

Planning and Writing an Assignment

Angelito Sciberras

Date: 23 October 2026



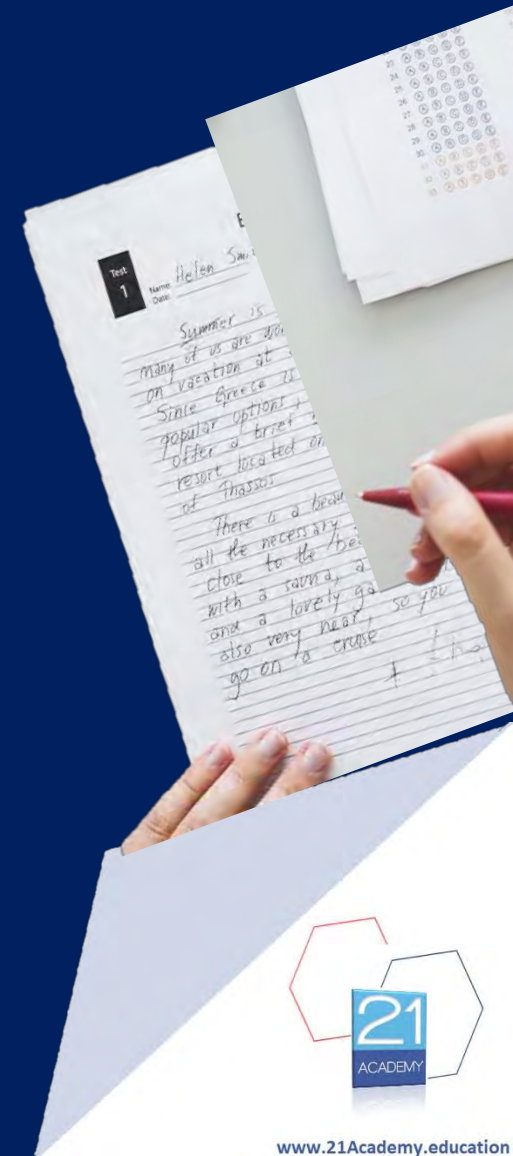
“Assignments should align with intended learning outcomes to ensure that students demonstrate understanding in a way that reflects course goals.”

- John Biggs 2011



Assignment

- Student's understanding of the subject
- Presentation
- Uniqueness (no plagiarism)
- No AI generated text
- Appropriate referencing



Assignment Submission Form



Assignment Submission Form



Diploma in Law (Malta): Intake October 2024

Assessment Task: Written assignment based on chosen questions	
Module: Award in The Maltese Legal System	Tuition Centre: 21 Academy Licence Number: 2018-017
Level: Award MQF Level 5	Student Name:
Date:	ID Number: <same no. submitted in student profile>
Assignment Deadline: 23 January 2025	
<p>Task The objective of this unit is to foster a deeper understanding of a specific topic related to the Maltese Legal System, which you will explore in your written assignment.</p> <p>Notes This assessment offers students the opportunity to apply relevant legal provisions in connection to the chosen topic within the Maltese Legal System.</p> <p><i>You are advised to allocate approximately 20 hours to researching the assignment question, preparing, and composing your written submission. The suggested word count for the assignment is 1,700 words.</i></p> <p><i>Please ensure that you refer to 21 Academy's Assignment Guidelines for comprehensive information regarding the submission of your assignment. Additionally, the assignment submission form must be included with your completed work, clearly indicating which question you have chosen to answer by ticking the box next to the question number.</i></p>	
Choose 1 (one) question from the following:	
☐ Question 1: Write about two courts of your choice. Special attention is to be given to competence and institution of proceedings.	
☐ Question 2: Summarise and discuss the case Soering v United Kingdom.	
☐ Question 3: Compare and contrast the common law system and the civil law system. Give your opinion on the pros and cons of each system.	
Module Pass Mark - 50% of assignment and self-assessment weighted scores	Total Assignment Weighting - 80%
By submitting this sheet I confirm that this assignment is my own work	

- the due date
- the word limit

You are advised to allocate approximately 20 hours to researching the assignment question, preparing, and composing your written submission. The suggested word count for the assignment is 1,700 words.

Please ensure that you refer to 21 Academy's [Assignment Guidelines](#) for comprehensive information regarding the submission of your assignment. Additionally, the assignment submission form must be included with your completed work, clearly indicating which question you have chosen to answer by ticking the box next to the question number.

Assignment Submission Form

Question 1:

You have been asked to deliver a keynote speech at a conference on a subject that is dear to your heart. What steps must you evaluate in order to provide a speech that is effective? If you plan to use any visual aids, please explain how.

Question 2:

A job posting piqued your friend's interest, so she decided to apply. She requested that you assist her. She is quite anxious about the job interview and has no idea how to prepare a curriculum vitae or a covering letter. What are the hints and techniques you have picked up from the lecture that will help you ace the job interview and send the curriculum vitae and cover letter?

Question 3:

You've been given the responsibility of planning an official company function. What actions should be taken to ensure its success?

- Choose which question to answer
- Read it well and understand it
- Identify keywords
- Discuss them with your lecturer/s



Keywords



Keywords

- **Focus** - Identifying keywords helps you understand the main focus of the assignment question, ensuring you address the correct topic.
- **Research** - Keywords serve as a foundation for conducting effective research, allowing you to find relevant information and sources.
- **Relevance** - They help you stay aligned with the question's requirements, ensuring that your response is relevant and on-topic.
- **Prevents Misinterpretation** - Highlighting keywords reduces the risk of misunderstanding the question, leading to more accurate answers.
- **Structure** - Keywords can assist in structuring your response by outlining the key components that need to be addressed.



Keywords

Before reading the passage or doing the assignment, highlight **verbs** (e.g. *explain, compare, justify, analyze*), **qualifiers** (e.g. *only, mostly, partly*), **limits** (e.g. *in the context of X, between 1900–2000*). These are your keywords.



Keywords

Identify the key words in this assignment question?

Explain the principles and concepts of Financial Accounting, giving details and examples of each; their relevance; and any limitations that the application of such principles and concepts have on businesses in today's world.

Keywords

Identify the key words in this assignment question?

Explain the **principles and concepts** of **Financial Accounting**, giving **details** and **examples** of **each**; their **relevance**; and any **limitations** that the application of such principles and concepts have on businesses in **today's** world.

Searching for Keywords

Google Scholar

financial accounting

Articles About 6,230,000 results (0.08 sec) My profile

Any time
Since 2024
Since 2023
Since 2020
Custom range...

Sort by relevance
Sort by date

Any type
Review articles

☐ include patents
☒ include citations

☐ Create alert

Experimental research in financial accounting [PDF] psu.edu
R Libby, R Bloomfield, MW Nelson - **Accounting**, organizations and society, 2002 - Elsevier
... experimental studies of **financial accounting** to illustrate our ... important features of **financial accounting** settings influence ... the criticisms of earlier **financial accounting** experiments. We ...
☆ Save Cite Cited by 1598 Related articles All 14 versions

[book] Financial accounting
C Horngren, W Harrison, S Oliver, P Best, D Fraser... - 2012 - books.google.com
... current **accounting** theory and practice in Australia, within a business context. It emphasises how **financial** decision-making is based on accurate and complete **accounting** information ...
☆ Save Cite Cited by 108 Related articles All 5 versions

[book] Financial accounting [PDF] hoasen.edu.vn
CS Warren, JM Reeve, JE Duchac - 2018 - thuvienso.hoasen.edu.vn
This edition helps you connect concepts to the bigger picture with features such as the new chapter opening schema that allows you to see how each chapter's specific content fits ...
☆ Save Cite Cited by 136 Related articles All 4 versions

[book] Financial accounting theory [PDF] iuk.ac.ke
WR Scott - 2015 - repository.iuk.ac.ke
... deal about the role of **financial accounting** and reporting in ... many years, and that **financial accounting** theory comes into its own ... it as relevant to the **financial accounting** environment and ...
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Related searches
financial accounting reporting financial accounting deegan

Searching for Keywords

Google Scholar

financial accounting principles concepts

Articles About 2,370,000 results (0.14 sec) My profile

Any time
Since 2024
Since 2023
Since 2020
Custom range...

Sort by relevance
Sort by date

Any type
Review articles

☐ include patents
☒ include citations

☐ Create alert

[book] **Fundamental accounting principles** [PDF] hoasen.edu.vn
JJ Wild, KW Shaw - 2019 - thuvienso.hoasen.edu.vn
... **accounting** processes and helps students build confidence by mastering key **concepts** and ... to all students and show the relevance of **accounting**. Students are encouraged to think like a ...
☆ Save Cite Cited by 387 Related articles All 19 versions

[book] **Financial accounting: a concepts-based introduction**
D Kolitz - 2016 - taylorfrancis.com
... With such a wealth of **accounting** models and diagrams ... all the **concepts** and practicalities of **financial accounting**. This ... governed by **accounting principles**, theory and **concepts**. The ...
☆ Save Cite Cited by 15 Related articles All 5 versions

[book] **Principles of financial accounting**
I Gillespie, R Lewis, K Hamilton - 2004 - books.google.com
... the entity **concept** which justifies the preparation of **financial** ... to be adopted as **Accounting Principles** by the Companies Act ... of the **principles** to be adopted when preparing **accounting** ...
☆ Save Cite Cited by 25 Related articles All 3 versions

[book] **Principles of accounting. Volume 1: Financial accounting** [PDF] hoasen.edu.vn
M Franklin, P Graybeal, D Cooper - 2019 - thuvienso.hoasen.edu.vn
... **accounting** and non-**accounting** majors, exposing students to the core **concepts** of **accounting** ... throughout each chapter, allowing students to build on emerging **accounting** knowledge. ...
☆ Save Cite Cited by 27 Related articles All 9 versions

Accounting concepts and standards underlying corporate financial statements
... Committee of the American **Accounting** ... - ... Public **Accountant** ..., 1948 - search.proquest.com
Accounting Association issued a tentative statement of accounting principles relating to

Searching for Keywords

Google Scholar financial accounting relevance

Articles About 3,830,000 results (0.16 sec) My profile

Any time
Since 2024
Since 2023
Since 2020
Custom range...

Sort by relevance
Sort by date

Any type
Review articles

☐ include patents
☒ include citations

☐ Create alert

The value **relevance of **financial accounting** information in a transition economy: The case of the Czech Republic** [PDF] hhs.se
[K Hellström](#) - European **accounting** review, 2006 - Taylor & Francis
 ... This paper investigates value **relevance** of **financial accounting** information of companies listed at the Prague Stock Exchange and the Stockholm Stock Exchange in the period 1994–...
 ☆ Save 59 Cite Cited by 388 Related articles All 8 versions

Relevance
 K Shwayder - Journal of **Accounting** Research, 1968 - JSTOR
 ... semantic **relevance** and decision **relevance** as binary terms (**relevant** or not **relevant**). An ... are not decision **relevant**), we could rank the alternative **accounting** methods as follows: ...
 ☆ Save 59 Cite Cited by 24 Related articles All 4 versions

Does **financial disclosure influence the value **relevance** of **accounting** information?**
[D Shamki](#), [A Abdul Rahman](#) - Education, Business and Society ..., 2013 - emerald.com
 ... following the **financial** year-end. FD time has a significant influence on the value **relevance** of ... Annual closing share price is the most reliable in indicating value **relevance** of **accounting** ...
 ☆ Save 59 Cite Cited by 39 Related articles All 4 versions

The usefulness of **financial accounting information: Evidence from the field** [PDF] warwick.ac.uk
[S Cascino](#), [MA Clatworthy](#)... - The **Accounting** ..., 2021 - publications.aaahq.org
 ... Reported Likert scores are based on the level of agreement with the statement "For my objective in the case, I assess the following **financial accounting** information items to be **relevant**/...
 ☆ Save 59 Cite Cited by 54 Related articles All 13 versions



Planning the Assignment

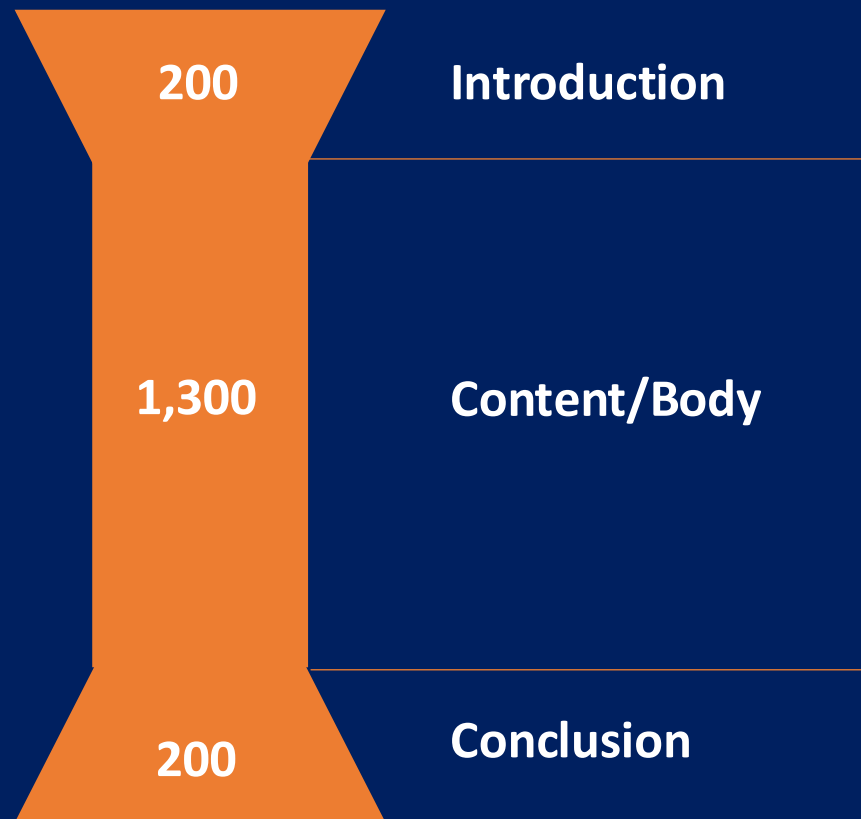


Plan

- **Provides Clear Structure:** Planning the assignment ensures that your writing follows a logical flow, making it easier for the reader to understand your argument or analysis.
- **Helps Address All Aspects:** By organising the introduction, body, and conclusion, you ensure that each part of the question is addressed thoroughly and appropriately.
- **Strong Introduction:** A planned introduction outlines the main points and establishes the purpose of the assignment, giving the reader a clear understanding of what to expect.
- **Focus:** Planning the body helps keep the discussion focused on the key arguments or themes without veering off-topic.
- **Cohesive Argument:** Careful planning ensures that the argument flows logically from one point to the next, linking the sections of the body in a coherent manner.
- **Strong Conclusion:** Planning the conclusion allows you to summarise key points effectively and reinforce the main argument or findings, leaving a lasting impact on the reader.



Assignment Plan



Choose 1 question from the following:

Question 1:

Discuss the importance of the Constitution in the Maltese Legal system. Refer to the main principles enshrined in it.

Question 2:

What are the main sources of the Maltese legal system? Can it comfortably fit under one of the legal systems?

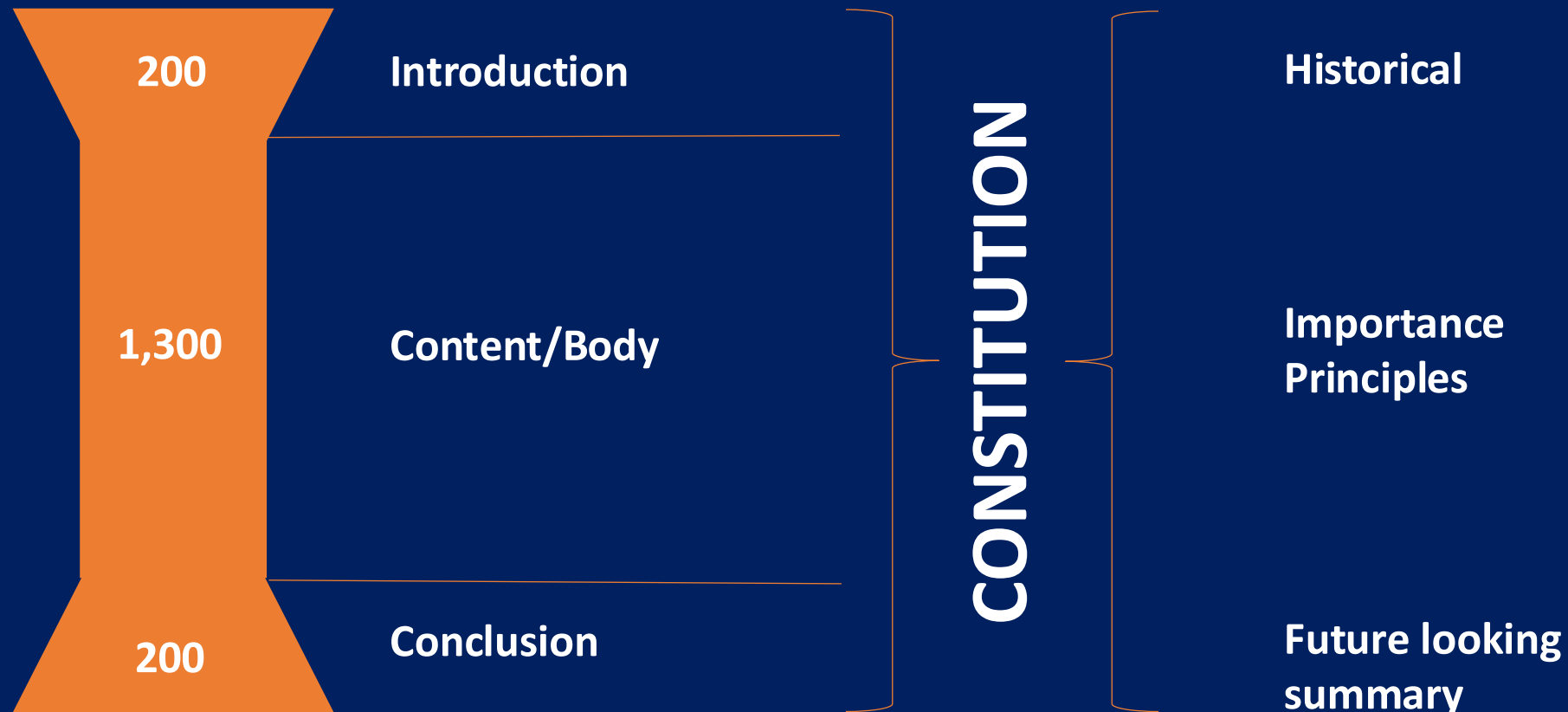
Question 3:

Who is empowered to legislate? Describe the legislative process? How does the Constitution provide to ensure that laws are in line with the Constitution?

Assignment Plan



Assignment Plan



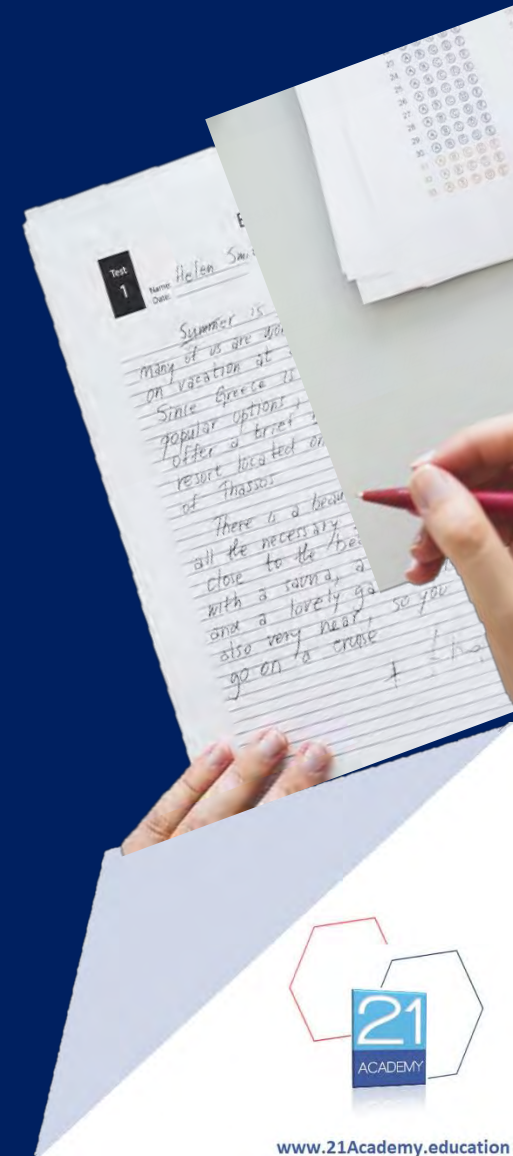


Research Sources



Sources

- Lecture Notes/Slides
- Books - suggested reading lists
- Online Tools



Lecture Notes/Slides

Diploma in Law (Malta)

The Constitution

Lecturer: Dr Dennis Zammit

Date: 11th October 2021



Diploma in Law (Malta)

21 CAMILLERI PREZIOSI MAMO TCV



Lecture Notes/Slides

Constitutional Law

Diploma in Law (Malta)

- Constitution of Malta is the actual law
- Constitutional law refers to a wider array of laws such as electoral laws, decisions of the constitutional court, HoR standing orders....
- What give life to the word of the Constitution

Overview



Lecture Notes/Slides

Principles

Diploma in Law (Malta)

- List of 14 principles which are not enforceable
- State should aim at applying these principles when enacting laws
 - Right to work
 - Promotion of culture
 - Compulsory and free education
 - Hours of work
 - Safeguarding children from child labour
 - Protection of artisan trades

Principles



Lecture Notes/Slides

Amending the Constitution

Diploma in Law (Malta)

- Constitution can be amended as long as there is the majority of the members present in the House
- Different ways to amend different parts of the Constitution
 - Absolute majority
 - 2/3 majority
 - 2/3 majority + majority in a referendum voting

Future looking





Books - suggested reading lists

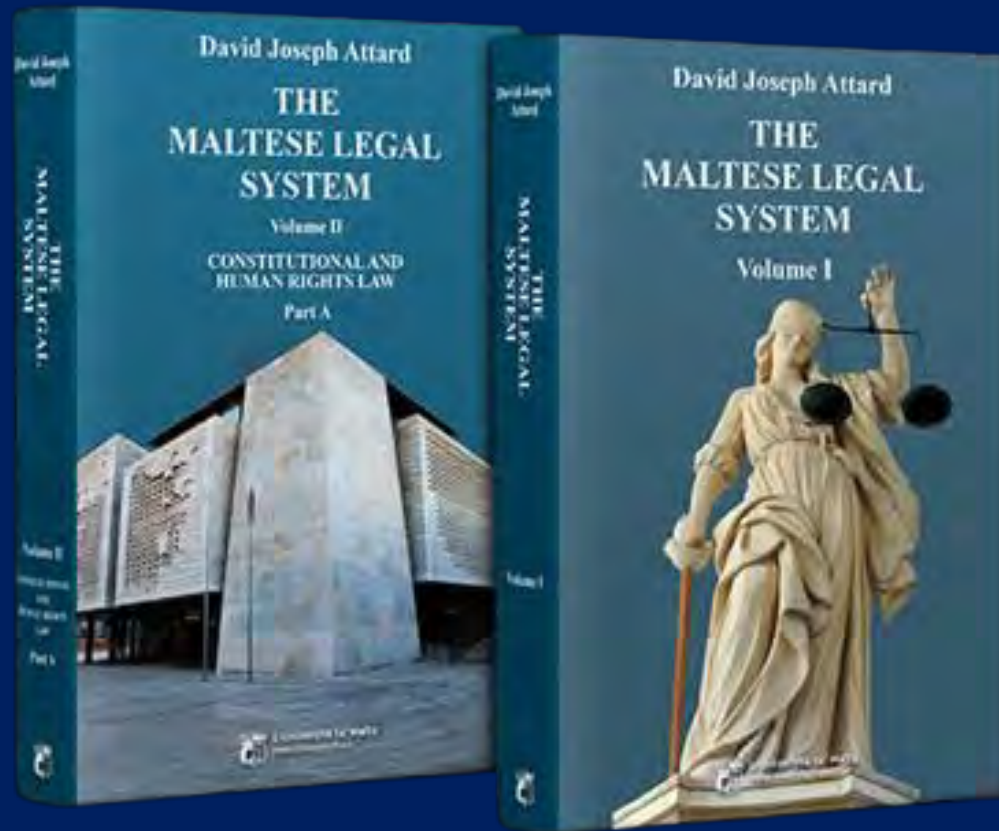
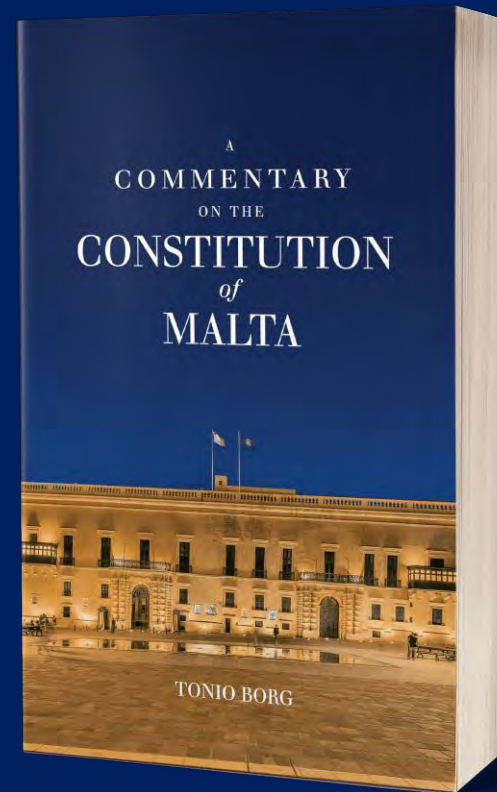
Lecture 1 - Introduction to Payroll - MR ANTOINE PORTELLI

The first lecture will be an introduction to payroll, payroll processing overview, payroll systems, outsourcing , Maltese Legislating Payroll and sources of information relevant to payroll processing. The second part of the lecture will cover Tax, Final Settlement System, Tax Rates for Residents and Non-Residents, Social Security Contributions and Rates, Statutory Bonus, Weekly Allowance, Payslip Format, gathering employee information for payroll and FSS Forms.

Core Reading List

- Office of the Commissioner for Revenue available from: <https://cfr.gov.mt/en/Pages/Home.aspx>
- Department for Industrial and Employment Relations available from <https://dier.gov.mt/en/Pages/home.aspx>

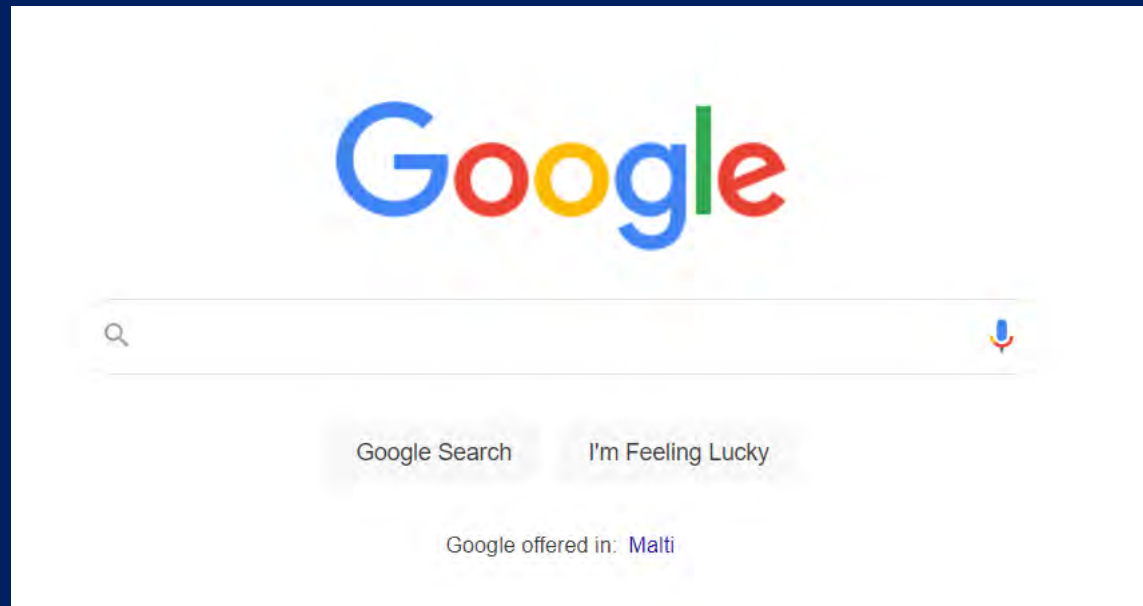
Books - suggested reading lists



Text Scanner OCR



Online

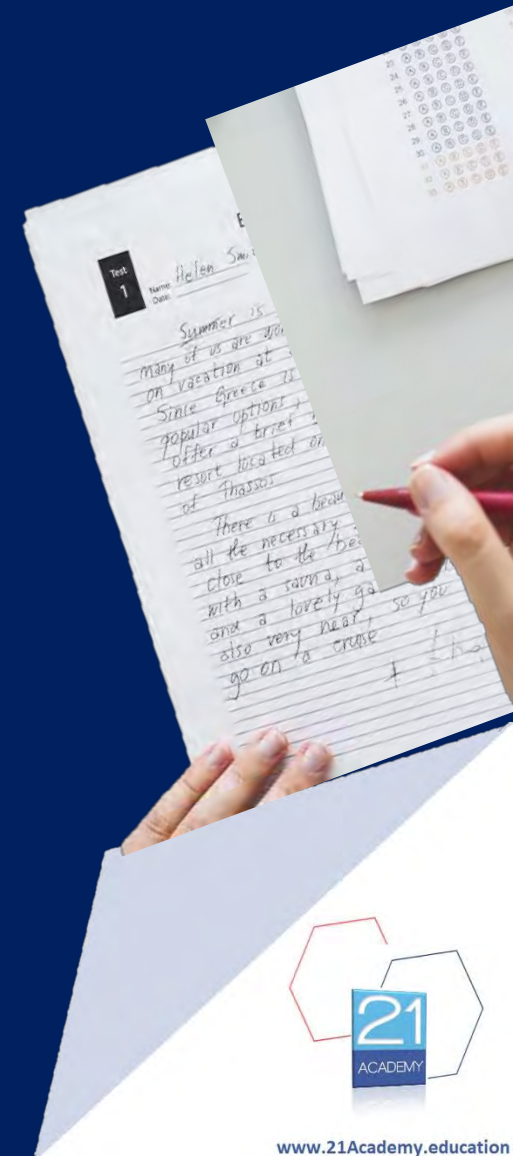


Google Scholar



Online

- Check that sources are reliable
- European Qualification Framework 5
- Avoid Wikipedia
- Use keywords
- Use AI with caution



Online

Google

[All](#)
[Images](#)
[News](#)
[Videos](#)
[Maps](#)
[More](#)
[Tools](#)

About 1,270,000 results (0.53 seconds)

<https://medium.com> › the-main-components-of-the-mal...
The main components of the Maltese Legal System and the ... ✓
 07 Feb 2020 — The main components of the **Maltese Legal System** and the primary provisions of **Maltese Constitutional** and Criminal Law.

<https://www.advisory21.com.mt> › 2021/04 › Sessi... PDF
The Maltese Legal System - Advisory 21 ✓
 27 Apr 2021 — For example, custom remains **important** in contract law: ... The EU saw the **Maltese legal system** once again become subject to a.
 45 pages

<https://www.independent.com.mt> › articles › books › T...
The basics of the Maltese legal system - The Malta Independent ✓
 13 Apr 2015 — The second volume, The **Maltese Legal System: Constitution** and Human Rights Law, including a review of **Maltese Constitutional** Law followed by an ...

<https://www.venice.coe.int> › webforms › documents PDF
malta - Venice Commission ✓
 17 Dec 2018 — comparing the **constitutional systems** in **Malta** with those of the ... **Justice** took on the **role** as Head of the Judiciary and the House of Lords ...

Online - <https://scholar.google.com>

The screenshot shows the Google Scholar interface. The search bar contains the text "importance of the constitution in the maltese legal system". Below the search bar, the "Articles" tab is selected, showing "About 24,600 results (0.11 sec)". The left sidebar contains filters for "Any time" (with sub-options: Since 2022, Since 2021, Since 2018, Custom range...), "Sort by relevance" (with sub-option: Sort by date), "Any type" (with sub-option: Review articles), checkboxes for "include patents" and "include citations" (the latter is checked), and a "Create alert" button. The main results area displays three articles:

- The size of the Maltese legislature: a critical and comparative analysis**
A Camilleri - 2020 - um.edu.mt
... within the State of **Malta**, is of utmost **importance**. It is one of ... and amendments within the **Maltese legal system**. The main ... the legislature through mechanisms within **Malta's Constitution**. ...
☆ Save Cite
- Foreword: Constitutional Courts in the European Legal System After the Treaty of Lisbon and the Euro-Crisis**
M Dicosola, C Fasone, L Spigno - German Law Journal, 2015 - cambridge.org
... The **Maltese Constitutional Court**, in spite of the name, ... **system**." See the European Parliament resolution of 9 July 2008 on the **role** of the national judge in the European **judicial system**, ...
☆ Save Cite Cited by 24 Related articles All 5 versions
- The Judiciary and politics in Malta**
CA Agius, NA Grosselfinger - The Global Expansion of **Judicial** ..., 1995 - books.google.com
... **Malta** enables its citizens to live in freedom is to a large extent a consequence of the **Maltese judicial system** and the **Maltese** ... Periodically, the **Maltese** courts in their **constitutional role** ...
☆ Save Cite Cited by 7 Related articles All 2 versions

Below the third article, there is a link to a PDF: **[PDF] Legislative Drafting and Statutory Interpretation in the Maltese Mixed Legal System** by K Aquilina - IJLDLR, 2017 - HeinOnline. The snippet for this article reads: "... and specificities of the **Maltese legal system**, this paper will address the **relevance** to ... in the sense that it is made by the **Maltese constitutional** organs, yet its origin and source, is ...". It also includes a link to a PDF: **[PDF] Legislative Drafting and Statutory Interpretation in the Maltese Mixed Legal System** from heinonline.org.

At the bottom of the page, the text "EU Law and Maltese Law—An Integration or Legal Irritants" is visible.

Online



Online

PAST

PRESENT

FUTURE

A REVIEW OF THE CONSTITUTION OF MALTA AT FIFTY: RECTIFICATION OR REDESIGN?	
CONTENTS	
Introduction: A Brief History	11
Outline of the Report	13
PART I: The Constitutional Principles	14
PART II: Consideration of Major Institutional Issues	15
PART III: Consideration of Other Institutional Issues	22
PART IV: Consideration of Political Issues	33
PART V: Conclusions: Rectification or Redesign?	34
Part VI: The Way Forward: Recommendations for a Constitutional Convention	35
Annex A: Arrangement of Articles under the Maltese Constitution	38
Bibliography	42
List of Published Reports	43
A REVIEW OF THE CONSTITUTION OF MALTA AT FIFTY	



Online

- Artificial Intelligence
 - ChatGPT
 - Quillbot
 - Claude



Online

When was Malta's first self government?



Malta's first instance of self-government was in **1921**. This occurred under the **Malta Constitution of 1921**, which was granted by the British colonial authorities. The constitution allowed Malta to have its own **bicameral legislature**, which included the **Senate** and the **Legislative Assembly**, giving the Maltese people a measure of control over domestic affairs, while Britain retained authority over foreign policy and military matters. This period of self-government was short-lived, as it was suspended in 1933 due to political instability and tensions with the British administration.



Online

AN

How is a law enacted in Malta?

In Malta, the process of enacting a law typically involves several stages, which may include the following steps:

1. Proposal: A bill may be proposed by a member of the Parliament, the government, or a committee.
2. First Reading: The bill is introduced to the House of Representatives for the first reading. This stage involves a general debate on the principles and objectives of the bill.
3. Committee Stage: The bill is referred to a parliamentary committee for further examination and discussion. During this stage, the committee reviews the bill in detail, often consulting with experts and stakeholders, and may propose amendments.
4. Second Reading: The bill is then debated again in the House of Representatives, with specific focus on the details and amendments suggested during the committee stage.
5. Consideration of Amendments: Any amendments proposed during the second reading are considered, and further discussions may take place to reach a consensus on the final version of the bill.
6. Third Reading: The final version of the bill is debated and voted on by the members of the House of Representatives.
7. Senate Review (if applicable): If the bill affects certain constitutional matters, it may be referred to the Senate for review and approval.
8. Presidential Assent: Once the bill is approved by both the House of Representatives and the Senate (if applicable), it is then presented to the President of Malta for assent. The President's assent is the final step in the legislative process, and upon receiving it, the bill becomes law.

This general process may vary slightly depending on the specific requirements and procedures outlined in the Maltese Constitution and parliamentary rules.

Regenerate





Assignment Rubric



Rubric

- **Clarity of expectations:** A rubric clearly outlines what is required for each grade level.
- **Consistency in scoring:** Helps ensure all students are assessed using the same criteria.
- **Efficient feedback:** Allows assessors to provide targeted comments on particular aspects.
- **Reduces disputes:** Provides a transparent basis for grades, minimising disagreements.



The Rubric

Assignments Rubric



	5 marks	4 marks	3 marks	2 marks	0 marks
Cover Page	Title, Student's Name, Teacher's Name, Course Intake month and year, Submission Date, Neatly finished-no errors	Evidence of four	Evidence of three	Evidence of two or less	No cover page
Citations	All cited works, both text and visual, are done in the correct format with no errors.	Some cited works, both text and visual, are done in the correct format. Inconsistencies evident	Few cited works, both text and visual, are done in the correct format.	Not Applicable	No citations
Appearance	Creative and attractive cover, clear organization, readable and neat, title page, table of contents.	Contains title page, table of contents	Poorly organized and difficult to read; lacking neatness.	No organization, missing significant criteria.	Absent structure and organization.
Support	Uses evidence appropriately and effectively, providing sufficient evidence and explanation to convince.	Begins to offer reasons to support its points, perhaps using varied kinds of evidence. Begins to interpret the evidence and explain connections between evidence and main ideas. Its examples bear some relevance.	Often uses generalizations to support its points. May use examples, but they may be obvious or not relevant. Often depends on unsupported opinion or personal experience, or assumes that evidence speaks for itself and needs no application to the point being discussed. Often has lapses in logic.	Depends on cliches or overgeneralizations for support, or offers little evidence of any kind. May be personal narrative rather than essay, or summary rather than analysis.	Uses irrelevant details or lacks supporting evidence entirely. May be unduly brief.
	61 - 80 marks	41 - 60 marks	21 - 40 marks	01 - 20 marks	0 marks
Content	Excels in responding to the assignment question. Interesting, demonstrates sophistication of thought. Central idea is clearly communicated, worth developing; limited enough to be manageable. Assignment recognizes some complexity of the subject: may acknowledge its contradictions, qualifications, or limits and follow out their logical implications. Understands and critically evaluates its sources, appropriately limits and defines terms.	A solid assignment, responding appropriately to the question. Clearly states a central idea, but may have minor lapses in development. Begins to acknowledge the complexity of central idea and the possibility of other points of view. Shows careful reading of sources, but may not evaluate them critically. Attempts to define terms, not always successfully.	Adequate but weaker and less effective, possibly responding less well to assignment question. Presents central idea in general terms, often depending on platitudes or cliches. Usually does not acknowledge other views. Shows basic comprehension of sources, perhaps with lapses in understanding. If it defines terms, often depends on dictionary definitions.	Does not have a clear central idea or does not respond appropriately to the assignment question. May be too vague or obvious to be developed effectively. Student may misunderstand sources.	Does not respond to the assignment question, lacks a central idea, and may neglect to use sources where necessary.



The Rubric

Assignments Rubric



	5 marks	4 marks	3 marks	2 marks	0 marks
Cover Page	Title, Student's Name, Teacher's Name, Course Intake month and year, Submission Date, Neatly finished-no errors	Evidence of four	Evidence of three	Evidence of two or less	No cover page
Citations	All cited works, both text and visual, are done in the correct format with no errors.	Some cited works, both text and visual, are done in the correct format. Inconsistencies evident	Few cited works, both text and visual, are done in the correct format.	Not Applicable	No citations
Appearance	Creative and attractive cover, clear organization, readable and neat, title page, table of contents.	Contains title page, table of contents	Poorly organized and difficult to read; lacking neatness.	No organization, missing significant criteria.	Absent structure and organization.

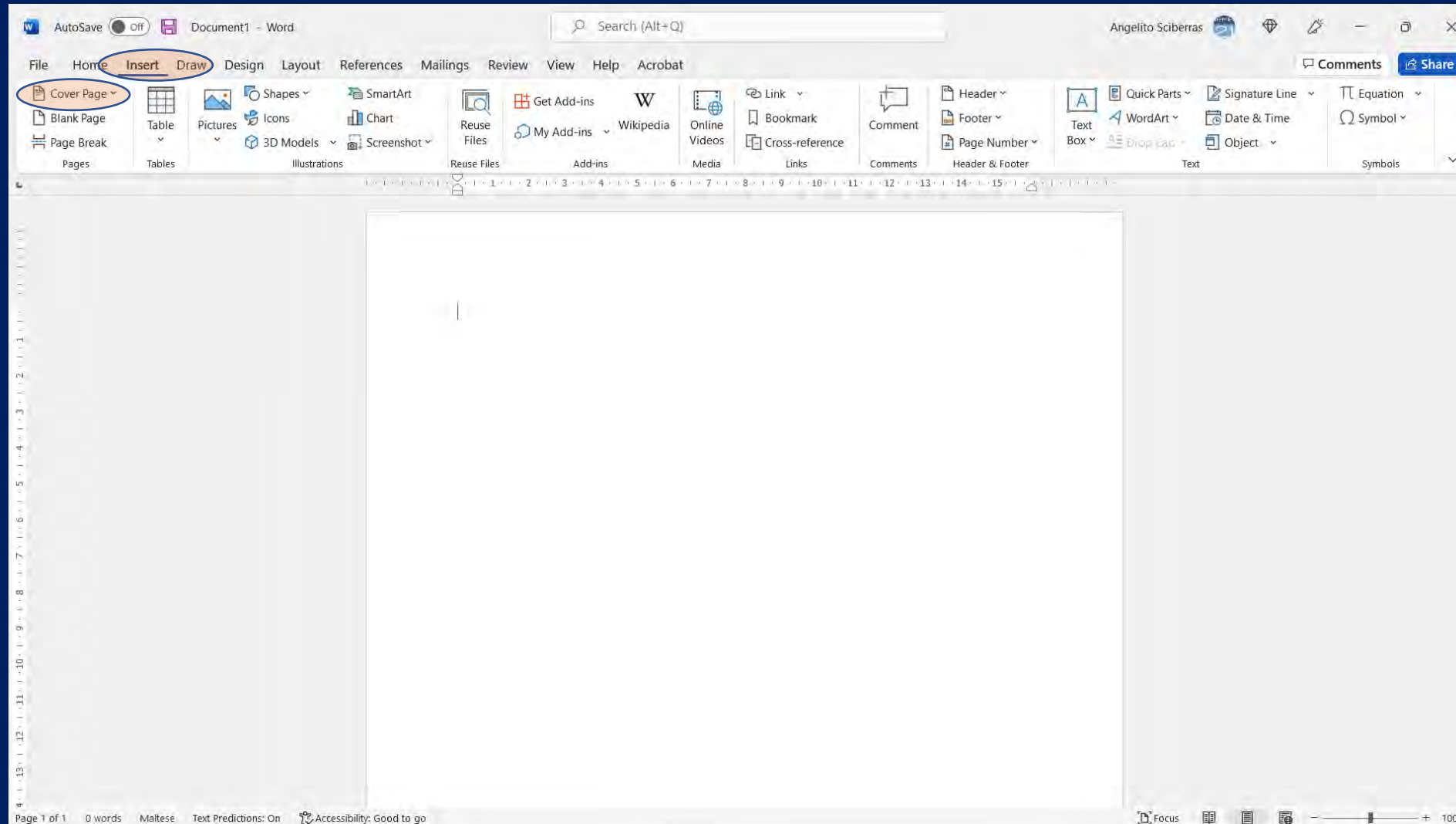
Assignment Guidelines



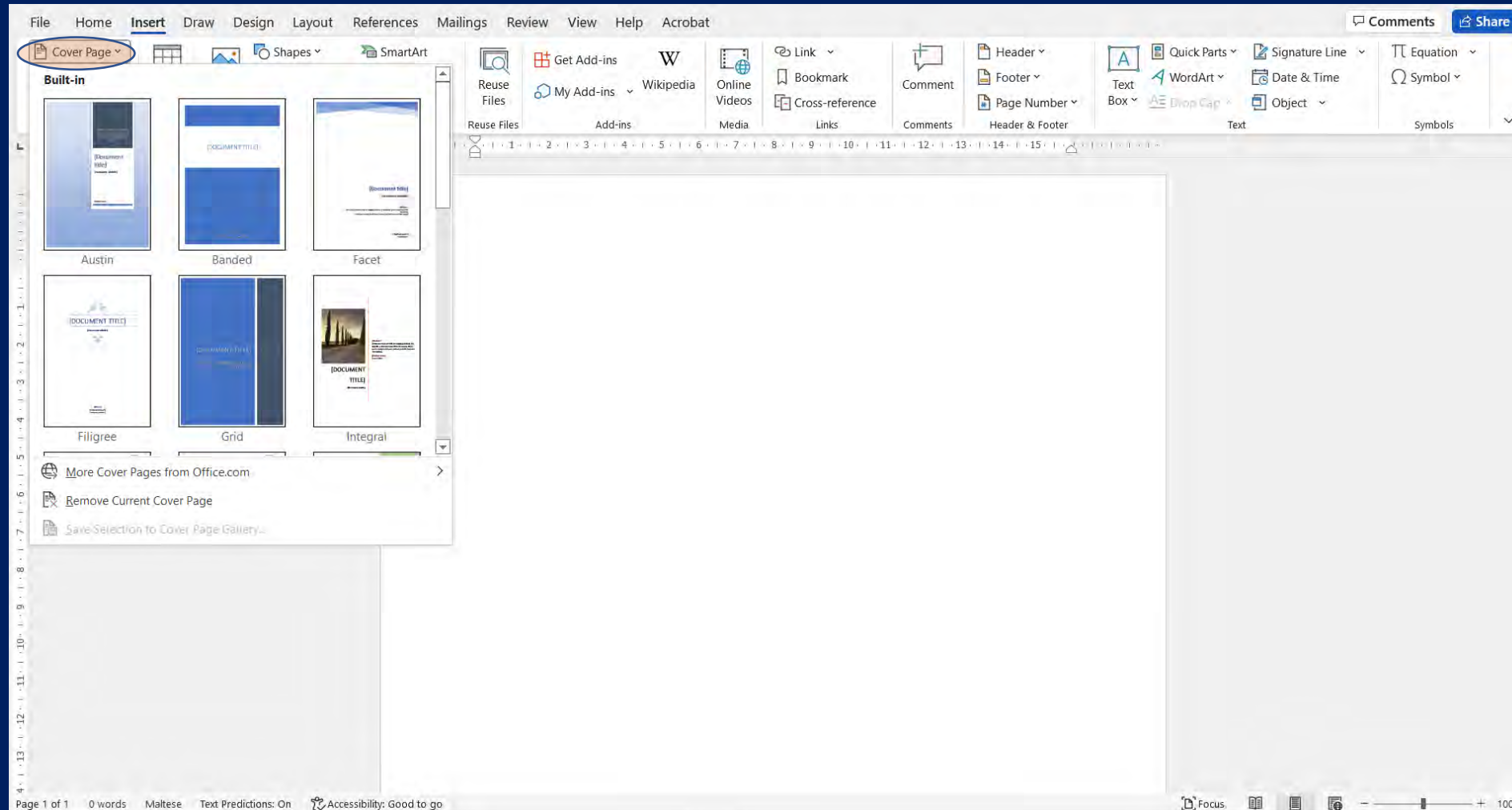
- Assignment Submission Form - indicate question you are answering
- Cover Page
- Contents Page
- Introduction - Body - Conclusion
- Reference List
- Styles
 - Times New Roman
 - Size 12, Normal - Text
 - Size 14, Bold - Titles
 - 1.5 line spacing
 - Justified



Cover Page



Cover Page



Cover Page

	5 marks
Cover Page	Title, Student's Name, Teacher's Name, Course Intake month and year, Submission Date, Neatly finished-no errors

[Document title]

[Document subtitle]

Abstract

[Draw your reader in with an engaging abstract. It is typically a short summary of the document. When you're ready to add your content, just click here and start typing.]

Advisory 21

[Email address]

Cover Page

	5 marks
Cover Page	Title, Student's Name, Teacher's Name, Course Intake month and year, Submission Date, Neatly finished-no errors

28/02/2023

FINANCIAL ACCOUNTING

Principles and Concepts

21 ACADEMY, OCTOBER 2022

MODULE: FINANCIAL ANALYSIS
INSTRUCTOR: MR. ANTOINE PORTELLI
TOTAL WORD COUNT: 1411





Referencing

In text

Citations	All cited works, both text and visual, are done in the correct format with no errors.
------------------	---

Referencing

- **Acknowledges intellectual property**: Referencing properly credits the original authors for their ideas, theories, and research, respecting intellectual property rights.
- **Demonstrates scholarship**: It shows that one has engaged with relevant literature and positioned their work within the broader academic discourse.
- **Supports arguments**: References provide evidence to bolster one's claims and arguments, lending credibility to the work.
- **Enables verification**: Readers can locate and examine the original sources, allowing for fact-checking and further exploration of the topic.
- **Avoids plagiarism**: Proper referencing distinguishes between one's own ideas and those borrowed from others, thus preventing unintentional academic misconduct.
- **Provides context**: References help readers understand the theoretical and empirical foundations upon which the current work is built.



Referencing

OSCOLA Referencing Style

- Diploma in Law (Malta)
- Undergraduate Certificate in Notarial Law Fundamentals for Office Assistants

Harvard Referencing Style

- Undergraduate Diploma in Occupational Health & Safety
- Undergraduate Diploma Business Administration
- Undergraduate Diploma in Digital Marketing
- Award in Office Management and Administration Fundamentals
- Award in Payroll Fundamentals



Referencing

OSCOLA Referencing Style



Harvard Referencing Style



Referencing - OSCOLA

While the direct effect principle is not included in the Treaties, the ground-breaking case, '*Van Gend en Loos*¹', laid the foundations of the '*direct effect*' principle in which an EU Law provision converts into a primary source of law for the national court and public bodies when it grants individuals with rights that need to be upheld in the proceedings before national courts.² In other words, direct effect means that an EU law provision does not require transposition into the national law to have an effect and be implemented, as it is already a part of the said legal order.³ Through the Van Gend decision, a bold but monumental step in differentiating EU law from any other international law as a legal order that is new and sovereign was taken by the Court of Justice of the European Union (CJEU) to make sure that the EU law was upheld by national courts. Furthermore, this case set out a number of conditions, namely, *clarity*, *unconditionality*, and *independency*, that help determine whether provisions of EU law should have a direct effect or otherwise.⁴ In time, these conditions were further developed and turned into what is now known as the test of direct effect, which includes the following criteria - unconditionality, clarity, precision, independency (*regardless of the availability of any judicial remedies under national law*

¹ Rafal Manko, *60 Years of Van Gend & Loos*, EPRS, 2023

² *ibid.*

³ Alina Ireland, *European Union Law*, 4th Edition, Routledge, 2016

⁴ Eur-Lex, *The direct effect of European Union Law*, accessed on 1 May 2023

Referencing - OSCOLA

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Articles

- *Albors-Llorens Albertina, The Direct Effect of EU Directives: Fresh Controversy or a Storm in a Teacup? European Law Review, Vol. 39, Sweet & Maxwell, 2014*
- *Arigho Redmond, The Supremacy of the European Union Law: An Inevitable Revolution or Federalism in Action? Journal of Postgraduate Research, Trinity College Dublin, 2014*
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- *Cuyvers Armin, The Scope, Nature and Effect of EU Law, Chapter 4A, East African Community Law, Brill Nijhoff, 2017*
- *Demark Armando, Contemporary Issues Regarding Member State Liability for Infringement of EU Law by National Courts, EU and Comparative Law Issues and Challenges Series, Issue 4, 2020*
- *Manko Rafal, 60 Years of Van Gend & Loos, EPRS, 2023*

Books

- *Chalmers Damian, Davies Gareth and Montio Giorgio, European Union Law: Cases and Materials, Second Edition, Cambridge University Press, 2010*
- *Kaczorowska-Ireland Alina, European Union Law, Fourth Edition, Routledge, 2016*

Cases

- *Case 6-64, Flaminio Costa v E.N.E.L, [1964], ECLI:EU:C:1964:66*
- *Case 11/70, Internationale Handelsgesellschaft mbH v Einfuhr und Vorratsstelle für Getreide und Futtermittel [1970], ECLI:EU:C:1970:114*
- *Case 43-75, Gabrielle Defrenne v Societe anonyme belge de navigation aerienne Sabena, [1976], ECLI:EU:C:1976:56*
- *Case 106/77, Amministrazione delle Finanze dello Stato v Simmenthal SpA, [1978], ECLI:EU:C:1978:49*

Referencing - Harvard

Page 1

The Essay

After determining an essay's topic, a student will need to analyse the topic, find information, evaluate these resources and present the information in essay format (TAFE SA 2014a). Requirements for essays can vary, but will generally include an introduction, body, conclusion and reference list (TAFE SA 2013). The completed essay will then provide evidence to the assessor of the student's research and learning (Hill Campbell 2014).

The first step is to carefully analyse the topic in order to fully understand what is and is not required from the essay (Spurr n.d.). Usually a topic will be designed to give students an opportunity to develop an argument and the essay should generally agree or disagree with the central idea (Dawson 2013). Carrodus (2002) stresses to ensure relevance: 'answer the question, the whole question and nothing but the question'.

Next, resources on the topic should be gathered from a variety of sources such as websites, books, newspapers or journal articles (Summers & Smith 2010). Lecture notes should only be referred to with the agreement of the lecturer (TAFE SA 2014b) and need only be given an in-text citation as these are considered a personal communication (TAFE SA 2013). A quick evaluation of each resource should be undertaken to establish that the information is up-to-date, relevant, and from a reputable author (Dawson 2013). The student should question whether the author's points are backed up by adequate and convincing evidence and why the author might have published this work (Hill Campbell 2014).

After reading these resources, the student can form an educated opinion and begin to plan the flow of their essay (Jackson et al. 2000). The essay should be typed and include any specified formatting such as page numbering, appropriate headers, footers and a cover sheet (Spurr n.d.). Points made should be supported with quotes, statistics or records from the time (Carrodus 2002), which according to copyright law must all be referenced (*Commonwealth Amendment (Moral Rights) Act 2000*, Dawson 2013, p. 106). At TAFE SA the Harvard system of referencing is required (TAFE SA 2014b).

The introduction should comprise about 10% of the essay's word count (TAFE SA 2014a) to establish an overall point and provide any background information.

The body of the essay will contain several paragraphs, each paragraph dedicated to an argument or fact, and each subsequent paragraph building support for the point of view being suggested (Levin 2004). This section should take about 80% of the word count (TAFE SA 2013).

The essay should end with a clear and concise statement (Dawson 2013) that sums up the argument and matches the point of view expressed in the introduction (TAFE SA 2014a).

On completion of the draft essay, a student should proofread their work for spelling and grammar (Jackson et al. 2000) and re-read the topic to double check that the essay has not strayed from the points being assessed (Carrodus 2002).

An appropriately formatted and well-researched essay serves not only as a tool for learning assessment, but develops ability to build an educated argument in a strong form of communication essential in many careers (Summers & Smith 2010).

In-text citations

Citations - Harvard

Page 2

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Levin, P 2004, *Write great essays: reading and essay writing for undergraduates and taught postgraduates*, Open University Press, Maidenhead, UK.

Spurr, B n.d., *Successful essay writing for senior high school, college and university*, New Frontier Publishing, Epping, NSW.

Summers, J & Smith, B 2010, 'Essay writing' in *Communication skills handbook*, 3rd edn, John Wiley & Sons Australia, Milton, Qld.

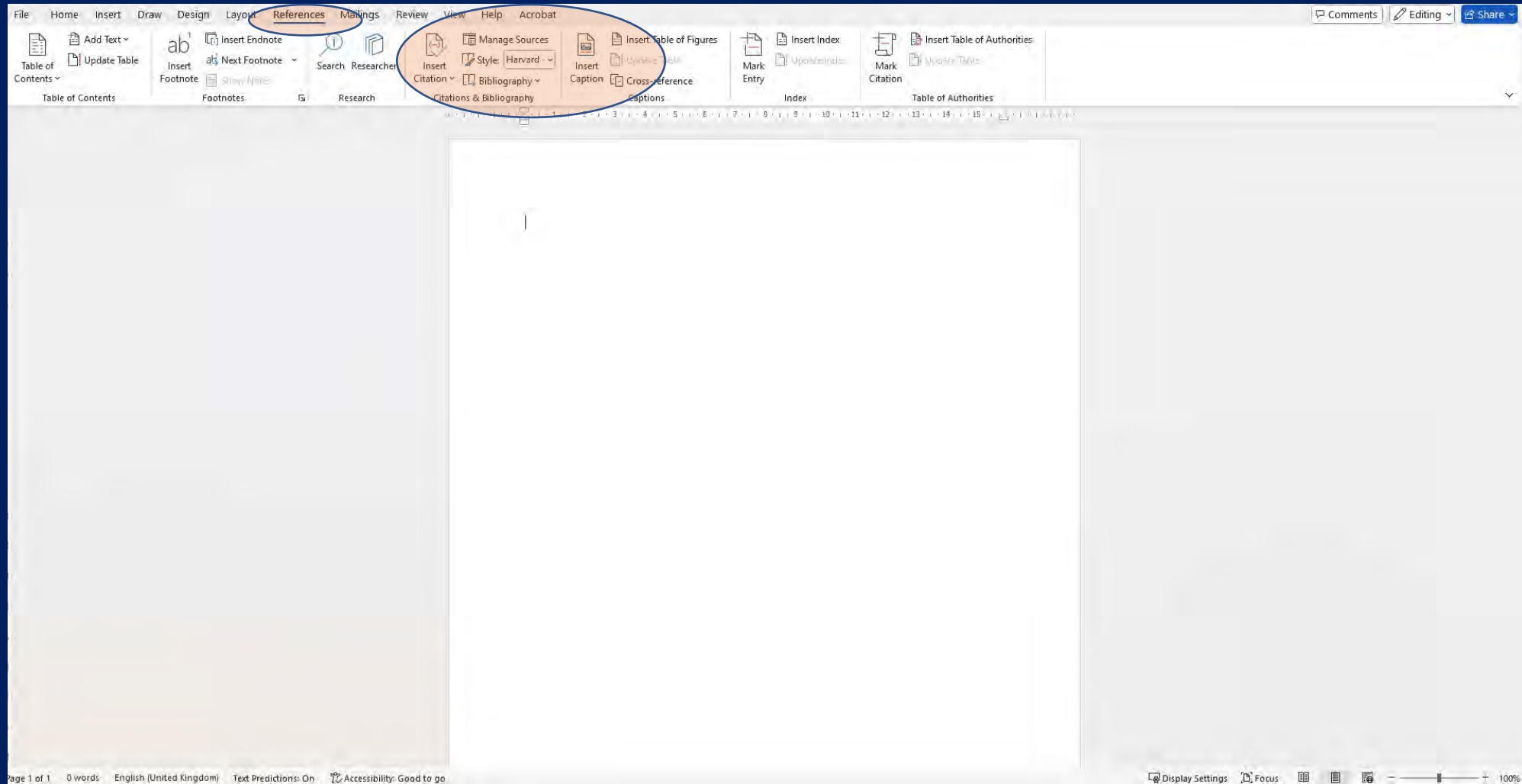
TAFE SA 2013, 'Structure of an essay', *My information skills: how do I present it?*, viewed 16 July 2014, <<http://tafesa.libguides.com/content.php?pid=421835&sid=3448787>>

TAFE SA 2014a, 'Doing assignments: essay writing', *TAFE SA library guides*, viewed 15 July 2014, <<http://tafesa.libguides.com/content.php?pid=272877&sid=2256230>>.

TAFE SA 2014b, *Essay writing: study guide*, TAFE SA, Adelaide.

**End-text citations
in a reference list**

Referencing - Microsoft Word



Citations - Cite This For Me - <https://www.citethisforme.com>

 **Cite This For Me**
a Chegg service

Citation Generator Citation Basics

OSCOLA Referencing Generator

Powered by Chegg

Select style: [APA](#) [MLA](#) [Harvard](#) [Chicago](#) [ASA](#) [IEEE](#) [AMA](#)

Website

Book

Journal

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Copy and Paste the Website URL Address

Search

What is OSCOLA referencing?

OSCOLA is the abbreviated name for Oxford Standard for the Citation of Legal Authorities. It's the style many students use for referencing authorities, legislation and other legal materials. It is widely used in law schools and by journal and book publishers both in the UK and abroad.

The fourth edition of OSCOLA is available to purchase in book stores and online, with a



Referencing

Reference List & Bibliography

Reference List

Laws

- Constitution of Malta, Chapter 1, Article 6.

Books

- Barbara Goodwin, *Using political ideas* (Published 1987, Chichester, UK: John Wiley and Sons)
- David J. Attard, *The Maltese legal system Vol II*, (Published 2015, Midsea Books Ltd)
- Mark Debono, *Systems of Knowledge, An Interdisciplinary Approach*, (Published 2017, Miller Distributors Ltd)
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- Oliver Friggieri, *The Political Relevance of Dun Karm, the National Poet of Malta: A Stand beyond Partisanship* (April 2019, World Journal of Social Science Research) <http://acta.biblis-zege.dlm/30730/1/mediterranean_022_019-023.pdf> accessed on 22 October 2021.
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&

VS

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Website

- Parliament of Malta, Historical Background, <<https://www.parliament.mt/en/menues/about-parliament/how-parliament-works/historical-background/>> accessed on 08 November 2021.

13 | Page

PUBLIC



Appearance

Appearance	Creative and attractive cover, clear organization, readable and neat, title page, table of contents.
-------------------	--

- Assignment Submission Form - indicate question you are answering
- Cover Page
- Contents Page
- Introduction - Body - Conclusion
- Reference List
- Styles
 - Times New Roman
 - Size 12, Normal - Text
 - Size 14, Bold - Titles
 - 1.5 line spacing
 - Justified



Appearance

Appearance

Creative and attractive cover, clear organization, readable and neat, title page, table of contents.

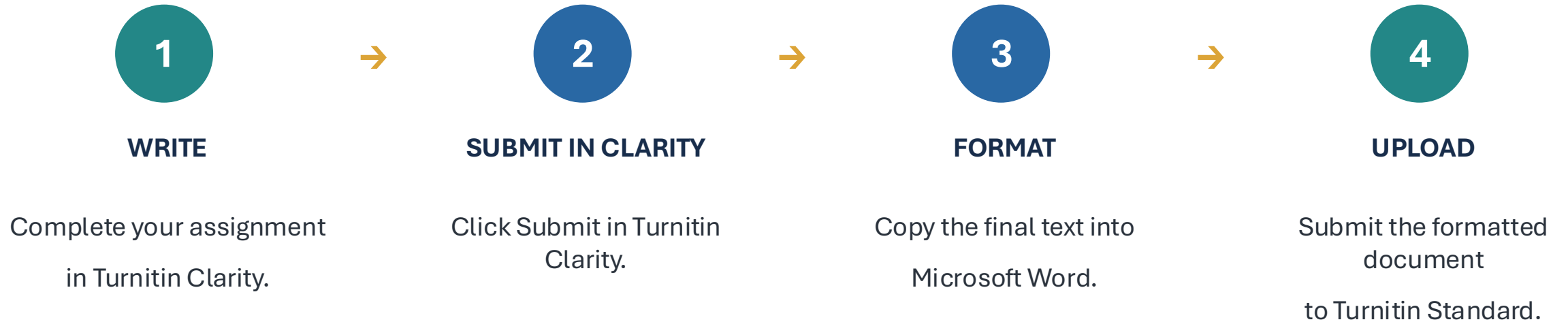
The Maltese Legal System	
Contents	
Assignment Question	i
Contents	1
Power to Legislate	2
Constitutionally abiding laws	2
Legislative Process	4
First Reading	6
Second Reading	6
Committee Stage	6
Report Stage	6
Third Reading	6
Page 1	



Submitting the Assignment

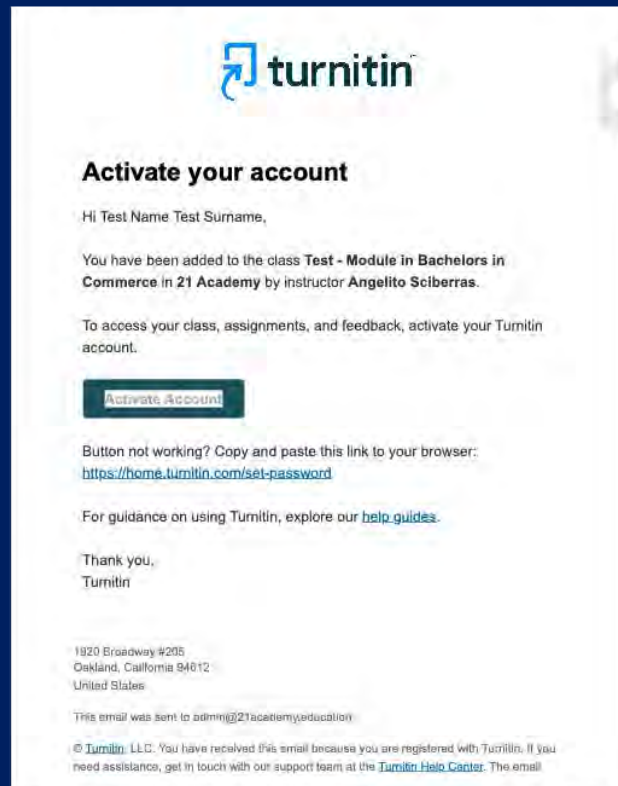
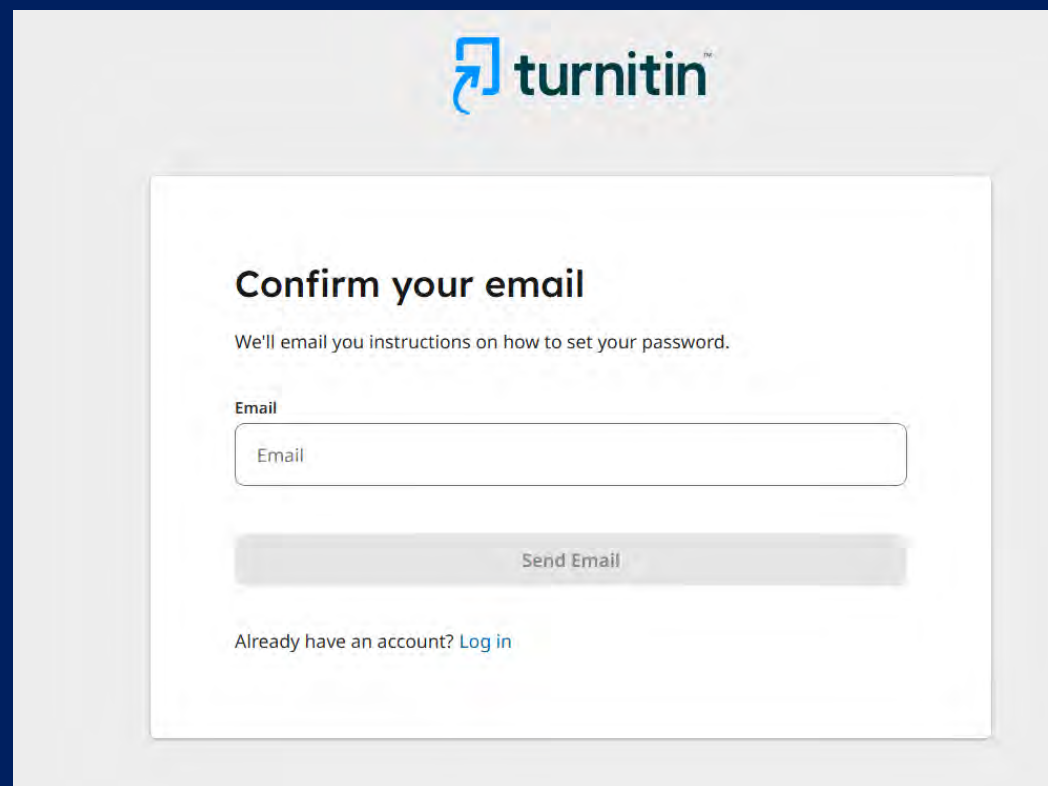


The required submission process

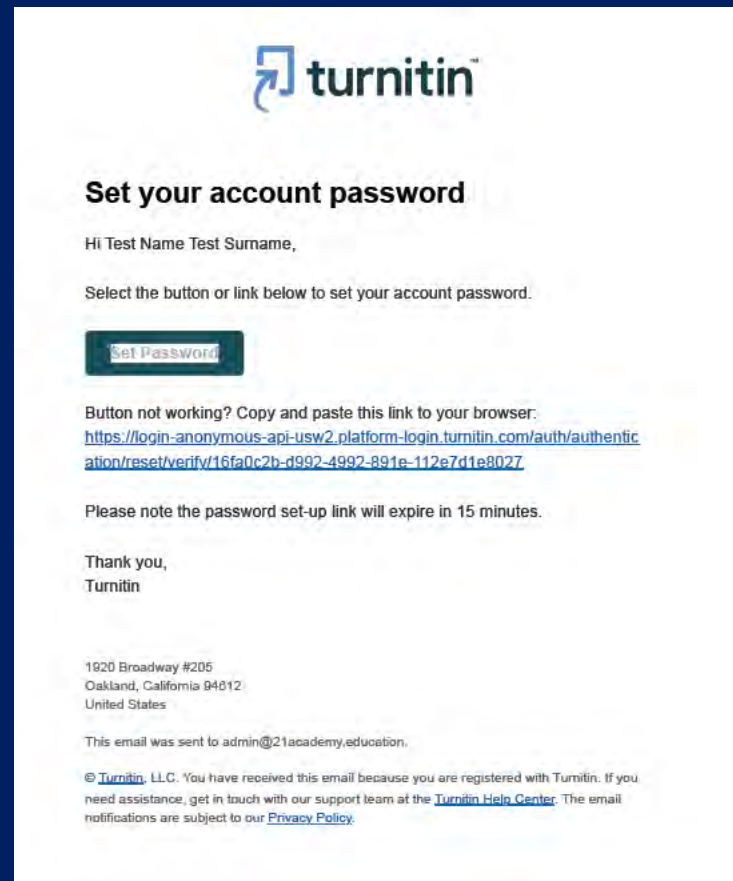


Remember: Turnitin Clarity is for writing and completing the work; Turnitin Standard is for the final formatted submission.

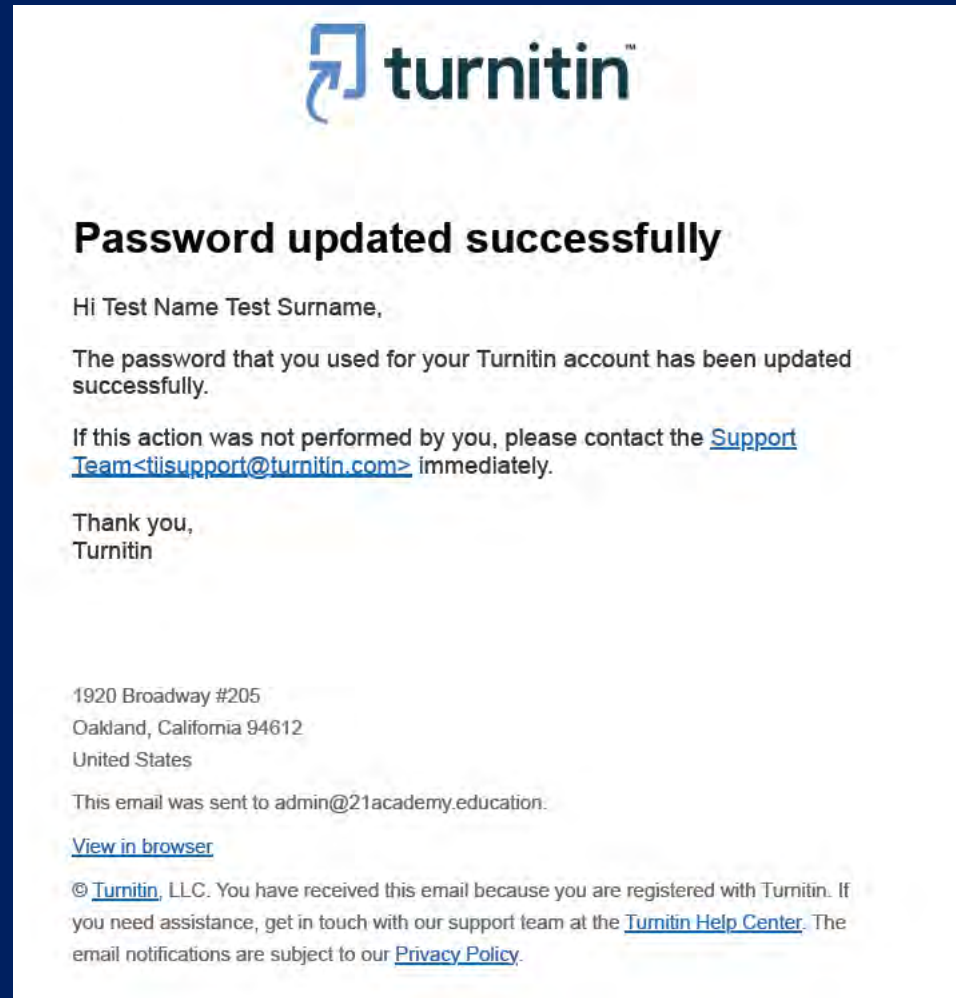
- 21 Academy will create a student account for you
- You will receive an email (on the email address provided to us) that will ask you to activate your account... click on email button and then confirm your email address



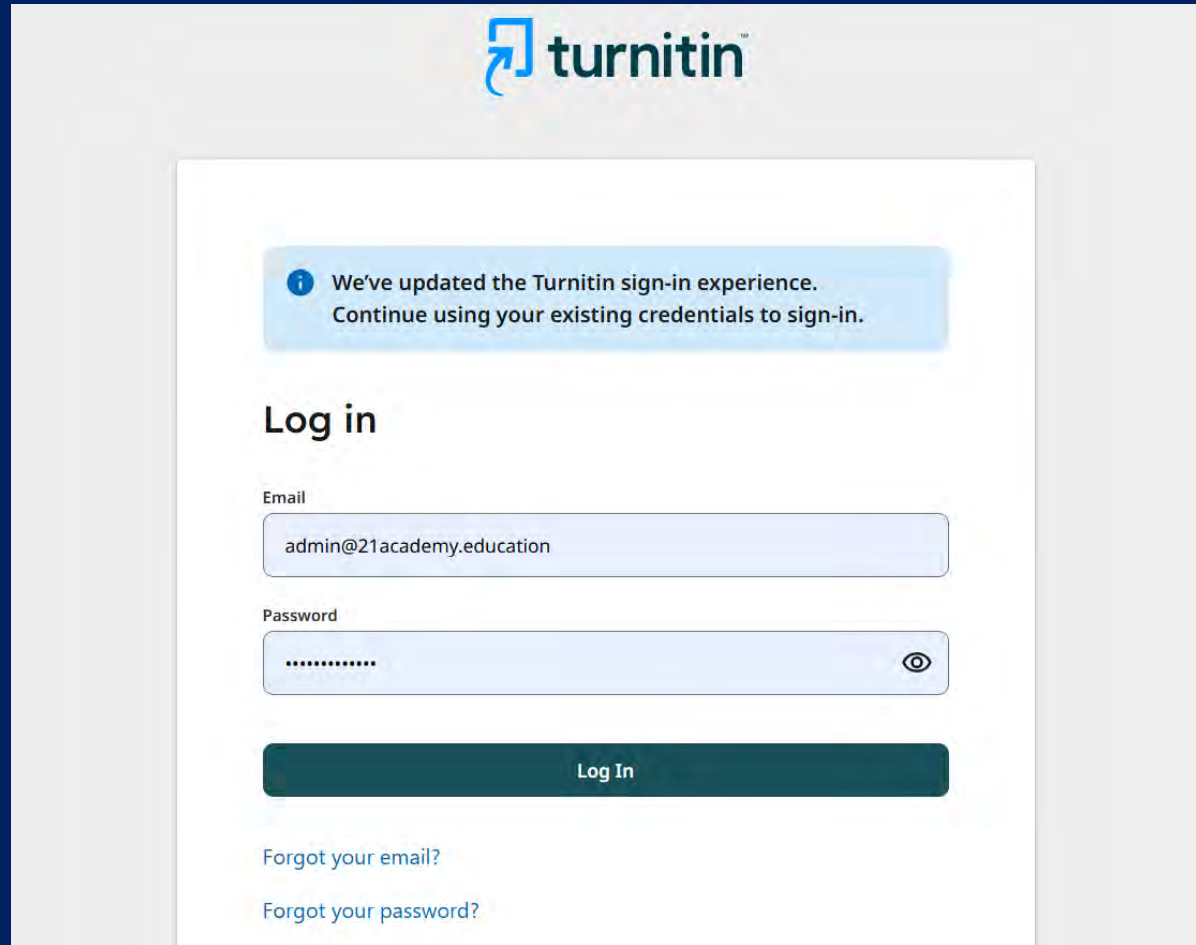
Step 2: You will receive an email to set your password



Step 3: email confirmation that email has been set successfully



Step 4: Go to Turnitin.com and login



The image shows the Turnitin login interface. At the top is the Turnitin logo. Below it is a light blue notification box with an information icon and the text: "We've updated the Turnitin sign-in experience. Continue using your existing credentials to sign-in." The main heading is "Log in". There are two input fields: "Email" with the value "admin@21academy.education" and "Password" with masked characters and a toggle eye icon. A dark green "Log In" button is below the fields. At the bottom are two links: "Forgot your email?" and "Forgot your password?".



 We've updated the Turnitin sign-in experience.
Continue using your existing credentials to sign-in.

Log in

Email

admin@21academy.education

Password

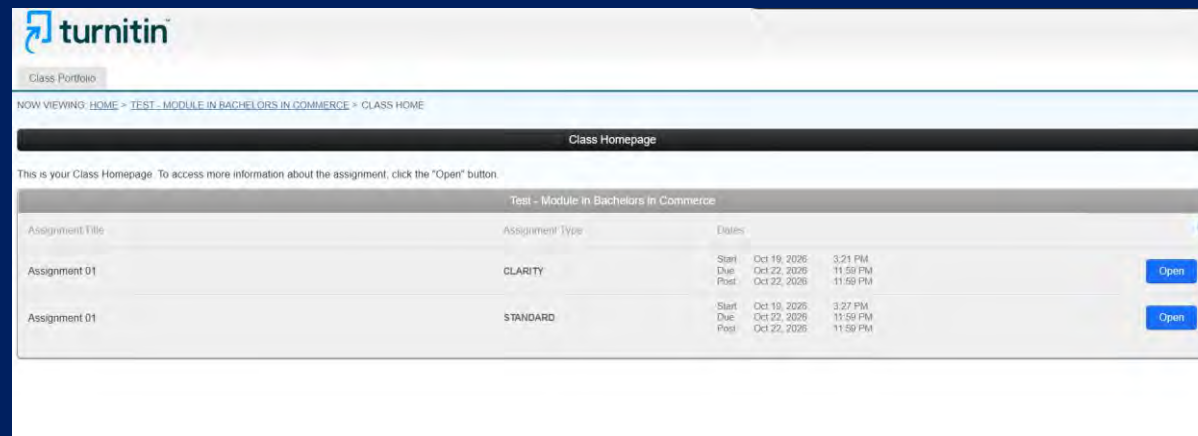
..... 

Log In

[Forgot your email?](#)

[Forgot your password?](#)

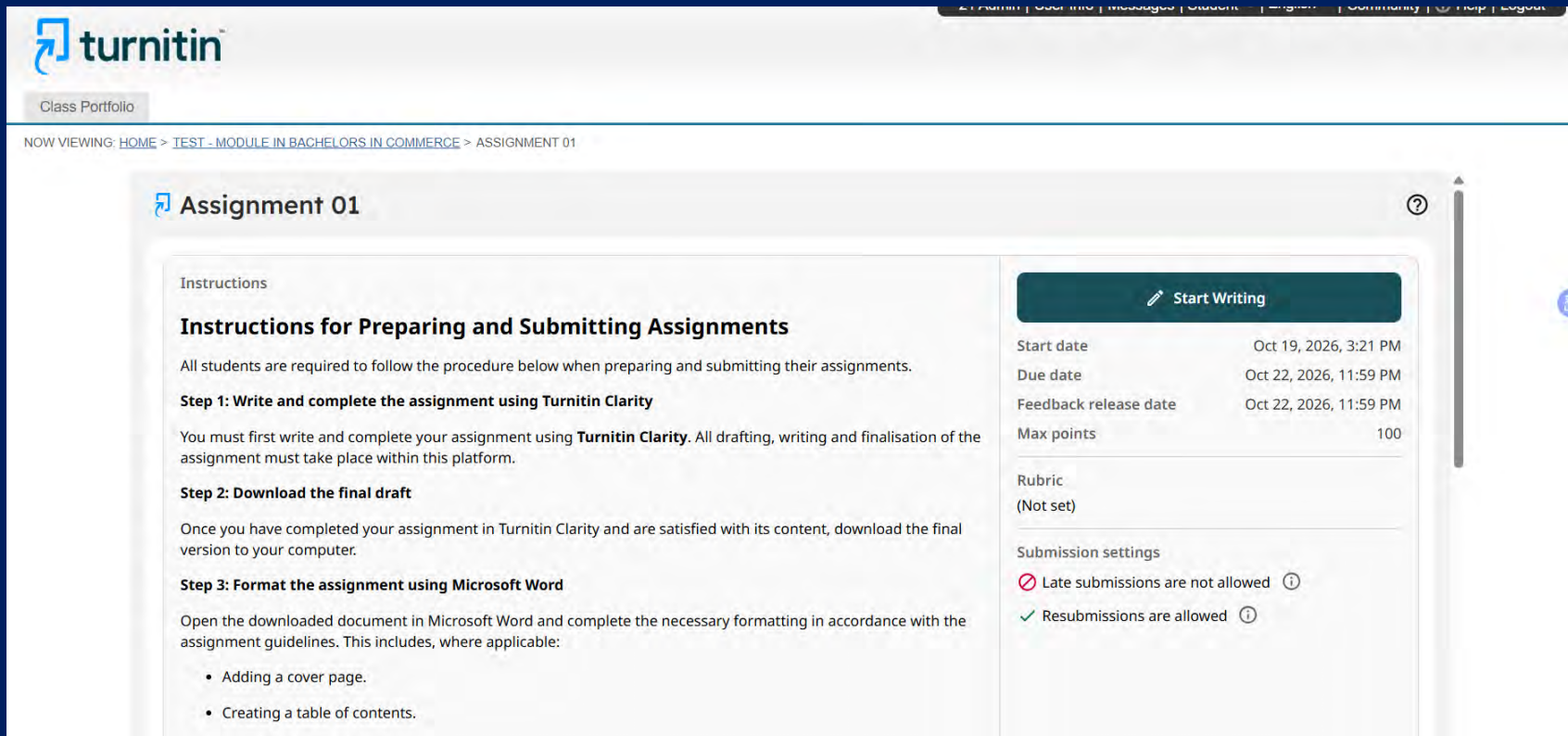
Step 5: Each Assignment will have two options...



The screenshot shows the Turnitin interface for a class. At the top, the Turnitin logo is visible. Below it, a breadcrumb trail reads: NOW VIEWING: HOME > TEST - MODULE IN BACHELORS IN COMMERCE > CLASS HOME. A dark bar labeled 'Class Homepage' is present. Below this, a message states: 'This is your Class Homepage. To access more information about the assignment, click the "Open" button.' A table titled 'Test - Module in Bachelors in Commerce' displays assignment details. The table has three columns: 'Assignment Title', 'Assignment Type', and 'Dates'. There are two rows of assignments, both titled 'Assignment 01'. The first row is for a 'CLARITY' assignment, and the second is for a 'STANDARD' assignment. Each row shows start, due, and post dates/times, and includes an 'Open' button.

Assignment Title	Assignment Type	Dates	
Assignment 01	CLARITY	Start: Oct 19, 2025, 3:21 PM Due: Oct 22, 2025, 11:59 PM Post: Oct 22, 2025, 11:59 PM	Open
Assignment 01	STANDARD	Start: Oct 19, 2025, 3:27 PM Due: Oct 22, 2025, 11:59 PM Post: Oct 22, 2025, 11:59 PM	Open

Step 6: Turnitin Clarity is your starting point... read the instructions



The screenshot shows the Turnitin Clarity interface for 'Assignment 01'. The top navigation bar includes the Turnitin logo and a 'Class Portfolio' tab. Below the navigation bar, the breadcrumb trail reads: 'NOW VIEWING: HOME > TEST - MODULE IN BACHELORS IN COMMERCE > ASSIGNMENT 01'. The main content area is titled 'Assignment 01' and contains a 'Start Writing' button. To the right of the instructions, there is a table with submission details and a section for submission settings.

Instructions

Instructions for Preparing and Submitting Assignments

All students are required to follow the procedure below when preparing and submitting their assignments.

Step 1: Write and complete the assignment using Turnitin Clarity

You must first write and complete your assignment using **Turnitin Clarity**. All drafting, writing and finalisation of the assignment must take place within this platform.

Step 2: Download the final draft

Once you have completed your assignment in Turnitin Clarity and are satisfied with its content, download the final version to your computer.

Step 3: Format the assignment using Microsoft Word

Open the downloaded document in Microsoft Word and complete the necessary formatting in accordance with the assignment guidelines. This includes, where applicable:

- Adding a cover page.
- Creating a table of contents.

Start date	Oct 19, 2026, 3:21 PM
Due date	Oct 22, 2026, 11:59 PM
Feedback release date	Oct 22, 2026, 11:59 PM
Max points	100

Rubric
(Not set)

Submission settings

- ☐ Late submissions are not allowed ⓘ
- ☒ Resubmissions are allowed ⓘ

Step 7: Writing your assignment

The screenshot shows the Turnitin Clarity assignment writing interface. The main area is a large, empty white space for writing. At the top left, there's a header bar with 'Untitled' and a refresh icon. Below this is a toolbar with various icons for text formatting, including bold, italic, underline, and color options. The toolbar also shows '100%' for zoom, 'Body' for font size, and 'Noto Sans' for font family. A small '12' is visible in a box, likely indicating the current font size. On the right side, there's a sidebar with a tab labeled 'Instructions' and an 'AI Chat' icon. The 'Instructions' tab is active, showing the title 'Assignment 01' and a 'Details' section. The details section includes a 'Due date' of 'Oct 22, 2026, 11:59 PM', a checkmark indicating 'Resubmissions are allowed', and a red circle with a slash indicating 'Late submissions are not allowed'. Below the details, there's an 'Instructions' section titled 'Instructions for Preparing and Submitting Assignments'. This section contains two main steps: 'Step 1: Write and complete the assignment using Turnitin Clarity' and 'Step 2: Download the final draft'. Step 1 explains that students must write and complete their assignment using Turnitin Clarity, and Step 2 explains that once satisfied, they should download the final version to their computer. At the bottom left of the writing area, a small box indicates '0 words'.

Untitled

100% Body Noto Sans 12

Assignment 01

Details

Due date Oct 22, 2026, 11:59 PM

Resubmissions are allowed

Late submissions are not allowed

Instructions

Instructions for Preparing and Submitting Assignments

All students are required to follow the procedure below when preparing and submitting their assignments.

Step 1: Write and complete the assignment using Turnitin Clarity

You must first write and complete your assignment using **Turnitin Clarity**. All drafting, writing and finalisation of the assignment must take place within this platform.

Step 2: Download the final draft

Once you have completed your assignment in Turnitin Clarity and are satisfied with its content, download the final version to your computer.

0 words

Step 11: Reading the Similarity report

⁵ Article 11(1) of the Interpretation Act states that any “*Act of Parliament or other Act passed by the Legislature of Malta or an Ordinance confers power to make rules or regulations or other subsidiary legislation of a like nature*” is to be placed on the table of the House of Representatives. There is then a period of twenty eight days during which the House is able to resolve whether it is to be withdrawn or altered in anyway. This will not take away any legality from enforcements coming from this act during the period before which the change or withdrawal is made.⁶

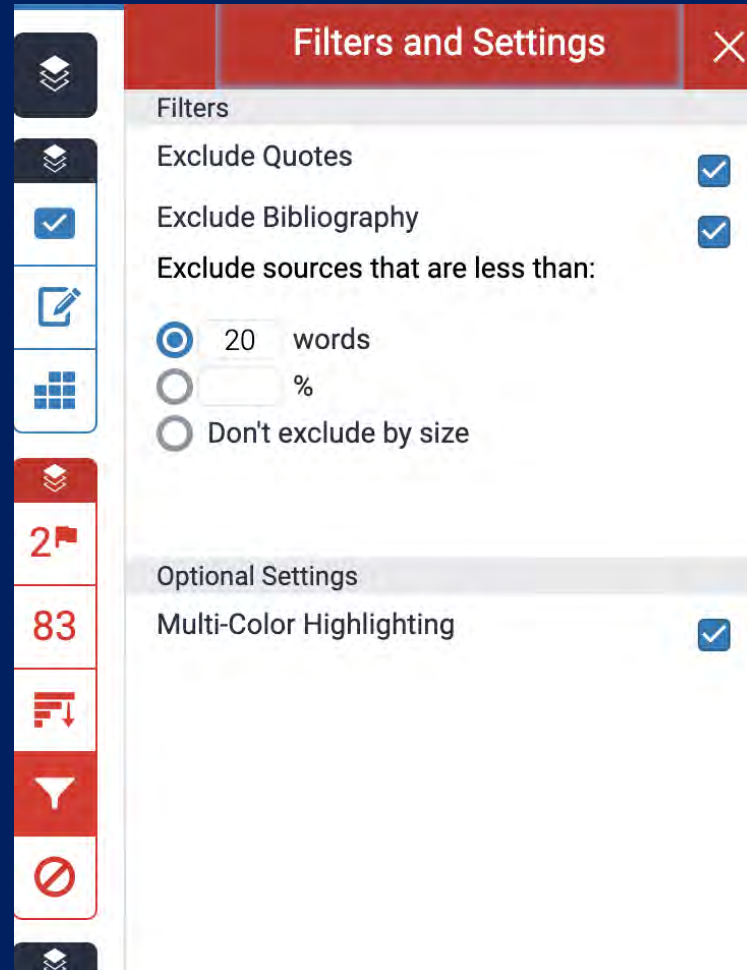
This means that there is a chance that new subsidiary legislation is passed and not opposed or debated because no ¹⁵ member of the House of Representatives comes across it and asks for withdrawal or amendments.

It is important to note that Subsidiary Legislation cannot in any way contradict Primary Legislation. In his article ‘When a subsidiary law breaches a primary law’, Kevin Aquilina discusses a private ¹¹ members Motion that was tabled by two opposition MPs (Motion No. 66), to amend Legal Notice ¹¹ 156 of 2017 (Medically Assisted Procreation National Standard Order). The motion requested that a definition of the term ‘prospective parents’ be defined in terms of ⁶ the Embryo Protection act (chapter 542 of the laws of Malta). This Primary law had a different

Step 12: At the end of the downloaded document, you will be able to identify the sources that the similar sections relate to

ORIGINALITY REPORT			
35%	13%	8%	29%
SIMILARITY INDEX	INTERNET SOURCES	PUBLICATIONS	STUDENT PAPERS
PRIMARY SOURCES			
1	Submitted to (school name not available) Student Paper	14%	
2	Submitted to University of Malta Student Paper	5%	
3	Submitted to Leeds Beckett University Student Paper	3%	
4	timesofmalta.com Internet Source	3%	
5	www.robertmusumeci.com Internet Source	2%	
6	Kevin Aquilina. "The Parliament of Malta versus the Constitution of Malta: parliament's law-making function under section 65(1) of the Constitution", Commonwealth Law Bulletin, 2012 Publication	1%	
7	www.um.edu.mt Internet Source	1%	
8	www.constitution.org Internet Source		

Step 13: You can choose to exclude the Bibliography from the parameters to be included in the similarity analysis



Step 8: AI Assistance...

The screenshot displays a writing application interface. At the top, there's a header bar with a document icon, the text 'Untitled', a cloud icon, and buttons for 'Preview' and 'Submit'. Below this is a toolbar with various editing tools like font size, bold, italic, and a font family dropdown set to 'Noto Sans' with a size of '12'. The main writing area contains the text 'This is my assignment.' and a word count of '4 words' at the bottom left. On the right side, there's a sidebar with tabs for 'Instructions' and 'AI Chat'. The 'AI Chat' tab is active, showing a message from the AI: 'Hello there, I can help with **Assignment 01**. You can ask a question, use a prompt, or select some text in your document to ask for specific feedback about it. Here are some suggestions to help you get started.' Below this are three buttons: 'Make Outline', 'Brainstorm Ideas', and 'Summarize Instructions'. At the bottom of the sidebar, there's a text input field with the placeholder 'Select text to send with your message' and a character count '0/1000'. Below the input field, the text 'Where can I search about the Maltese Legal System?' is entered, with a character count of '50/1000'. There's also a 'Prompts' dropdown menu and an 'AI can make mistakes. Critically review all responses.' disclaimer.

Untitled

Preview Submit

100% Body Noto Sans 12

This is my assignment.

4 words

Instructions AI Chat

Your chat history can be viewed by your instructor.

Hello there, I can help with **Assignment 01**.
You can ask a question, use a prompt, or select some text in your document to ask for specific feedback about it.
Here are some suggestions to help you get started.

Make Outline Brainstorm Ideas Summarize Instructions

Select text to send with your message 0/1000

Where can I search about the Maltese Legal System? 50/1000

Prompts

AI can make mistakes. Critically review all responses.

Step 9: AI Assistance...

The screenshot shows a writing interface with a toolbar at the top. The toolbar includes icons for undo, redo, and a link icon, followed by a font size dropdown set to 12, a font family dropdown set to Noto Sans, and a text style dropdown set to Body. The main text area contains the sentence "This is my assignment." and a word count of "4 words" at the bottom left. On the right side, there is a sidebar with tabs for "Instructions" and "AI Chat". The "AI Chat" tab is active, showing a message: "Your chat history can be viewed by your instructor." Below this, there is a section titled "Research Resources for the Maltese Legal System" with a list of resources: "University library databases", "Government sources", "Academic journals", and "Legal organizations". At the bottom of the sidebar, there is a text input field with a character count of "0/1000" and a "Prompts" dropdown menu. A disclaimer at the bottom of the sidebar states: "AI can make mistakes. Critically review all responses."

Untitled

100% Body Noto Sans 12

This is my assignment.

4 words

Instructions AI Chat

Your chat history can be viewed by your instructor.

Research Resources for the Maltese Legal System

Before diving into your draft, here are some helpful places to search:

- **University library databases:** Your institution likely has access to legal databases. Check your library's website for options like LexisNexis or similar platforms.
- **Government sources:** Malta's official Parliament website and the Office of the Attorney General publish laws and legal documents.
- **Academic journals:** Search Google Scholar or your library catalog for peer-reviewed articles about Maltese law.
- **Legal organizations:** The Malta Bar Association and

Select text to send with your message 0/1000

Ask a question or use a suggested prompt 0/1000

Prompts

AI can make mistakes. Critically review all responses.

Step 10: You can download in pdf

The screenshot displays the 21 Academy writing interface. At the top, there's a toolbar with a document icon, the text 'Untitled', a cloud icon, and buttons for 'Preview' and 'Submit'. Below this is a formatting bar with options for font size (100%), style (Body), font family (Noto Sans), and font size (12). The main writing area contains the text 'This is my assignment.' and a word count of '4 words' at the bottom left. A 'Download' menu is open, showing options: 'Download' (with a download icon), 'Copy composition ID' (with the subtext 'Student's editable document'), and 'Writing tool language' (with the subtext 'English (US)'). On the right side, there's an 'AI Chat' panel with a purple star icon. It contains a text input field with the placeholder 'can be viewed by your instructor.', a section titled 'Resources for the Maltese Legal', and a list of search suggestions: 'University library databases', 'Government sources', 'Academic journals', and 'Legal organizations'. At the bottom of the AI Chat panel, there's a 'Prompts' section with a text input field and a 'Prompts' dropdown menu.

Untitled

Preview Submit

100% Body Noto Sans 12

This is my assignment.

4 words

Download

Copy composition ID
Student's editable document

Writing tool language
English (US)

AI Chat

can be viewed by your instructor.

Resources for the Maltese Legal

your draft, here are some helpful places to search:

- **University library databases:** Your institution likely has access to legal databases. Check your library's website for options like LexisNexis or similar platforms.
- **Government sources:** Malta's official Parliament website and the Office of the Attorney General publish laws and legal documents.
- **Academic journals:** Search Google Scholar or your library catalog for peer-reviewed articles about Maltese law.
- **Legal organizations:** The Malta Bar Association and the Malta Legal Aid Commission.

Select text to send with your message 0/1000

Ask a question or use a suggested prompt 0/1000

Prompts

AI can make mistakes. Critically review all responses.

Step 1 — Complete the work in Turnitin Clarity

In Turnitin Clarity

- Draft and develop your assignment.
- Check and finalise the full text.
- Click Submit when the final draft is complete.

Student video guide

Watch: Clarity for Students: Drafting and Submitting an Assignment

Use the video to familiarise yourself with the Clarity workflow.

youtube.com/watch?v=9idrojsMJHk

Do not treat Microsoft Word as the place to rewrite or expand the assignment after Clarity is complete.

Step 2 — Format the document in Microsoft Word

Copy the final text from Turnitin Clarity into Word, then format the document to meet the Assignment Guidelines.

Submission form

Complete it and tick the question answered.

Cover page

Add the required cover page.

Contents page

Include a table of contents where required.

Layout

Apply the required font, spacing, margins and headings.

Final checks

Check page numbering, references and presentation.

Official Assignment Guidelines: advisory21.com/mt/wp-content/uploads/2024/01/Assignment-Guidelines.pdf

Step 3 — Upload to Turnitin Standard

Correct file name

Use your full name and the question number.

Example: Joseph Borg Q3

Drafts and deadline

Multiple drafts may be submitted before the deadline. The version uploaded at the deadline is the final submission for assessment.

24-hour restriction

Turnitin evaluates the same assignment twice within 24 hours. Further submissions during this period will not be reviewed until the period has elapsed.

Similarity score

The final submission must not exceed 20% similarity. Check quotations and acknowledge all sources properly.

Before you submit — check these points

Both versions must match

The text in Turnitin Clarity and Turnitin Standard must be identical.

Only presentation and layout may differ — for example, the cover page, contents page, headings and page numbering.

Do not add, remove or substantively change content in Word.

Final checklist

- ✓ Click Submit in Turnitin Clarity.
- ✓ Format the document in Word.
- ✓ Complete the submission form and tick the question answered.
- ✓ Check the 20% similarity limit.
- ✓ Name the file correctly.
- ✓ Upload to Turnitin Standard before the deadline.

Resubmission

- You can resubmit an assignment as many times as you wish before the deadline communicated to you on the Assignment submission form. Only 2 uploads in a 24 hour window will be scanned.
- The similarity percentage will update with each new submission. Always remember that this needs to be below 20% including direct quotations
- The uploaded version of the assignment at the time of the deadline will be considered as the final submission.



Remember

- Your upload should include the Assignment Submission Form. This will NOT be counted as part of the word count or for similarity purposes
- Uploaded documents should be in PDF Format. These should NOT be scanned
- Assignments uploaded after the submission deadline will be considered as late submissions and may result in a grade deduction, UNLESS a request for an extension has been made and approved by 21 Academy's Administration prior to the deadline. This request should be made via the appropriate Form available in the Student Resource Centre
- You have the possibility to download a copy of the document version you have uploaded



AI Generated Text

- The percentage of text flagged as potentially AI-generated is visible only to us.
- Students are expected to ensure that the submitted work is genuinely their own and not produced by AI.
- This policy does not apply to the use of AI tools for paraphrasing.
- If an assignment contains more than 30% of suspicious AI-generated text, a viva session will be arranged before deciding whether the work will be forwarded to the assessor or if the student will be asked to resubmit during a re-sit session.
- We encourage the responsible use of AI tools; however, AI should not be used to perform tasks that are meant to be completed by the student.





Planning and Writing an Assignment

Angelito Sciberras

Date: 23 October 2026

