

CMN320 Creative Writing and Editing for Publication

School: School of Business and Creative Industries

2026 | Trimester 2

UniSC Sunshine Coast
UniSC Moreton Bay

**BLENDED
LEARNING**

Most of your course is on campus but you may be able to do some components of this course online.

Online

ONLINE

You can do this course without coming onto campus, unless your program has specified a mandatory onsite requirement.

Please go to unisc.edu.au for up to date information on the teaching sessions and campuses where this course is usually offered.

1. What is this course about?

1.1. Description

This course empowers you to exercise creative and critical thinking in the production of creative content for industry-focused publications. The workshop environment is structured as a publishing house where you are responsible for writing and editing manuscripts, learning and applying fundamental principles and practices involved in the publishing industry.

1.2. How will this course be delivered?

ACTIVITY	HOURS	BEGINNING WEEK	FREQUENCY
BLENDED LEARNING			
Learning materials – Interactive online learning activities.	1hr	Week 1	5 times
Tutorial/Workshop 1 – Scheduled face to face workshops.	3hrs	Week 1	11 times
ONLINE			
Learning materials – Interactive online learning activities.	1hr	Week 1	5 times
Tutorial/Workshop 1 – Scheduled online workshops (Recorded).	3hrs	Week 1	11 times

1.3. Course Topics

- Publishing industry roles, processes and standards
- Manuscript development
- Substantive/structural editing for creative works
- Copy/style editing for creative works
- Proof reading
- House style

2. What level is this course?

300 Level (Graduate)

Demonstrating coherence and breadth or depth of knowledge and skills. Independent application of knowledge and skills in unfamiliar contexts. Meeting professional requirements and AQF descriptors for the degree. May require pre-requisites where discipline specific introductory or developing knowledge or skills is necessary. Normally undertaken in the third or fourth full-time study year of an undergraduate program.

3. What is the unit value of this course?

12 units

4. How does this course contribute to my learning?

COURSE LEARNING OUTCOMES	GRADUATE QUALITIES
On successful completion of this course, you should be able to...	Completing these tasks successfully will contribute to you becoming...
1 Demonstrate industry-specific skills involved in writing and editing for publication, including substantive and copy editing fundamentals	Knowledgeable
2 Create and edit manuscripts demonstrating critical understandings of ethics and aesthetics	Ethical
3 Demonstrate effective communication skills and work cohesively within a team environment.	Creative and critical thinker
4 Demonstrate planning and problem-solving skills in order to meet publication deadlines	Empowered
5 Analyse and reflect upon publishing practices using scholarly conventions, critical thinking and the application of theory to practice	Creative and critical thinker

5. Am I eligible to enrol in this course?

Refer to the [UniSC Glossary of terms](#) for definitions of “pre-requisites, co-requisites and anti-requisites”.

5.1. Pre-requisites

Completion of 192 units of study

5.2. Co-requisites

Not applicable

5.3. Anti-requisites

Not applicable

5.4. Specific assumed prior knowledge and skills (where applicable)

You are expected to be knowledgeable of a diversity of written narrative forms intended for various audiences. You are also expected to have knowledge and skills in word processing and basic editing.

5.5. Microcredential Information

Not applicable

6. How am I going to be assessed?

6.1. Grading Scale

Standard Grading (GRD)

High Distinction (HD), Distinction (DN), Credit (CR), Pass (PS), Fail (FL).

6.2. Details of early feedback on progress

Opportunities for feedback on your understanding and practical execution of editing role requirements will occur during the first five weeks of the course.

6.3. Assessment tasks

DELIVERY MODE	TASK NO.	ASSESSMENT PRODUCT	INDIVIDUAL OR GROUP	WEIGHTING %	WHAT IS THE DURATION / LENGTH?	WHEN SHOULD I SUBMIT?	WHERE SHOULD I SUBMIT IT?
All	1	Practical / Laboratory Skills	Individual	30%	Read/edit up to 2000 words (manuscript length).	Week 4	Online Submission
All	2	Practical / Laboratory Skills	Individual	30%	Read/edit up to 2000 words (manuscript length).	Week 6	Online Submission
All	3	Written Piece	Individual	40%	2500 words	Week 12	Online Assignment Submission with plagiarism check

All - Assessment Task 1: Substantive Edit Practical

GOAL:	You will have a distinct set of editing responsibilities that must be met for the collective publication to be successfully produced. This assessment task requires you to demonstrate the practical application of substantive editing skills to creative writing, demonstrating your understanding of the responsibilities and challenges of your editing role.																			
PRODUCT:	Practical / Laboratory Skills																			
AUTHORSHIP STATEMENT:																				
FORMAT:	<p>A short story manuscript will be provided to you for substantive editing. You are required to provide substantive editing mark-up on the manuscript and a structural report. Your edits must adhere to industry standards, using MS Word editing features.</p> <p>This task is being used for measuring assurance of learning towards Association to Advance Collegiate Schools of Business (AACSB) accreditation. The following Program Competency will be assessed: PC3 Ethical and Cultural Understanding.</p>																			
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GENERIC SKILLS:	Communication, Problem solving, Applying technologies																			

All - Assessment Task 2: Copy Edit Practical

GOAL:	You will have a distinct set of editing responsibilities that must be met for the collective publication to be successfully produced. This assessment task requires you to demonstrate the practical application of copy editing skills to creative writing, demonstrating your understanding of the responsibilities and challenges of your editing role.																			
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GENERIC SKILLS:	Communication, Problem solving, Applying technologies																			

All - Assessment Task 3: Role Reflection

GOAL:	Within your writer and editor roles you must work both autonomously and as an integral part of the group. This assessment task requires you to submit a written reflection that documents your fulfilment of your responsibilities and the resultant contributions to the publication (progressively and as an end product).																		
PRODUCT:	Written Piece																		
AUTHORSHIP STATEMENT:																			
FORMAT:	Academic format. Audience is scholarly with knowledge of publishing industry practices This task is being used for measuring assurance of learning towards Association to Advance Collegiate Schools of Business (AACSB) accreditation. The following Program Competencies will be assessed: PC3 Ethical and Cultural Understanding PC6 Entrepreneurial and Innovative Thinking and Collaboration																		
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GENERIC SKILLS:	Communication, Collaboration, Problem solving, Organisation																		

7. Directed study hours

A 12-unit course will have total of 150 learning hours which will include directed study hours (including online if required), self-directed learning and completion of assessable tasks. Student workload is calculated at 12.5 learning hours per one unit.

8. What resources do I need to undertake this course?

Please note: Course information, including specific information of recommended readings, learning activities, resources, weekly readings, etc. are available on the course Canvas site– Please log in as soon as possible.

8.1. Prescribed text(s) or course reader

There are no required/recommended resources for this course.

8.2. Specific requirements

The production of the class publication requires much computer-related work. Students unable to access software at home should take advantage of USC computer labs, whether in/outside of class time.

9. How are risks managed in this course?

Health and safety risks for this course have been assessed as low. It is your responsibility to review course material, search online, discuss with lecturers and peers and understand the health and safety risks associated with your specific course of study and to familiarise yourself with the University's general health and safety principles by reviewing the [online induction training for students](#), and following the instructions of the University staff.

10. What administrative information is relevant to this course?

10.1. Assessment: Academic Integrity

Academic integrity is the ethical standard of university participation. It ensures that students graduate as a result of proving they are competent in their discipline. This is integral in maintaining the value of academic qualifications. Each industry has expectations and standards of the skills and knowledge within that discipline and these are reflected in assessment.

Academic integrity means that you do not engage in any activity that is considered to be academic fraud; including plagiarism, collusion or outsourcing any part of any assessment item to any other person. You are expected to be honest and ethical by completing all work yourself and indicating in your work which ideas and information were developed by you and which were taken from others. You cannot provide your assessment work to others. You are also expected to provide evidence of wide and critical reading, usually by using appropriate academic references.

In order to minimise incidents of academic fraud, this course may require that some of its assessment tasks, when submitted to Canvas, are electronically checked through Turnitin. This software allows for text comparisons to be made between your submitted assessment item and all other work to which Turnitin has access.

10.2. Assessment: Additional Requirements

Eligibility for Supplementary Assessment

Your eligibility for supplementary assessment in a course is dependent of the following conditions applying:

- (a) The final mark is in the percentage range 47% to 49.4%; and
- (b) The course is graded using the Standard Grading scale

Your eligibility for supplementary assessment in a course is dependent of the following conditions applying: The final mark is in the percentage range 47% to 49.4% The course is graded using the Standard Grading scale You have not failed an assessment task in the course due to academic misconduct

10.3. Assessment: Submission penalties

Late submissions may be penalised up to and including the following maximum percentage of the assessment task's identified value, with weekdays and weekends included in the calculation of days late:

- (a) One day: deduct 5%;
- (b) Two days: deduct 10%;
- (c) Three days: deduct 20%;
- (d) Four days: deduct 40%;
- (e) Five days: deduct 60%;
- (f) Six days: deduct 80%;
- (g) Seven days: A result of zero is awarded for the assessment task.

The following penalties will apply for a late submission for an online examination:

- Less than 15 minutes: No penalty
- From 15 minutes to 30 minutes: 20% penalty
- More than 30 minutes: 100% penalty

10.4. Links to relevant University policy and procedures

For more information on Academic Learning & Teaching categories including:

- Assessment: Courses and Coursework Programs
- Review of Assessment and Final Grades
- Supplementary Assessment
- Central Examinations
- Deferred Examinations
- Student Conduct
- Students with a Disability

For more information, visit <https://www.usc.edu.au/explore/policies-and-procedures#academic-learning-and-teaching>

10.5. Student Charter

UniSC is committed to excellence in teaching, research and engagement in an environment that is inclusive, inspiring, safe and respectful. The [Student Charter](#) sets out what students can expect from the University, and what in turn is expected of students, to achieve these outcomes.

10.6. General Enquiries

For course-specific questions, contact your teaching staff or Course Coordinator.

For other enquiries or to access support, please contact Student Central:

- [UniSC Student Central](#)
- [UniSC Adelaide Student Central](#)