

EIT FACILITIES

Policy / Document Approval Body:	Academic Board
Date Created:	27 March 2013
Policy Custodian:	Dean of Engineering
Policy Contact:	Dean of Engineering
File Location:	W:\Data - ALL.Standard\Policies and Procedures\EIT Policies and Procedures
Location on EIT website:	https://www.eit.edu.au/about/policies-procedures/
Review Period:	Three years
Revision No:	4
Date of Revision:	16 March 2022
Date Approved:	22 March 2022
Date Commenced:	24 May 2022

1.0 Introduction

There are a number of different facilities provided by EIT either online and/or at the West Perth and Bentley campuses.

Facilities are fit for their educational purposes and accommodate the numbers and educational activities of EIT's students and staff who use them.

EITs focus is on outstanding delivery of courses to all students regardless of mode or place of delivery; hence the IT infrastructure and course delivery software is absolutely critical. Secure access to electronic information and adequate electronic communication services are available continuously (allowing for reasonable outages for maintenance) to students and staff during periods of authorised access, except for locations and circumstances that are not under the direct control of EIT

The learning environment, whether physical, virtual or blended, and associated learning activities support academic interactions among students outside of formal teaching.

EITs facilities are briefly outlined below and include, but are not limited to:

2.0 West Perth Campus

A large classroom

EIT has a large classroom at its West Perth campus and is leading the industry in terms of teaching and technology, with access to remote labs from within the classroom. The classroom has been certified to hold 20 people at any one time and facilities include:

- Data projector
- Computer – linked to the network
- Wireless network

- Microphones – attached to the computer
- Two whiteboards and flipcharts
- Associated kitchen facilities and meeting/break out areas
- Desks and chairs

Kitchen facilities

There are two modern kitchens for the benefit of staff and on-campus students at EITs West Perth campus. The student kitchen is spacious and allows students freedom to access full cooking facilities and coffee/tea.

Toilets

EIT's West Perth campus has adequate toilet facilities as follows:

- 1 x disabled
- 2 x urinals
- 1 x male and 1 x female

3.0 Bentley Campus

8 large classrooms

The Bentley Campus has 8 classrooms Classroom capacity varies from 25-50 students.

Facilities in each classroom include:

- Data Projector and projector screen
- Classroom audio system linked to computer and projector
- Tracking webcam to view students or to record lecturer
- Computer – linked to the network
- Wireless networks (staff network and student network)
- Microphones and speakers – attached to the computer
- Graphics tablets connected to computer
- Two whiteboards
- Smart Boards (in most classrooms)
- Desks and chairs

Physical library

EIT also has a physical library based at its Bentley campus. The library contains the assigned textbooks for each unit across all higher education courses. Additional textbooks and supplementary readings are also located here, and students are welcome to use these materials. There is also a small study area (student room) designed for private or group study.

Students may also borrow textbooks from the library; EIT uses a system called LendItems to manage the library's resources and to lend books. All students have a LendItems account and can browse the available resources remotely before attending the library.

Computer Laboratory

Students have access to a computer laboratory and can use this through an online booking system. The computer laboratory allows students to complete assessments, especially practicals, with the use of some engineering software, already pre-installed.

Workshop

Students have access to the workshop, and can use this through an online booking system for any final semester projects. All students will need to complete an induction before using the workshop, and must strictly abide by the requirements of the Laboratory Safety Handbook.

Common areas

Students have full use of building common areas including outdoor seating and lawn areas.

Toilets

Students have use of all toilets on campus. There are also end of trip facilities in selected bathrooms which students can make use of.

Kitchen facilities

Students have a dedicated student kitchenette, next to their Student room. There are filtered water fountains located around the campus.

Printing and photocopying

An RFID paid photocopying and printing service is available in Student Services in room 509.

Parking

A large carpark is available on-campus for staff and students. The parking is free of charge, although a vehicle registration process is in place to prevent illegal parking.

4.0 Library & Resources

EIT's courses cover a variety of engineering disciplines at a breadth of levels from diplomas and advanced diploma courses and up to a master's level, therefore a variety of library resources and collections are required to support these. Course readings are usually based on existing resources within EIT's library collections, within copyright allowance, to support students to have access to their required and recommended readings.

EIT students have access to the online EIT eLibrary containing over 160 technical manuals published by EIT's sister company, IDC Technologies, covering a range of disciplines including mechanical, electrical, civil and chemical engineering as well as instrumentation, automation and process control, and data communications and networking. Several of these titles were developed in-line with EIT programs and meet the specific needs and niche topics. The eLibrary resources are available in electronic format for EIT students to access online via their browser. EIT students have access to the eLibrary for the duration of their course, which is included in the course tuition fee.

EIT students also have access to the Knovel library subscription, which is also included in the course tuition fee. Knovel is an online library collection containing resources for specific industries and engineering

disciplines collated by Elsevier publishers. Knovel library suits the needs of EIT students as it provides content on various topics including process and design information and best practice, plus interactive graphs, tables, equations and formulation materials across several engineering areas such as electrical engineering and civil engineering.

EIT reviews Knovel user access and resources quarterly to ensure the resources in this library support current and new courses. New collections can be added to the Knovel library as required and student account usage can be increased annually.

EIT also recently launched two new online library collections in 2021 for Higher Education students, Engineering Source database from EBSCO Host, and a small collection of engineering standards from SAI Global. Engineering Source is the premier database for professionals and researchers across all engineering disciplines, including biomedical, civil, electrical, mechanical, environmental and software. It includes hundreds of full-text engineering journals, magazines and trade publications, plus books, conference papers and more. Additionally, the SAI Global collection will allow students access to the engineering standards relevant to their course, with texts from IEEE, ISO, as well as key Australian Standards, all via SAI Global's secure i2i cloud-based standards management solution.

In addition to these collections, the EIT eLibrary includes a directory of open access resources to signpost students to free texts available online. This is mainly to assist Higher Education students with research. Study support materials as well as information about academic integrity, referencing support, and Turn-it-in are also included in the eLibrary. There is also a page containing the thesis papers from past master's graduates in order to better support and guide future thesis students.

A list of specific text books and resources that each student is required to purchase / have access to is listed in each unit outline for the relevant course of study. The individual unit pages on Moodle also list the core textbooks required for the unit, and specifies whether or not this text is available via the eLibrary.

In addition to the online library, students may also make use of the EIT on-campus library, based at the Bentley campus.

5.0 Moodle

Students have access to EIT's customised Moodle site. Moodle is an open source Learning Management System (LMS). Students using EIT's Moodle site are able to access learning schedules, learning materials, receive assessment information as well as complete and submit assessments. Students will also be able to communicate with each other through forums, as well as administrative and teaching staff from Moodle. Each student receives unique log in details in order to access Moodle. Students are also only able to access their own student details such as assessment results and personal information. Moodle is available to students 24 hours a day, seven days a week.

EIT has highly customised Moodle to suit the specific needs of students at EIT and the programs offered by EIT.

6.0 Blackboard Collaborate Ultra

EIT conducts live, interactive webinars through Blackboard Collaborate Ultra web conferencing software. Blackboard Collaborate Ultra allows students and lecturers or students and other students to communicate

with each other in real time or synchronously. Communication occurs verbally with the use of a microphone, as well as with direct messaging and emoticons. All sessions or webinars are recorded and are provided to lecturers and students so they can be viewed at any time.

7.0 Remote Laboratories (Labs)

Remote laboratories allow students to access engineering programs and laboratory experiments remotely. Using the internet, a student can operate engineering equipment or software via the remote labs. There are even video feeds of the physical equipment to demonstrate functionality in real-time. Control of the remote laboratory computer is provided offering students an opportunity to conduct a laboratory session where they may usually not be able to.

EIT has access to multiple remote labs set up for a range of applications at the West Perth campus. Students can easily access the labs by consulting their Learning Support Officer, Lecturer or the IT Manager. The labs are accessible 24x7 throughout the world using the Electromeet software package.