**WELF1014 Interpreting the task**

**Slide 1: Introduction**

This is a presentation on interpreting the task. It focuses on Assessment 1 which is writing an essay plan and an annotated bibliography. It is of utmost importance that you understand the task requirements first before you begin doing anything else. This presentation looks at the essay questions and attempts to explain them to you and possibly provide some strategies that may be useful for you to find readings that may help you better understand the topics.

**Slide 2: Copyright notice**

**Slide 3: The task**

Assessment 1 comprises two tasks, an essay plan of 250 words and an annotated bibliography of another 250 words. The word limit for the whole task is 500 words and the weight for this these tasks is 10% of the total grade. For both of these tasks, you have to choose one of the two topics provided and write an essay plan and an annotated bibliography on the topic you chose. \*Topic 1 reads ‘With reference to either the Charity Organisation Societies or the Settlement Movement discuss the relevance of their underpinning ideas to the development of human services in Australia. \*Topic 2 reads ‘Given the history of the European colonisation of Australia, many Aboriginal and Torres Strait Islander people are wary of white institutions and social welfare’. Identify and discuss one or two policies or pieces of legislation that have impacted on Aboriginal and Torres Strait Islander people and how the effects can be seen today.

It would be a good idea to highlight the key words or phrases in each of the topics so that you know what you need to address in your essay. If you choose topic 1, then you need to highlight the following: ‘with reference, either, Charity Organisation Societies, Settlement Movement, discuss the relevance, underpinning ideas, development of human services and Australia’. If you choose topic 2, then don’t forget to highlight the following: ‘history of European colonisation of Australia, Aboriginal and Torres Strait Islander people, wary of white institutions, social welfare, identify, discuss one or two policies, pieces of legislations, impacted on, Aboriginal and Torres Strait Islander people, how, effect and seen today’. These words and phrases need to be considered when you locate material for the essay plan and annotated bibliography. It is important to remember that you only have to choose one entity to answer topic 1, i.e. the ‘Charity Organisation Societies’ or the Settlement Movement’. If you choose topic 2 then you would discuss only one or two policies or legislations related to the topic.

The essay plan comprises an introduction, outline and a reference list.

**Slide 4: Annotated bibliography**

For task two, you have to produce an annotated bibliography. In order to complete the annotated bibliography you are expected to use five academic resources that are relevant to your topic. Only three can be taken from the e-readings for the course. After reading the sources, summarise the key ideas and identify how they will contribute to your essay.

**Slide 5: Interpreting the task: Example 1**

Once you have chosen the topic and identified the key words and phrases that will help you locate the necessary resources for writing the essay, you can begin reading about the topic. If you choose topic No. 1, you need to read up on \*‘Charity Organisation Societies’ or the ‘Settlement Movement’ depending on which entity you want to discuss in your essay. \*You also need to identify the underpinning ideas of whichever entity you choose. \*Another important key idea in the question is ‘development of human services in Australia’. It would be useful to ask yourself these questions: \*‘What is Charity Organisation Societies?’ \*‘When was it established?’ \*‘Where was it established?’ \*‘Why was it established?’ ‘What are its underpinning ideas?’ \*‘How are its underpinning ideas relevant to the development of human services in Australia?’ You could use these questions to do the initial search for readings on the topic. The readings will give you a general understanding about the discussions and issues surrounding the topic. Once you have obtained a general understanding about the issues you can then identify particular issues that you want to address in your discussion and read about them more thoroughly. You can use this information to write your essay plan and then the final essay.

**Slide 5: Interpreting the task: Example 2**

If you choose topic 2 for the essay, you would have to read about the key ideas, namely \*‘European colonisation of Australia’, \*‘White institutions and social welfare’, ‘Policies and legislations as a result of European colonisation’, ‘Effects of policies and legislations enforced during European colonisation of Australia on Aboriginal and Torres Strait Islander people’. Some of the questions that might guide you with your understanding are: \*‘When did European colonisation of Australia take place?’ \*‘What was the impact of this on Aboriginal and Torres Strait Islander people?’ ‘What are some of the ‘White institutions’ and social welfare that aboriginal and Torres Strait Islander people had to depend on as a result of the colonisation?’ \*‘What are some of the policies or legislations that were enforced as a result of the colonisation?’ \*‘Why were these policies and legislations enforced?’ \*‘How have these policies or legislations impacted on Aboriginal and Torres Strait Islander people’ ‘Can the effects of these policies be seen today?’ Answers to these questions will give you a general understanding about the topic and highlight the issues that surround it. Once you have done that, you can then identify the policies or legislations that you want to discuss in your essay and the effects of these on Aboriginal and Torres Strait Islander people. You can then do more reading about them so that you can undertake an in-depth discussion about the topic.

**Slide 7: Processes involved**

\*It is important to clearly understand the topic before you begin searching for the material for your different assessments. If you are not clear about the topic, do consult your tutor. Otherwise you would be wasting a lot time looking for resources that may not be useful for your writing or spending valuable time reading information that is not required for your assignment. Once you know what the requirements are, you need to obtain a general understanding about the topic. This is so that you are familiar with the debates associated with the question. Once you do this, you will be aware of the issues that are being raised and discussed. \*Next read about the issues widely and critically. Look at different sources and identify what is being said about the issues. Remember you need to write a lengthy argument about the topic, so you need substantial evidence from your reading to do that. \*Based on how much of evidence you have located from your reading, \*identify the evidence that will support your stand. You have to clearly state whether you agree or disagree with the proposition. You have to then provide the evidence to support the proposition that you have chosen. \*Rather than superficially discussing ten issues, it would be a good idea to choose three to four issues to do an in-depth critical discussion. This is what your tutors would prefer. \*Remember to find at least two or three references to support each of the issues you are discussing. \*When you find information that will support your arguments, remember to paraphrase and summarise. In appropriate instances, you can also quote. Do not forget to record the bibliographic details of the source. Reading for your tasks does not begin and end at the start. Sometimes you may have to read some more while you are writing your essay as you may realise that you do not have enough evidence to support your arguments.

**Slide 8: Resource for writing**

On this slide you will see a link that will take you the library website. The elements covered in the presentation are further expanded on the site.