Description: Professional Communication Dissertation B

<table>
<thead>
<tr>
<th>Subject</th>
<th>Cat-nbr</th>
<th>Class</th>
<th>Term</th>
<th>Mode</th>
<th>Units</th>
<th>Campus</th>
</tr>
</thead>
<tbody>
<tr>
<td>CMS</td>
<td>8002</td>
<td>34971</td>
<td>2, 2004</td>
<td>EXT</td>
<td>2.00</td>
<td>TWMB</td>
</tr>
</tbody>
</table>

Academic group: FOART
Academic org: FOA004
Student contribution band: 1
ASCED code: 100700

STAFFING
Examiner: Julianne Stewart
Moderator: Alison Feldman

REQUISITES
Pre-requisite: CMS8001

SYNOPSIS
This 2 unit course enables students enrolled in the Master of Professional Communication and Master of Editing and Publishing degrees to complete their dissertation under supervision. The dissertation shall consist of a 12,000-15,000 word assignment on a topic which was chosen by the student during the course CMS8001. This course continues on from the work commenced in CMS8001. Successful completion of this course normally leads to the award of Master of Professional Communication.

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

1. continue to undertake independent research on the topic commenced in CMS8002;
2. collect, present and analyse data relevant to the research topic;
3. write, edit and present in publishable form a completed dissertation of 12,000 to 15,000 words ready for submission to dissertation examiners.

TOPICS

<table>
<thead>
<tr>
<th>Description</th>
<th>Weighting (%)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Data collection/selection</td>
<td>40.00</td>
</tr>
<tr>
<td>Data presentation, analysis and discussion</td>
<td>50.00</td>
</tr>
</tbody>
</table>
3. Summarising, drawing conclusions, making recommendations 10.00

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:

<table>
<thead>
<tr>
<th>ACTIVITY</th>
<th>HOURS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Private Study</td>
<td>327.00</td>
</tr>
<tr>
<td>Supervisor Consultation</td>
<td>13.00</td>
</tr>
</tbody>
</table>

ASSESSMENT DETAILS

<table>
<thead>
<tr>
<th>Description</th>
<th>Marks out of</th>
<th>Wtg(%)</th>
<th>Due date</th>
</tr>
</thead>
<tbody>
<tr>
<td>FIRST DRAFT OF COMPLETE DIS’N</td>
<td>100.00</td>
<td>0.00</td>
<td>27 Aug 2004</td>
</tr>
<tr>
<td>ORAL PRESENTATION (IF REQD)</td>
<td>100.00</td>
<td>0.00</td>
<td>01 Oct 2004</td>
</tr>
<tr>
<td>COMPLETION &amp; SUBMISSION OF DIS</td>
<td>100.00</td>
<td>100.00</td>
<td>29 Oct 2004</td>
</tr>
</tbody>
</table>

IMPORTANT ASSESSMENT INFORMATION

1 Attendance requirements:
There are no attendance requirements for this external 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:
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 demonstrate, via the summative assessment items, that they have achieved the required minimum standards in relation to the objectives of the course by obtaining at least 50% of the total weighted marks for all summative assessment.

5Method 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 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 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 produced within five days if required 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).
OTHER REQUIREMENTS

1  Assessment of the dissertation shall be carried out by two persons, one of whom may be a qualified member of staff of the University of Southern Queensland who is not the student's supervisor and one of whom must be a suitably qualified person who is external to the University of Southern Queensland and who is not the student's supervisor. Where the examiners differ on the grade to be awarded the final award shall be determined by the Chair of the Honours and Postgraduate Committee of the Department of Mass Communication.

2  The dissertation shall be typed and three spiral-bound copies should be submitted via the DEC.

3  A public seminar presentation may be required at the time of the submission of the dissertation for assessment.

4  Students should consult regularly with their supervisor.

5  Where work for this course requires surveys or interviews to be conducted, the course examiner must be satisfied that the methods used reflect University Research Ethics requirements.

6  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.