



## Course specification

### Description: Honours Dissertation A

Subject	Cat-nbr	Class	Term	Mode	Units	Campus
HMT	4001	41250	1, 2005	ONC	2.00	Toowoomba

<b>Academic group:</b>	FOART
<b>Academic org:</b>	FOA003
<b>Student contribution band:</b>	1
<b>ASCED code:</b>	090300

### STAFFING

Examiner: Peter Wicks

Moderator: Libby Connors

### REQUISITES

Pre-requisite: Students must be enrolled in Program: BAHN

### SYNOPSIS

This 2 unit course enables students enrolled in the Honours programme to commence their dissertation under supervision. The dissertation shall consist of a 12,000-15,000 word assignment on a topic chosen by the student and approved by the supervisor, and may be either the result of original investigations, or embody a critical appraisal or analysis of primary or secondary source material. This course will normally be followed by HMT4002 Honours Dissertation B.

### OBJECTIVES

On completion of this course students will be able to:

1. develop a research proposal, including defining a topic, developing a research design, incorporating an annotated bibliography and justifying a methodology;
2. undertake independent research, under supervision, on a proposed topic;
3. review the literature relevant to a selected dissertation topic;
4. develop an annotated bibliography in a full literature review;
5. apply and justify methodology appropriate to a research topic.

### TOPICS

	Description	Weighting (%)
1.	Proposal	40.00
2.	Literature Review	40.00
3.	Methodology	20.00

## **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.

## **STUDENT WORKLOAD REQUIREMENTS**

ACTIVITY	HOURS
Private Study	317.00
Supervisor Consultation	13.00

## **ASSESSMENT DETAILS**

Description	Marks out of	Wtg(%)	Due date
INITIAL PROPOSAL	1.00	0.00	04 Mar 2005 (see note 1)
PRELIMINARY PROPOSAL	1.00	0.00	11 Apr 2005 (see note 2)
ORAL PRESENTATION	1.00	0.00	26 Apr 2005 (see note 3)
DETAILED PROPOSAL	1.00	0.00	16 May 2005 (see note 4)

### **NOTES**

1. An initial proposal must be received and a supervisor allocated before students are confirmed into the Honours Dissertation course. Students successfully completing this course will normally be awarded the result of IIP and proceed to HMT4002 Honours Dissertation B.
2. Preliminary Proposal and Literature Review. Students who obtain an unsatisfactory progress report at this stage may be advised against proceeding further.
3. Oral Presentation of Proposal
4. Detailed Proposal and Draft Methodology

## **IMPORTANT ASSESSMENT INFORMATION**

- 1 Attendance requirements:  
It is the students' responsibility to attend and participate appropriately in all activities (such as workshops and consultation with supervisors) scheduled for them, and 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:  
To complete each of the assessment items satisfactorily, students must obtain at least 50% of the marks available for each assessment item.
- 3 Penalties for late submission of required work:  
If students submit assignments after the due date without prior approval, then a penalty of 10% of the total marks available for the assignment will apply for each of the first FIVE working days late, after which a zero mark will be given.
- 4 Requirements for student to be awarded a passing grade in the course:  
To be assured of a passing grade, students must meet the requirements of designated examiners.
- 5 Method used to combine assessment results to attain final grade:  
Method used to combine assessment results to attain final grade for Part 1 of a Dissertation/Project (where IIP is a possible grade) - If the research proposal and any possible ethics application are approved and the student's progress report is deemed satisfactory by the student's supervisor and the course examiner, the student will be awarded an interim grade of IIP, indicating satisfactory performance in the course. When the Dissertation/Project has been assessed in its entirety, the grade of IIP will be changed to the final grade.
- 6 Examination information:  
There is no exam for this course.
- 7 Examination period when Deferred/Supplementary examinations will be held:  
Given the details under (6) above, there are no deferred exams for this course. However, if any deferred/makeup work is granted, it would have to be submitted by a date set by the examiner.
- 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> or in the current USQ Handbook.

## **ASSESSMENT NOTES**

- 9 (a) The due date for an assignment is the date by which a student must lodge the assignment at the USQ. (b) Students must retain a copy of each item submitted for assessment. This must be despatched to USQ within 24 hours if requested by the Examiner. (c) In accordance with University's Assignment Extension Policy (Regulation 5.6.1), the examiner of a course may grant an extension of the due date of an assignment in extenuating circumstances such as documented ill-health. (d) Students who have undertaken all of the required assessments in the course but who have failed to meet some of the specified objectives of the course within the normally prescribed time may be awarded the temporary grade: IM Incomplete-Makeup). An IM grade will only be awarded when, in the opinion of the examiner, a student will be able to achieve the remaining objectives of the course after a period of non-directed personal study. (e) Students who, for medical, family/personal, or employment-related reasons, are unable to complete an assignment or sit for an examination at the scheduled time, may apply to defer an assessment in the course. Such a request must be accompanied by appropriate supporting documentation. One of the following temporary grades may be awarded: IDS (Incomplete - Deferred Examination; IDM (Incomplete Deferred Make-up); IDB (Incomplete - Both Deferred Examination and Deferred Make-up).

- 10 Students are strongly advised to maintain regular contact with their supervisor.
- 11 It is imperative that Dissertation/Project students check with their supervisor(s) whether they need to obtain ethics clearance for their Dissertation/Project.
- 12 Final results shall be awarded by the Honours and Postgraduate Committee of the relevant department following receipt of the completed examiners' reports.