



The University of Southern Queensland

## Course specification

<b>Description: Master of Commerce Dissertation - ABF - Part Time</b>						
Subject	Cat-nbr	Class	Term	Mode	Units	Campus
ACC	8172	40215	1, 2005	EXT	2.00	Toowoomba

<b>Academic group:</b>	FOBUS
<b>Academic org:</b>	FOB008
<b>Student contribution band:</b>	2
<b>ASCED code:</b>	089999

### STAFFING

### REQUISITES

Pre-requisite: MGT8401 and Project Acceptance

### SYNOPSIS

The Master of Commerce Dissertation comprises the research and writing of a thesis. Students examine a professional or academic area of interest, usually related to their work environment and are assisted by one or more supervisors with appropriate background. Each candidate is required to submit a research proposal for approval and endorsement by the Dean prior to the commencement of research. This is the first course to be taken when undertaking the dissertation on a part-time basis.

### OBJECTIVES

On successful completion of this course students will be able to:

1. identify research topics
2. undertake independent critical research activity using appropriate met statistical techniques and computer applications
3. report and publish research outcomes.

### TEXT and MATERIALS required to be PURCHASED or ACCESSED

ALL textbooks and materials are available for purchase from USQ BOOKSHOP (unless otherwise stated). Orders may be placed via secure internet, free fax 1800642453, phone 07 46312742 (within Australia), or mail. Overseas students should fax +61 7 46311743, or phone +61 7 46312742. For costs, further details, and internet ordering, use the 'Textbook Search' facility at <http://bookshop.usq.edu.au> click 'Semester', then enter your 'Course Code' (no spaces).

## REFERENCE MATERIALS

Reference materials are materials that, if accessed by students, may improve their knowledge and understanding of the material in the course and enrich their learning experience.

## ASSESSMENT DETAILS

Description	Marks out of	Wtg(%)	Due date
WRITTEN DISSERTATION PROP	10.00	100.00	01 Mar 2005 (see note 1)

### NOTES

1. Examiner will advise submission date.

## IMPORTANT ASSESSMENT INFORMATION

- 1 Attendance requirements:  
If you are an international student in Australia you are advised to attend all classes at your campus. Failure to attend may infringe the conditions of your student visa. For all other students, there are no attendance requirements for this course. However, it is the students' responsibility to study all material provided to them or required to be accessed by them to maximise their chance of meeting the objectives of the course and to be informed of course-related activities and administration.
- 2 Requirements for students to complete each assessment item satisfactorily:  
Not applicable.
- 3 Penalties for late submission of required work:  
If students submit assignments after the due date without prior approval then a penalty of 20% of the total marks gained by the student for the assignment will apply for each working day late.
- 4 Requirements for student to be awarded a passing grade in the course:  
Students who receive a Satisfactory Progress for this course will enrol in the second course ACC8173 to complete their dissertation. To obtain a passing grade in the dissertation students must perform satisfactorily in all aspects of assessment. A grade of Satisfactory Progress (SP) or Fail (F) may be awarded.
- 5 Method used to combine assessment results to attain final grade:  
The final grades for students will be assigned on the basis of the weighted aggregate of the marks (or grades) obtained for each of the summative assessment items in the course.
- 6 Examination information:  
There is no examination in this course.
- 7 Examination period when Deferred/Supplementary examinations will be held:  
Not applicable.
- 8 University Regulations:  
Students should read USQ Regulations 5.1 Definitions, 5.6. Assessment, and 5.10 Academic Misconduct for further information and to avoid actions which might contravene University Regulations. These regulations can be found at the URL <http://www.usq.edu.au/corporateservices/calendar/part5.htm>. Students should also read the Faculty of Business Guide to Policies and Procedures of the Faculty which can be found at the URL <http://www.usq.edu.au/handbook/current/buspolproc.html>.

## ASSESSMENT NOTES

- 1 Assignments: (i) The due date for an assignment is the date by which a student must despatch the assignment to the USQ. The onus is on the student to provide proof of the despatch date, if requested by the Examiner. (ii) Students must retain a copy of each item submitted for assessment. This must be produced within five days if required by the Examiner. (iii) The Examiner may grant an extension of the due date of an assignment in extenuating circumstances. If students submit assignments after the due date and wish to claim extenuating circumstances then they shall provide validated documentary evidence with the assignment, explaining the circumstances. The Examiner shall consider the statement accompanying a late assignment and decide on the outcome. (iv) Assignments are to be submitted in the appropriate assignment folders. (v) The Examiner will normally only accept assessments that have been written, typed or printed on paper-based media. (vi) The Examiner will not accept submission of assignments by facsimile. (vii) In the event that a due date for an assignment falls on a local public holiday in their area, such as a Show holiday, the due date for the assignment will be the next day. Students are to note on the assignment cover the date of the public holiday for the Examiner's convenience.

## OTHER REQUIREMENTS

- 1 A dissertation supervisor will be assigned by the Dean to each student in this course prior to the date indicated for item 1 of the Assessment Details.
- 2 Commerce Masters Dissertation Committees: (i) Commerce Masters Dissertation Committees will be appointed by the Dean for each major offered by the Faculty. Each committee will consist of at least three appropriately qualified staff members from the discipline area, drawn from the staff within the Faculty. The committees may contain supervisors of dissertations. (ii) The Commerce Masters Dissertation Committee for the relevant major shall receive the Dissertation Proposal. The committee may approve the Dissertation Proposal and advise the student that he/she may proceed with the research and dissertation, or may refer the Dissertation Proposal back to the student (with appropriate commentary and feedback) for resubmission.
- 3 No oral presentation of the dissertation proposal is required; however, students in the region are encouraged to make an oral presentation.
- 4 Dishonest Actions: (i) Any student who is alleged to have performed a dishonest action relating to any assessment in the course will have a course of action taken against him/her as outlined in the Academic Regulations. (ii) Pieces of assessment should be the work of individual students. Joint pieces of assessment are not permitted unless written approval has been obtained from the Examiner. (iii) Dishonest action in relation to assessment includes: copying or attempting to copy the work of others; use of or attempting to use information prohibited from use in that form of assessment; submitting the work of another as your own; consciously committing acts of plagiarism, ie taking and using another's thoughts or writings as one's own with intent to deceive, which occurs when paragraphs, sentences, a single sentence or significant parts of a sentence which are copied directly, are not enclosed in quotation marks and appropriately footnoted or referenced in the text; direct quotations are not used, but text is paraphrased or summarised, and the source of the material is not acknowledged by footnoting or other reference in the text.
- 5 Attendance Requirements: Students are required to communicate with the thesis supervisor at intervals and in the manner approved by the supervisor. This communication may be by way of email, telephone, or in person.