ABMC: Journalism & Sports Management majors*)	**MCRA1PWR** - Professional Writing (*Core ABABU & ABMC: Professional writing major*)	**One of the following electives:** **HSTM1001** - Making Sense of Data **BBUS1SBY** - Sustainability **BMKT1MSD** - Fundamentals of Marketing (*Core ABABU*) **PPSY1PAC** - Introductory Psychology: People and Culture **BTHS1THE** - Introduction to Tourism, Hospitality & Events **MMGT1ISM** - Sport Management (Core ABMC Sports Media major) **BBUS1DIB** - Disruption in Business (Core ABABU)
	Trimester 3	**MMAC1MME** - Making Media (*Core for ABABU*)	**One or two of the following electives:** **BBUS1SBY** - Sustainability **BMKT1MSD** - Fundamentals of Marketing **PPSY1PAC** - Introductory Psychology: People and Culture **BTHS1THE** - Introduction to Tourism, Hospitality & Events **MMGT1ISM** - Sport Management (Core ABMC Sports Media Major) **BBUS1DIB** - Disruption in Business (Core ABABU)	

MMAC1WFM: Writing for Media

Writing for Media introduces students to the practice of writing in order of importance for various media platforms. The focus of the subject will be to teach students how to write short-form news articles for print (newspapers and online news sites) and radio. The key learning outcomes of news judgement, distilling information, writing concisely and writing material in order of what is most important are transferable across a range of vocations. You do not have aspire to be a news journalist to use the skills you will learn in this subject.

This subject will equip you with the preliminary skills and knowledge you need to succeed in a career in the media industry. You will learn the fundamentals of media writing and theory. The skills and knowledge from this subject may be applied to career paths including journalism, media industries and cinema and television production.

Subject Learning Outcomes

1. Understand and demonstrate appropriate punctuation, grammar and syntax for professional writing.
2. Understand the importance of and demonstrate attribution in professional writing.
3. Be able to write a short form article from a longer form of information.
4. Write a newspaper report.

Class requirements

Timetabled hours per week (4 hours)

- One 2-hour lecture per week
- One 2-hour tutorial per week

Assessments

Assessment Type	Weighting	Subject Learning Outcomes	Course Learning Outcomes
1. Subject Quiz	5%	1-2	2
2. Writing Task: Down Under Explained	15%	1-3	1-4,6
3. Writing Folio Part A	15%	1-4	1-4,6
4. Writing Folio Part B	25%	1-3	1-4,6
5. Grammar Quizzes (Fortnightly)	40%	1-2	2

MJRN1TIN: The Interview

As workplaces become more interactive and interconnected, interviewing skills are becoming more important across a range of vocations. In this subject, students study the processes and skills required for interviewing, focusing on key case studies in literature, print journalism, cinema, broadcasting and online.

This subject will equip you with the preliminary skills and knowledge you need to succeed in a career in the media industry. You will learn the fundamentals of news and feature interviewing. Students studying this subject may be seeking entry into a Bachelor of Media and Communication or Bachelor of Arts or seeking to improve their writing skills and gain an understanding of journalism theory. The skills and knowledge gained in this subject may be applied to a variety of career paths including journalism, professional writing and media industries.

Subject Learning Outcomes

1. Develop an understanding of the history and formats of interviews in the media, and interview practice in journalism, and non-related fields
2. Create written versions of interviews, with specific attention to developing formatting and editing skills and profile writing
3. Practice interviewing skills in different settings such as live interviews, and develop skills to approach subjects to participate in the interview process and researching for an interview
4. Critically evaluate interviews and the interview process in different settings
5. Write for an online publishing platform, with particular emphasis on learning how to deploy hyperlinks, and how to best promote one's work.

Class requirements

Timetabled hours per week (4 hours)

*   One 2-hour lecture per week
*   One 2-hour tutorial per week

Assessments

Assessment Type	Weighting	Subject Learning Outcomes	Course Learning Outcomes
1. Introductory assessment – Oral presentation	5%	-	2
2. Critical essay	30%	1,3	1, 2, 5
3. Portfolio	25%	1	1, 2, 5
4. A researched profile interview and a written profile	40%	2	1, 2, 5

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MJRN1TEJ: The Emerging Journalist

The Emerging Journalist introduces students to the shifting roles and responsibilities of journalists and journalism within liberal democratic societies. At the successful completion of The Emerging Journalist, you will appreciate the contemporary media landscape and the role of journalists and media organisations in relation to social, economic, political, and cultural power structures.

Topics and issues covered include: the changing nature of audiences and the new ways that journalists are engaging and interacting with audiences; the journalistic applications of social media; best practices in reporting and writing; and the impacts of cultural and technological impacts on journalism as both a profession and as a practice.

Subject Learning Outcomes

1. Identify and write newsworthy stories for print/online publication, using relevant journalistic forms, including the inverted pyramid.
2. Verbally present research on a newsworthy topic and explain their ideas and questions to groups of other students and staff.
3. Identify, analyse and evaluate sources, arguments and evidence in a range of platforms (audio, online, print, screen including engagement with audiences) and apply these critical skills to their own work.
4. Understand and demonstrate appropriate punctuation, grammar and syntax for professional writing.

Class requirements

Timetabled hours per week (4 hours)

- One 2-hour lecture per week
- One 2-hour tutorial per week

Assessments

Assessment Type	Weighting	Subject Learning Outcomes	Course Learning Outcomes
1. Short News Reports x 4 (Oral) – 2 minute equivalent	20%	1, 3, 4	1-3, 6
2. Short news story and questions (400 words)	25%	1-4	1-3, 6
3. News story (400 words)	25%	3	1-3, 6
4. Feature article (800 words)	25%	1, 3, 4	1-3, 6
5. Early assessment quiz	5%	1, 3, 4	1-3, 6

MCRA1PWR: Professional Writing

Learning to write well brings benefits within and beyond university. This interdisciplinary unit offers you the opportunity to strengthen your professional, creative and academic writing skills. We develop a conceptual framework for analysing the writing of others and editing your own work effectively, as well as improving your skills in the generation of ideas, elements of style and identification with the audience. These areas of writing will be explored through modules with theoretical and practical components:
- Academic writing, including essay writing, essay structure, avoiding plagiarism, editing, and proof-reading.
- Non-fiction writing across a number of genres, particularly writing for popular media, reviews of the arts and writing for the web.
- Creative writing, which can include fiction, poetry, and scriptwriting.

Subject Learning Outcomes

1. Apply the concepts from the Writer's Toolbox, presented in the subject, to your own and others' work.
2. Articulate connections between your study of writing and issues of personal or social concern.
3. Demonstrate independent thinking in your essay materials.
4. Write clear, well-organised and proof-read academic and creative pieces.
5. Work co-operatively on various tasks to discuss the strengths and difficulties in your own and others' writing.

Class requirements

Timetabled hours per week **(**4 hours)

- One 2-hour lecture per week
- One 2-hour tutorial per week

Assessments

Assessment Type	Weighting	Subject Learning Outcomes	Course Learning Outcomes
Quiz	3%	-	-
Reflective Writing Piece - 800 words: "My Writing Life". This task includes an in-class workshop worth 5% (conducted in tutorials during Week 4).	22%	1 - 4	1, 2, 6
Assignment 2: A critical analysis of some of your earlier writing using one element of the 'toolbox' (1000 words, 20%). This task includes an online workshop worth 5% (in tutorials during Week 8).	25%	1, 2, 6	1, 2, 6
Assignment 3: A writing folio based on ten of your weekly writing exercises (1500-2000 words)	50%	1 - 5	1 - 6

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MMAC1MME: Making Media

The focus of this introductory subject is to learn basic filming and newsgathering techniques and to have fun. You will learn a lot in a short time about developing a mobile news program and working as a member of a team. Although the culmination of this subject is the successful screening of a television news bulletin, almost all of the techniques you will learn are transferable to other areas of the media. Making Media will give you the opportunity to acquire foundation skills in video and sound editing, as well as writing and scripting a television news bulletin.

Subject Learning Outcomes

1. Understand the nature of the term "news" in a variety of media forms.
2. Understand the historical development of news as a component of a media production process in a variety of media forms.
3. Analyse the institutional structures, work practices and limitations involved in the routine production of news.
4. Develop skills in the analysis of individual news stories, news programs and news as a cultural institution and media form.
5. Develop rudimentary skills in video production and studio operation together with scripting and writing skills in order to produce a simulated news program in a real time format.

Class requirements

Timetabled hours per week (4 hours)

- One 2-hour lecture per week
- One 2-hour tutorial per week

Assessments

Assessment Type	Weighting	Subject Learning Outcomes	Course Learning Outcomes
Assessment 1: Quiz	5%	1 - 3	2 - 4
Assessment 2: Short Essay	30%	1 - 3	1 – 4, 6
Assessment 3: News Production	40%	1-5	1 - 6
Assessment 4: Reflection	25%	1-5	1, 2, 6

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Suggested Electives

MMGT1ISM Sport Management

In this subject you will be introduced to the sport industry and the unique features of sport while developing the skills of critical analysis, appraisal, and reflection. You will examine the relationship between sport and society, reflect upon the implication of the UN's sustainability goals to the sport industry and sport managers, and be encouraged to challenge norms and ideologies. You will also reflect on the continued significance of sport, in Australian culture specifically, while understanding the role of sport managers in being sensitive to that significance and its impact on day-to-day management.

Subject Learning Outcomes

1. Examine the role of sport in society and identify the unique features of sport management and the Australian sport industry

2. Apply the theoretical principles of management to sport and sports organisations across the profit, non-profit and public sectors

3. Critically assess and challenge the role of the sport manager in responding to sport's significance in Australian culture

4. Develop sport research appraisal skills and understand their application to the role of sport manager

Class requirements

Timetabled hours per week (4 hours)

- One 2-hour lecture per week
- One 2-hour tutorial per week

Assessments

Assessment piece	Weighting	Subject Learning Outcomes	Course Learning Outcome
Quiz	5%	-	1
Assignment - Sport management research literature review. 750 word equivalent	20%	1 - 4	1 - 4
Essay/Report - Critically review a sporting organisation. 1200 word equivalent	30%	2, 3, 4	1 - 4
Essay/Report - An individual report. 2000 words	45%	1 - 4	1 - 4

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BMKT1MSD Fundamentals of Marketing

An introductory subject to marketing principles and practice as applied to mainly fast-moving consumer goods. A key focus of this subject will be development of communication and presentation skills that are integral to the marketing profession and success in business. Through the integration of these skills within the subject, you will develop transferable skills that will used throughout your business career to engage with a range of stakeholders. Topics will cover the marketing concept, the marketing environment, buying behaviour in consumer and organisational markets, customer segmentation, targeting and positioning, developing the marketing mix, and the implementation and control of marketing programs. This subject provides a sound foundation for future marketing subjects, advanced skill-development, and your career.

Subject Learning Outcomes

1. Apply the philosophy of marketing into basic business decisions.
2. Appreciate the major theoretical principles upon which the practice of marketing is based.
3. Apply these key marketing principles in analysing a range of marketing problems.
4. Identify marketing management tasks and understand how marketing fits into the organisational environment.
5. Demonstrate capability in written and oral communication and analytical skills in a marketing context.

Class requirements

Timetabled hours per week (4 hours)

- One 2-hour lecture per week
- One 2-hour tutorial per week

Assessments

Assessment piece	Weighting	Subject Learning Outcomes	Course Learning Outcome
Individual Test X 10	20%	1-5	1, 3, 4, 5, 6, 7, 8, 9, 16, 17
Assessment 2	40%	1-5	1, 3, 4, 5, 6, 7, 8, 16, 17, 18, 21
Assessment 3 Group Assignment	40%	1-5	1, 2, 3, 4, 5, 6, 8, 11, 12, 13, 16, 17, 18, 21

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BBUS1SBY Sustainability

This subject introduces you to the concept of sustainability, and a systems approach to understanding the complex interactions between the environmental, economic, and social dimensions of sustainability. The subject attracts students from a range of fields, bringing a multidisciplinary team perspective to the researching, analysis, and problem-solving aspects of creating positive change for sustainability. In teams, you are required to critique, design, and present an action plan aimed at resolving a sustainability issue that impacts current and future generations. This subject provides you with the opportunity to enhance, demonstrate and document work-ready skills appropriate to your chosen career path.

Subject Learning Outcomes

1. Identify the interplay between the social, environmental and economic pillars of sustainability, and the implications for ethically complex decision-making.
2. Evaluate innovative, systems-based solutions through the application of disciplinary knowledge and skills to researching, analysing and resolving sustainability challenges.
3. Apply the theory and frameworks developed in the subject to analyse and appraise a specific sustainability-related issue.
4. Demonstrate an ability to engage effectively in diverse teams to complete complex team tasks or structured projects in culturally diverse educational settings.

Class requirements

Timetabled hours per week (4 hours)

- One 2-hour lecture per week
- One 2-hour tutorial per week

Assessments

Assessment piece	Weighting	Subject Learning Outcomes	Course Learning Outcome
Group Assignment	30%	1-4	1, 3, 4, 5, 6, 7, 8, 11, 12, 16, 17, 18
Individual Assessment (1500 words)	40%	1-3	1, 3, 4, 5, 6, 7, 8, 16, 18
Online & In Class Activities	30%	1-2	1, 3, 4, 5, 6

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PPSY1PAC: Introductory Psychology: People and Culture

In this subject you will be introduced to key areas of psychology with a socio-cultural perspective. People share knowledge with others in society. The shared knowledge (i.e., culture) gives meanings to people's lives as well as influencing their everyday behaviour, the sense of who they are, their personal relationships and psychological wellbeing. We will discuss psychology of individuals in diverse contexts to understand how personal experiences, including emotions, motivation, intimacy with others and health behaviours are shaped by cultural understanding and social expectations in those contexts.

Subject Learning Outcomes

1. Apply an understanding of socio-cultural perspectives of psychology to human behaviour and experiences.
2. Identify appropriate information sources to develop logical, well-supported, and appropriately referenced written arguments based on empirical evidence.
3. Demonstrate sensitivity and knowledge of diversity in cultural beliefs, practices, and communication styles.
4. Critically reflect on psychological assessment tools within a socio-cultural context.
5. Apply ethical guidelines governing appropriate academic conduct.

Class requirements

Timetabled hours per week (4 hours)

- One 2-hour lecture per week
- One 2-hour tutorial per week

Assessments

Assessment Type	Weighting	Subject Learning Outcomes
Self-Reflection Questionnaire	3%	1
Self-Reflection Video Assessment	12%	1, 3, 4, 5
Major Essay (1200 words)	25%	1-5
Online Quizzes: Online Quiz 1 – Week 1 - 4 Online Quiz 2 – Week 5 - 8 Online Quiz 3 – Week 9 -12	60% (20% each)	1, 3, 4, 5

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HSTM1001: Making Sense of Data

This subject introduces students to modern data analytics, visualisation, and statistics. It equips students with the skills required to take advantage of powerful computing for the analysis and visualisation of complex data. These skills are used to solve problems in areas such as the biological sciences, medical sciences, agricultural sciences, nutrition, health sciences, education, and business. Students will become familiar with data visualisation and computing, descriptive statistics, statistical modelling, and data-based decision making. Using statistical computing packages is an integral part of this subject. This subject allows further study in second-year subjects in statistics and data science.

Subject Learning Outcomes

1. Convert data into useful information by using appropriate numerical and graphical summaries.
2. Calculate probabilities and other quantities from discrete and continuous probability distributions.
3. Identify and apply appropriate statistical inference methods for decision making.
4. Compute, display, and interpret numerical and graphical summaries, probabilities and various statistical inference procedures using one or more statistical software package(s).
5. Apply data visualisation skills and/or statistical knowledge in a chosen applied field of study.

Class requirements

Timetabled hours per week (5 hours)

- One 2-hour lecture per week (blended)
- One 2-hour computer workshop per week (blended)
- One 2-hour tutorial per week (blended)

All sessions for this subject are delivered on campus; students are expected to attend campus as their primary learning mode.

Assessments

Assessment piece	Weighting	Subject Learning Outcomes	Course Learning Outcomes
6 x Online quizzes	30% total	1, 2, 3, 4	3, 6
3 x Written assignments	45% total	3, 4, 5	1, 3, 4-6
Final Exam	25%	1, 2, 3, 4	1, 3, 6

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BTHS1THE: Introduction to Tourism, Hospitality and Events

This subject introduces you to concepts, theories and terminology involved in an academic study of tourism, hospitality and events. It provides you with a comprehensive overview of the tourism and hospitality industry in Australia. It provides you with an awareness of the breadth of the industry and of the interests and activities it encompasses. You will examine various components of the industry, with a particular focus on the nature of its organisation and the sort of data and information it generates. This subject provides a foundation for you to make informed choices about future subjects and potential career options.

Subject Learning Outcomes

1. Explain and understand the academic concepts of tourism, hospitality and events in basic theoretical terms;
2. Use academic literature to write critically on tourism, hospitality and events;
3. Explain issues relating to tourism, hospitality and events through written work using appropriate referencing.

Class requirements

Timetabled hours per week (4 hours)

- One 2-hour lecture per week
- One 2-hour tutorial per week

Assessments

Assessment Piece	Weighting	Subject Learning Outcome(s)	Course Learning Outcome(s)
Forum Post	5%	1	1-3
Case Study	20%	1-3	1-3
Report 1	35%	1-3	1-3
Report 2	35%	1-3	1-3
Class Participation	5%	1-3	1-5

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BBUS1DIB Disruption in Business

Traditional business models are being disrupted by numerous factors. Chief among them are new technologies that change how businesses operate. One commonality observed among these disruptive trends is the role of data. Data has become a highly valued business asset, forming a strong foundation to high quality decision processes. This subject will introduce you to the role of data in disrupting traditional business operations and formulating business strategy. You will gain an appreciation of how data can be turned into business insights through a process called analytics, using examples across a range of business problems. On completion of this subject, you will appreciate the pivotal role that data and analytics play in various strategic initiatives within organisations, and the strategies that link analytics to business performance while balancing issues such as ethical and data governance.

Subject Learning Outcomes

1. Explain the role of data and analytics in disrupting traditional business models;
2. Understand the value of analytics from various case examples across key business functions and industries;
3. Recognise the importance of data ethics and governance to business success and longevity;
4. Discuss how business performance management can be linked to any data strategy and data analytics initiatives.

Class requirements

Timetabled hours per week (4 hours)
- One 2-hour lecture per week
- One 2-hour tutorial per week

Assessments Assessment Piece	Weighting	Week Due	Subject Learning Outcome(s)	Course Learning Outcome(s)
Assessment 1A	10%	3	1,4	1-5
Assessment 1B	25%	6	1,4	1-5
Assessment 2	25%	9	1,2,4	1-5
Assessment 3	40%	12	1-4	1-5

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9. Rules for Program Completion

Students need to successfully complete 120 credit points comprising 5 core units and 3 electives. Students complete the Diploma over three trimesters (12 months).

10. Program articulations

Graduates of this program can articulate into the following courses at La Trobe University:
- Bachelor of Arts (Digital Media Major)
- Bachelor of Arts (Any Major)*
- Bachelor of Media and Communication (all majors except Sports Media)

*Students can take 2 majors. Digital Media must be one of the majors. Additionally, students may need to forfeit credit depending on second major.

Students must successfully pass all subjects with an average score of 50 in their diploma course in order to be accepted into the bachelor degree.

11. Facilities and Resources

Type of facilities and resources required	Explanation
Teaching rooms	There is one lecture theatre (capacity 90) and three computer labs capacity 25. The college has seminar style classrooms that are designed as team-work hubs. Each room has audio visual equipment including, data projectors with multiple screens wireless microphones, visualisers, high speed Wi-Fi and desk-based power points. **Seminar rooms:** 5 capacity 50 7 capacity 40 3 capacity 30 21 capacity 20
Computer Laboratory	Students have access to three dedicated computer laboratories and access to a shared computer hub. All are equipped to a standard equivalent to those provided at the partner University. This includes wireless computer access, printers and scanners. All computers contain a range of specialist software and the MS Office Suite. All hardware is replaced on a three-year cycle. **Computer labs:** 2 capacity 20 2 capacity 30
Library	Students have access to the LTU library which supports ELICOS and pathways programs. The library facilities include a specific lending collection aligned to programs offered, student computers, quiet study areas, access to online resources and library staff for research assistance and direction.

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Type of facilities and resources required	Explanation
Learning Management System	The Learning Management system (Moodle) contains all subject information for students including subject outline, assessments, tutorial activities, and collaborative learning activities. LTCA delivers all subjects using the face to face delivery mechanism, onsite for all students onshore on a student visa. For Domestic students, a blended learning model and approach is available stemming out of the transformation to online learning starting January 2020 due to the pandemic. A number of online learning tools have been added. These include, but are not limited to: • Virtual classrooms • Synchronous and Asynchronous sessions • Interactive whiteboards • Discussion forums • Podcasts and screencasts • Embeddable external platforms (Kahoot, Socrative, Quizlet, H5P etc)

12. Measurement of student outcomes

(a) Grading Scale

The Grading Scale is included in every course outline. The assessment grade is a measure of the extent to which the desired learning outcomes have been achieved in the units of the program. Grades the students achieve are descriptive rather than numeric and are officially defined as:

Grade	Percentage Range
A	80 - 100
B	70 - 79
C	60 – 69
D	50 - 59
N	0 - 49

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13. Articulation options

This diploma will provide students with the required skills for entry into 2nd year of the following Bachelor courses at La Trobe University:

- Bachelor of Arts (Digital Media Major)
- Bachelor of Arts (Any Major)*
- Bachelor of Media and Communication (all majors except Sports Media)**

* Students can take 2 majors. Digital Media must be one of the majors. Additionally, students may need to forfeit credit depending on second major.

** Students may choose from the following Majors and Minors:
Majors:
1. Creative and Professional Writing
2. Journalism
3. Marketing
4. Sports Media

Minors include:
1. Creative and Professional Writing
2. Journalism
3. Digital Marketing Communication
4. Media Industries
5. Sports Media

For students only wishing to complete the Diploma of Media and Communication you may find a career as one of the following:

- Film and Media director
- Journalist
- Media producer and presenter
- Proofreader
- Public relations professional Writer and editor
- Advertising executive Advertising specialist
- Technical writer