Course specification

Description: Honours 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>
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<tbody>
<tr>
<td>ENL</td>
<td>4006</td>
<td>34979</td>
<td>2, 2004</td>
<td>ONC</td>
<td>2.00</td>
<td>TW MBA</td>
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Academic group: FOART
Academic org: FOA003
Student contribution band: 1
ASCED code: 091523

STAFFING
Examiner: Alison Bartlett
Moderator: Brian Musgrove

REQUISITES
Pre-requisite: ENL4005

SYNOPSIS
This 2 unit course enables students enrolled in the Honours Programme to complete their dissertation under supervision. This course is a continuation of the work commenced in Honours Dissertation A. The dissertation shall be 12,000-15,000 words in length.

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

1. research and report autonomously in written form on a sustained topic in the relevant disciplinary field;
2. devise, develop and sustain lengthy but sound argument;
3. print, edit and present in publishable form a completed dissertation ready for submission to the dissertation examiners.

TOPICS

<table>
<thead>
<tr>
<th>Description</th>
<th>Weighting (%)</th>
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</thead>
<tbody>
<tr>
<td>1. Data Collection/selection</td>
<td>33.00</td>
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<tr>
<td>2. Data presentation, analysis and discussion</td>
<td>33.00</td>
</tr>
<tr>
<td>3. Summarising, drawing conclusions, making recommendations</td>
<td>34.00</td>
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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>
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<tbody>
<tr>
<td>Private Study</td>
<td>325.00</td>
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<tr>
<td>Supervisor Consultation</td>
<td>13.00</td>
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ASSESSMENT DETAILS

<table>
<thead>
<tr>
<th>Description</th>
<th>Marks out of</th>
<th>Wtg(%)</th>
<th>Due date</th>
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<tbody>
<tr>
<td>PRESENTATION-ANALYSIS OF DATA</td>
<td>0.00</td>
<td>0.00</td>
<td>28 Jul 2004</td>
</tr>
<tr>
<td>1ST DRAFT THESIS</td>
<td>0.00</td>
<td>0.00</td>
<td>27 Aug 2004</td>
</tr>
<tr>
<td>COMPLETE AND SUBMIT THESIS</td>
<td>100.00</td>
<td>100.00</td>
<td>22 Oct 2004</td>
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NOTES:
1. The submission of the thesis will be preceded by the following two stages: A. Presentation and Analysis of Data B. 1st Draft Thesis - students who obtain an unsatisfactory progress report may be advised against proceeding further.

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:
   N/A

3 Penalties for late submission of required work:
   If students submit Dissertations/Projects after the due date without prior approval
   or documented medical circumstances, then a fail grade 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 2 of
   Dissertation/Project courses (where IIP is a possible temporary grade for Part 1) -
   If the progress reports are 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 for the first part of the Dissertation/Project
   will be changed to the final grade. For example, if the student received an HD for
   his/her dissertation/project at the completion of Dissertation/Project 2, then the
   grade of IIP for the first part would be changed to an HD.

6 Examination information:
   There is no set exam for this course. However the Dissertation/Project will be
   examined under the conditions set out for the program.

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 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).

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 The dissertation shall be typed and bound and shall conform with the Faculty of Arts style guide for the presentation of theses and dissertations.
13 Assessment of the dissertation normally shall be carried out by three qualified examiners, at least one of whom is external to the University of Southern Queensland, and none of whom is supervising the student for this thesis.
14 Final results shall be awarded by the Honours and Postgraduate Committee of the relevant department following receipt of the completed examiners' reports.
15 If assignments in the course require the use of surveys, interviews, etc., students should be aware of the University and Faculty of Arts ethical requirements/guidelines. (The course syllabus distributed to students in the first week of teaching provides this information.)

OTHER REQUIREMENTS

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