The Webcampus is now the primary mode of delivering Subject Guides and additional materials, submitting assignments, and advising students of results.

Subject Guides and general notices will remain publicly accessible, but other features require students to log in. Please be aware that the Law Extension Committee does not post out Subject Guides and Course Materials.

The Webcampus is designed to incorporate important educational and administrative aspects of a campus. It gives registered students extensive access to library facilities and discussion forums. The administration section contains timetables and calendars, evening and weekend school lecture venues, general information and contact details.

Our aim is to keep developing the site as a resource and communication centre. Our aim is to keep developing the site as a resource and communication centre. Over the next year major enhancements will be incorporated. Please note that our resources are designed to assist you in developing sound and efficient study skills. The growing availability of information from a variety of sources does not in any way lessen, and indeed heightens, the need for independent critical analysis which is the foundation of successful study in law.

The Webcampus is also the information centre of our teaching program. You should check regularly for updates, changes and additional materials. Important or urgent notices, such as unavoidable last-minute cancellations or venue changes, will be posted on the Student Message Board on the homepage: www.usyd.edu.au/lec

LEC Online registration process

All students enrolled for the Board’s examinations must also register online with the LEC in each subject for which they are enrolled with the Board. This must be done each session.

The LEC online registration period is from Thursday 23 April to Friday 1 May 2009.

The LEC online registration process allows the Board’s students to gain access to their assignments and course materials (where applicable) by the commencement of their lectures and is a pre-requisite to issuing a new student Library card or re-validating an existing Library card. Students must note that registering online is not a confirmation of their enrolment with the Board and that any changes to their enrolment must be notified to the LEC as soon as they are known.

The Board will send out a confirmation of a student’s enrolment in due course.

If you have an application pending with the Board you must still register and indicate on the online registration form that you are awaiting confirmation of your enrolment with the Board. You should attend lectures and prepare compulsory assignments. Late enrolment is not a valid reason for an extension of time to submit an assignment.

If you have not registered between Thursday 23 April and Friday 1 May 2009 in each subject for which you are enrolled, you will not have access to the supplementary online resources that are an essential part of the LEC program and may experience delays in obtaining your Unikey Account which provides access to the online library facilities on the Webcampus. If you have not enrolled with LPAB and registered with the LEC you will not be eligible to sit for the examinations.

To register with the Law Extension Committee you should follow these steps:

1. Visit the Webcampus at www.usyd.edu.au/lec and click on the link “QUICKLINK TO WEBCAMPUS LOGIN”
2. A log in box will be displayed. Complete your details in this box using a capital letter for the first letter of your last name only, and include your six-digit student number. Click “LOGIN”
3. The next screen will appear with “you must register to be able to use these facilities. Click here to register”. Simply click on the line to continue to the LEC Registration form.
4. Complete the form and click “SUBMIT”

Should you move house or change your telephone number during the session, you can also change your personal details online. Please remember that you must also contact the LPAB and the University Card Centre concerning any changes to your personal details.

Once a student has completed Online Registration with the LEC, please be aware that you will not have immediate access to the Webcampus. If the online registration is completed successfully, your information should be live on the system after 6.00pm the following day. If for any reason, you do not have access after 2-3 working days, please contact the LEC Office.
LEC Unikey Accounts

All current students will require a Unikey Account (also called Extro Account) to access the LEC Webcampus. It provides access to the online library facilities you currently access through the Webcampus, but in the same way that students enrolled at the University log in to online resources. (Please note that you need to have registered online first with the LEC in order to do this).

How do I setup my Unikey Account?

New students can generate their own Unikey Account through a LPAB Student Self Registration page. Simply click on the Webcampus and follow the instructions on the page by entering your:

- Student Number (this is the same Six Digit Student Number [ie 010000] that you use for your Webcampus login)
- Surname (this is title case sensitive ie Smith not smith or SMITH)
- Your Date of Birth

Existing students must complete their LEC online registration form to ensure their Unikey Accounts and University Library Cards are revalidated for the Winter 2009 Session.

Password

This process generates an account, however you will then need to assign your own password. If you forget this password, the LEC does not have a record of it - you will need to contact the ICT Help Desk. Their contact details are:

Email: support@usyd.edu.au
Phone: (02) 9351 6000

If you have any problems with this process, please contact the ICT Help desk.

Course Materials and Forums

Two areas most students will visit often within the Webcampus are the Course Materials and the Forums. Under Course Materials you will find the Subject Guides and additional materials provided by teachers during the semester, which may include notes, copies of visual presentations, and general assignment comments. The Course Materials section is also designed to give you easy access to the relevant information available on the internet for each subject. There are direct links to legislation and cases held on the AustLII (the Australian Legal Information Institute) database, and other databases where possible.

As well, for each subject there are links to relevant legal, research, government and commercial sector sites from Australia and overseas.

Supplementary Materials are prescribed in some courses (see page 35). These materials may be accessed by clicking on the direct link under Course Materials on the Webcampus. The direct link will take you to the Law Library E-Reserve where all Supplementary Materials for the Diploma in Law courses are held. Please note that these materials are password protected (see page 35).

The purpose of the Forums is to promote constructive discussion and the exchange of ideas about issues and principles in law. They are not for personal comment about any student or teacher, nor are they the appropriate vehicle for making a complaint. Any comment in that regard should be addressed to the Director of the Law Extension Committee. Please see “Conduct, Character and the Study of Law” on page 40.
The Forums are meant to equate to self-directed seminars, and are a very useful way of compensating for the fact that many of you have little time to debate issues as you might as full-time students on campus. Note that, the Forum discussions are designed to be student-driven. Be aware that the comments and discussion on the Forums are provided by other students, with a similar level of knowledge and experience as your own.

The Teachers do not correct or get involved in discussions in the Forums. If you have an enquiry you should email tutors@lec.pip.com.

Results
In the Results section you can check whether an assignment has been received and marked, the result, and whether through receiving a satisfactory grade you are eligible to sit for the Board’s examination.

Skills Tutorials
This section contains a package of self guide tutorials for students to work through at their own pace. These tutorials focus on the acquisition of general study and exam skills; on skills addressed in the Legal Institutions course; and on legal problem solving in the context of contracts problems. Each set of tutorials questions has an answer guide - which is best accessed after students have attempted the question.

Administration
The administration section houses timetables and information for lectures, weekend schools and the session calendar.

For information on Submit Assignments, please see pages 31 and 32 and consult the Guide to the Presentation and Submission of Assignments.

Research Links
This facility contains a substantial number of links to legal research and database sites on the Internet, from both Australia and overseas. There are links to most law schools and legal research centres in Australia, professional associations, publishers and booksellers, and government departments and agencies.

Employment Noticeboard
At various times through the year, employers may seek staff who are in the Diploma in Law course, and these requests will be posted on the employment noticeboard.
FUTURE DEVELOPMENTS AND YOUR INPUT

The development of the Law Extension Committee Webcampus is an ongoing project. We are exploring several options for further expansion of the site, and would welcome any suggestions or comments from you regarding the site to date and what you would find most useful for the future.

ADVICE, COMPLAINTS AND THE FUTURE

“Feedback” is a common word in education. It has come to mean a teacher’s comment on a student’s work. The original concept had more to do with sending a message to the source, in this case us. If you have a complaint or constructive suggestion to make in relation to the Law Extension Committee, we would like to hear it.

If you have a complaint about the Law Extension Committee Office or our program generally, please call us on (02) 9392 0320 to discuss the issue.

If your concern is about an individual teacher you should first take the matter up with the teacher if you are able to do so. If not, you should contact the Director of the Law Extension Committee, Mr Frank Astill.

To the extent that our resources permit we are happy to give advice on your present and future studies and career options. If for any reason you encounter difficulties it is better to let us know sooner rather than later. One piece of advice many students consistently wish they had taken:

Plan your study and assignment schedule at the beginning of semester and work consistently through the semester.

It is likely that you will see developments in our legal education during your course. The Webcampus is central to the delivery of resources. However, we believe strongly in maintaining as much face-to-face teaching as possible, and you should see yourself as an active participant in learning. If you move into practice, your learning will continue in formal and informal ways. Developing study groups now and making contact with fellow students can result in sound support networks later. We welcome your suggestions on the directions of the course and your continuing education.

The study of laws, on condition they are good laws, is unrivalled in its ability to improve the student.

Plato
The Laws, bk.XII