

# HSN311 APPLICATION INSTRUCTIONS

\*\*\*\*\*Applications due November 9<sup>th</sup> 2018, by 5.00pm AEST\*\*\*\*\*

## INPLACE DATABASE:

### Logging in

1. Login to - <https://placements.deakin.edu.au>
2. Enter your regular Deakin username and password

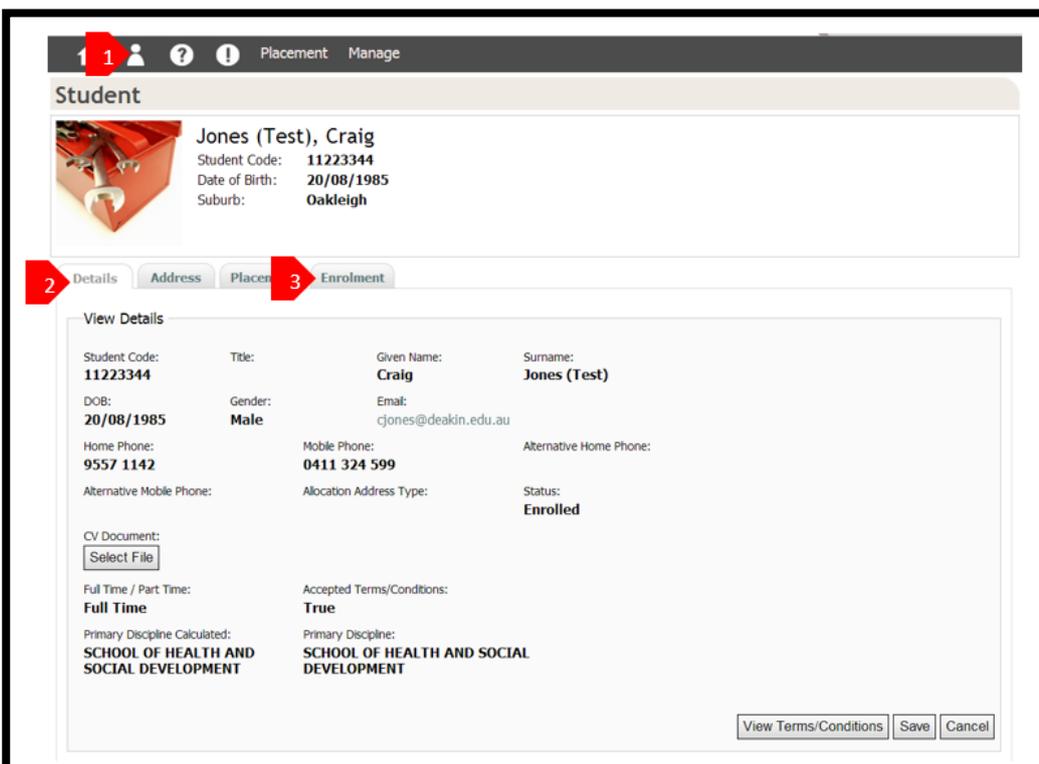


\*\* The first time you login you will prompted to accept the “Terms and Conditions”

### Student details



1. Select the person icon (top left) to review your details
2. To update details log onto StudentConnect – <https://studentconnect.deakin.edu.au/>  
(Note: any updated alterations to your personal information will take overnight prior to being able to continue with your application)
3. Enrolment will only show those units that have a practicum component



## COMPLETING THE ONLINE APPLICATION FOR HSN311

1. Select the person icon **Details** tab
2. Scroll down to complete the **“ENS HSN311 Student Application Questions”**
3. Click on each row to complete

Description	Value	Expiry
"HSN311 Pre-Enrolment Questions"		
Eligibility		
Criteria 1		
Criteria 2:		
Criteria 3:		
Which HSN units have you ALREADY completed?		
Current Enrolment:		
Confirmation of enrolment:		
Any "no" responses above will debar you from being eligible		
Melbourne Placements:		
Geelong Placements (Nutrition students only):		

**Edit**

Criteria 1

I am studying H315 (Bachelor of Food and Nutrition Sciences) or H300 (Bachelor of Health Sciences WITH Major sequence in Food and/or Nutrition)

Yes  
No

Cancel Ok

\*\* Note this will save automatically in the “table view” format as displayed above. If using “Classic View” you will need to scroll up to the top of the page to save.

## APPLICATION OUTCOME

1. **Log back into InPlace on December 1<sup>st</sup>, 2018.**
2. Select the person icon
3. Scroll to the bottom to view “Application Outcome”

Please indicate your availability:	Part time (1-3 days/week) in T1, Full time (4-5 days/week) in T2
Additional Comments:	
Please enter the date of your application:	12/08/2014
Application Outcome:	Successful

\*\*Note: Student [re-enrolments](#) are open 1<sup>st</sup> September 2018. Given the need to review and process all applications equitably, we will not be able to advise individual students of their individual outcome before this date.

## Instructions for the video submission for HSN311 2019 application

Students need to clearly answer the following questions in video format:

1. What type of placement are you wanting to undertake and why? Placement types include: food industry, government-based organisations, non for profit organisations, private consulting and research, or other if you can think of them. Be clear and specific if you can.
2. What knowledge and skills do you think you can bring to the type of placement you would like to undertake? Again, be clear and specific. Reflect on your strengths and think about what you already know and how you can use this knowledge in the type of placement you mentioned in the previous question.
3. What knowledge and skills would you like to further develop during your placement? Think about what type of placement you are hoping for, and what your ultimate career goal is.

Students' applications should aim to demonstrate:

- a) Explanation of value to you of undertaking a placement, including links to careers goals or career planning.
- b) Discussion of key skills which are relevant to undertaking a placement, with examples/evidence.
- c) Clear and professional communication with appropriate verbal language and body language replicating a job interview setting.

### Practicalities

- Students have the opportunity to present on video for up to three minutes, but you do not have to use all this time – presenting succinctly is more important than filling three minutes (assessors will not view the presentation beyond three minutes).
- There is no required set up or format, other than to answer the two questions in 2-3 minutes.
- We will not be assessing your technical skills, beyond your ability to convey the information clearly (i.e. we will not be looking for a cinematographic presentation, but we do at least want to be able to see you communicating in person).
- The reason it is a video submission is to offer the opportunity for you to demonstrate your interpersonal skills which are important during an interview and when undertaking a placement.
- Students are responsible for ensuring that their video upload is functioning correctly – the assessors will not email students to ask for re-submissions.

You must submit to InPlace the weblink (URL) to your video, which means that you must first upload it to one of the following websites:

- a) To DeakinAir: Instructions are available at <http://www.deakin.edu.au/learning/clouddeakin/clouddeakin-guides/video-and-audio/deakinair>
- b) To YouTube: Instructions are available at: <https://support.google.com/youtube/answer/57924?hl=en> , <http://www.youtube.com/watch?v=O7iUiftbKU>

\*NOTE: If your video upload does not work, you may need to convert your video to MP4 format in order to upload it. There are plenty of programs which you can download to do this (and instructions are available for these online), for example, [AVS video converter](#) and [Handbrake](#). If this is still unsuccessful, then contact [Deakin IT Help](#).