



The University of Southern Queensland

Course specification

The current and official versions of the course specifications are available on the web at <http://www.usq.edu.au/coursespecification/current>.
Please consult the web for updates that may occur during the year.

Description: Professional Communication Dissertation A

Subject	Cat-nbr	Class	Term	Mode	Units	Campus
CMS	8001	86524	1, 2009	EXT	2.00	Toowoomba

Academic group:	FOART
Academic org:	FOA003
Student contribution band:	1
ASCED code:	100700

STAFFING

Examiner: Alison Feldman
Moderator: Chris Kossen

SYNOPSIS

This 2 unit course enables students enrolled in the Master of Professional Communication or Master of Editing and Publishing degrees to commence their dissertation under supervision. The final dissertation shall consist of a 12,000-15,000 word assignment on a topic chosen by the student and approved in advance by the supervisor, and may be either the result of original investigation, or embody a critical appraisal or analysis of primary or secondary source material. On completion of this course, students will have developed their dissertation proposal, completed a thorough review of the relevant literature and have written introductory and methodological chapters of their dissertation. This course will normally be followed by CMS8002. Public Relations students may elect to complete a project instead of a dissertation.

OBJECTIVES

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

1. develop a research or project 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 or project topic;
4. develop an annotated bibliography into a literature review; apply and justify methodology appropriate to a research or project 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
PRELIMINARY PROPOSAL	100.00	0.00	06 Mar 2009 (see note 1)
DTLD PROPOSAL + LIT REVIEW	100.00	0.00	27 Mar 2009 (see note 2)
INTRO CHAPTER+ UPDATED LIT REV	100.00	0.00	18 May 2009 (see note 3)
METHODOLOGY CHAPTER	100.00	0.00	08 Jun 2009 (see note 4)

NOTES

1. Students will not be admitted to the Master of Professional Communication Program unless they have had a preliminary proposal approved and have been allocated a supervisor. This assessment item relates to all Objectives.
2. This assessment item relates to all of the Objectives.
3. This assessment item relates to Objectives 2, 3 & 4.
4. This assessment item relates to Objectives 2, & 4.

IMPORTANT ASSESSMENT INFORMATION

1 Attendance requirements:

It is the students' responsibility to attend and participate appropriately in all activities (such as 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:
Refer Item 4
- 3 Penalties for late submission of required work:
If students submit assignments after the due date without prior approval or documented medical circumstances, then a fail grade may be given, and they may be unable to continue to the second part of this course.
- 4 Requirements for student to be awarded a passing grade in the course:
In order to pass the course, each Formative assessment stage must be satisfactorily completed before the final draft of dissertation stage, and the course CMS 8002 must also be successfully completed.
- 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>

ASSESSMENT NOTES

- 9 (a) 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. (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) 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. (e) Students who do not have regular access to postal services or who are otherwise disadvantaged by these regulations may be given special consideration. They should contact the examiner of the course to negotiate such special arrangements. (f) 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. (g) 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).

OTHER REQUIREMENTS

- 1 In order to facilitate the satisfaction of these assessment requirements, students must submit a two page preliminary thesis proposal with application for enrolment.
 - 2 Assessment of this course will be carried out by the student's supervisor/s, in consultation where appropriate, with the Program Manager, Faculty of Arts, USQ.
 - 3 Students should consult regularly with their supervisor.
 - 4 Where work for this course requires surveys or interviews to be conducted, the dissertation supervisor must be satisfied that the methods used reflect University Research Ethics requirements.
 - 5 It is the responsibility of the student to ensure that all chapter drafts, as well as the final draft of their dissertation, be written in an acceptable standard of English expression. If students' initial work is not of an acceptable standard, students will be encouraged to use the services of a copy-editor, or to seek assistance from a competent writer of English. It is not the supervisor's principal role to correct English spelling, expression or grammar, although appropriate advice will be given. Dissertations or drafts of chapters of dissertations that are not expressed to a standard of English expression acceptable to the supervisor will be referred back to the student for correction, and will not be submitted for examination until corrected. Students who fail to address this aspect of their dissertation risk failing the course. Any expenses incurred in having drafts checked by copy-editors will be met by the student. Please also note that while copy-editing may be carried out by someone who is not the student, all the substantial content of the dissertation must be the student's own work
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