



## Important Assignment Information

Please read this information before you begin your assignment.

### **What are the Learning Reflections pages?**

The learning reflections asks you to think about your own learning. It is an opportunity to think about what went well, what you found more difficult, and what advice you are using from your tutor. It should be added to the end of your assignment for submission. Although it is not graded, it is useful for your tutor to see how you are doing.

**Why am I asked to hand-write lots of my assignments?** Being able to hand-write is a life skill, and we want to help you develop this important skill for life. The brain engages differently when we write something by hand as opposed to typing it on a keyboard or by touching a screen. Studies show that writing improves memory; students retain learning better when working with new ideas through handwriting instead of typing.

Engaging the body in writing by hand helps make writing a more holistic activity. There is something uniquely physical and multidimensional about putting pen to paper to form words and sentences.

### **Where should I write my answers/information?**

*If this is a written assignment, does the assignment provide space for you to write directly onto the document?* If YES, have you printed it out so that you can complete the assignment on the document provided?

Please remember:

- It is a requirement that assignments are completed on the document provided, where space is given for this.
- Assignments will not be marked unless the student has used the document provided for their answers (when provided), unless alternative arrangements have been agreed upon with your tutor and SPM prior to submission.

Please note that for assignments where you are doing something more open-ended, such as creating a model or a poster, there may not be many (or any) assignment pages to write on. In such cases, simply follow the guidelines set out in the assignment task.

### **Can I copy my answers from somewhere else?**

No, you are not allowed to copy answers from somewhere else. We encourage you to look online and in books to help you understand things better. But, when you are writing your assignment you need to make sure you are sharing your own calculations, words and sentences. If you just copy an answer from somewhere else (this is called 'plagiarism'), we are not able to check your understanding and progress in learning.

Remember, you are signed up to the Your Own Work (understanding plagiarism) course on Canvas – please make sure you have looked through this course.