

Submitting Your Assignments

All programme work must be **typed, double-spaced, with numbered pages and margins of at least 1.25 inches (approx. 3 cm)**. A Reference List in alphabetical order must be included with each piece of programme work. The School of Nursing & Midwifery uses the Harvard referencing system.

The NUI Galway School of Nursing and Midwifery referencing tool will help you with citing and referencing: <http://referencingguidelines.com/> (available on Launchpad).

Word Limitation

All programme assessments must comply with the stated word limit (+/- 10%). Learners are required to write the number of words at the end of the assessment. Learners may exceed or be less than the word limit only by 10%; e.g., if the word limit is 2,000 words, a maximum word count of 2,200 or a minimum word count of 1,800 will be accepted. The programme assessor will stop reading the assessment at the point at which the learner has exceeded the word limit by 10%. Your work will be marked on the basis of what has been read at this point

Assignments should be submitted via **Turnitin** on Blackboard. You will be given more details on this process on the Blackboard learning interface. All assignments must be submitted electronically as per due date. You will be required to include name, ID number and programme on the top of all the assignments.

Penalty for late submission to be applied on the basis of the time of submission of electronic version of the assignment.