



## Course specification

<b>Description: Postgraduate Study Project - Accounting I</b>						
Subject	Cat-nbr	Class	Term	Mode	Units	Campus
ACC	8170	41084	1, 2005	EXT	1.00	Toowoomba

<b>Academic group:</b>	FOBUS
<b>Academic org:</b>	FOB008
<b>Student contribution band:</b>	2
<b>ASCED code:</b>	080100

### STAFFING

Examiner: Noel Brown

Moderator: Erle Stower

### REQUISITES

Pre-requisite: MGT8401 and Project Acceptance

### SYNOPSIS

Students may undertake a research based project to examine a professional or academic area of interest. The objectives of the project are to be developed in conjunction with the academic staff member selected to supervise and evaluate it, and approved by the Dean or his/her nominee.

### OBJECTIVES

On completion of this course students will be able to:

1. identify suitable research topics;
2. undertake independent research;
3. demonstrate appropriate communication skills; and
4. report research outcomes.

### TOPICS

Description	Weighting (%)
1. Topics and their weighting will be determined for each student at the beginning of the semester of offer. Topics will reflect each student's proposed project.	100.00

### 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.

## ASSESSMENT DETAILS

Description	Marks out of	Wtg(%)	Due date
RESEARCH PROPOSAL	20.00	20.00	01 Mar 2005 (see note 1)
PROJECT	100.00	80.00	01 Mar 2005

### NOTES

1. Examiner (project supervisor) will advise submission dates for research proposal and project.

## 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:  
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 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:  
To be assured of receiving a passing grade a student must submit all of the summative assessment items and achieve at least 50% of the available weighted marks for those items.
- 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 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) In accordance with University's Assignment Extension Policy (Regulation 5.6.1), 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 The project report should be approximately 8 000 words in length (including tables and figures but not including appendices). The project report must be typed on Standard Size paper A4 in double spacing. It must include a title page, table of contents, and bibliography.
- 2 In preparing the project report, students must refer to a style manual for authors (eg 'Communication skills handbook: How to succeed in written and oral communication', Summers, J & Smith, B 2003, revised 5th edn, John Wiley & Sons, Milton, Queensland).
- 3 A project supervisor will be assigned by the Dean to each student in this course.
- 4 The project supervisor will grade the typed project.
- 5 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.

- 6 Attendance requirements: Students are required to communicate with the project supervisor at intervals and in the manner approved by the supervisor. This communication may be by way of email, telephone, or in person.
-