

School of Information Management

INFO 408 RESEARCH PROJECT IN INFORMATION SYSTEMS

Trimester 1, 2 and 3 2007

COURSE OUTLINE

Contact Details

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Office hours by appointment

Class Times and Room Numbers

There are no scheduled classes for this course, but students enrolled in it, or participating in it in fulfilment of their commitment to other courses are required to attend a number of workshops at times to be finalised.

Students will present mid-project and end-of-project reports to SIM supervisory staff and to their classmates in an all day session held during the week before the mid-trimester break and the last week of the trimester, prior to the study break, ie trimester 1 28 May-1 June, trimester 2 8-12 October, trimester 3 11-15 February 2008 (*exact dates and times to be advised*).

Course Objectives

Students passing this course should be able to:

1. identify, clarify and investigate a research problem in information systems,
2. locate, analyse, and integrate relevant literature,
3. gather and analyse additional data if appropriate, and present a coherent, well-organised argument (written and oral) based on the above.

Course Content

This course provides an opportunity for students to complete a research project on an information systems topic and prepares them for entry into the MCA degree in Information Systems.

Readings

Extensive readings are required, but are self-selected and unique to each student's approved research topic

Materials and Equipment

None

Marks are awarded for the mid-term progress report (5% of total), the end of term report (15%) and the final written report (80%). Each component will be graded by your supervisor and one other member of the SIM academic staff. The report will be assessed on the following factors:

- **Problem identification**
Statement of objectives and/or hypothesis
Identification of boundary of study
- **Understanding of the literature**
Review of current state of knowledge
Organisation of survey into appropriate themes
Relevance to research objectives
- **Research methodology**
Explanation of methodology
Appropriate application of methodology
- **Results**
Description of results
Comparison and/or evaluation of results with reference to the literature
- **Conclusions/implications**
Relates findings to original objectives
Clear conclusions and implications
Ideas for future research
- **Presentation**
Communication - clear and concise
Thesis meets requirements for professional competency
Accurate and complete citation and referencing
- **Overall Impact**
Demonstrates an ability to conduct credible research

Penalties

Late submission of work is not acceptable, except in extreme and unavoidable circumstances. The marks out of which the item is to be judged will be reduced by 2% per day late.

Mandatory Course Requirements

Each student will be supervised by a suitably qualified member of SIM's teaching staff. Regular progress meetings of about one hour will be set up by mutual agreement between the student and the supervisor. These should occur not less than every two weeks, nor more often than weekly. Students are required to provide tangible written evidence of progress at least two days prior to each visit so that the supervisor may provide appropriate feedback.

Students are required to attend the introductory session, and are required to make a 15 minute presentation and answer questions at both the mid-term and end-of-term sessions.

Research involving human subjects will almost always require approval of the Human Ethics Committee. See <http://www.sim.vuw.ac.nz/research/#hec> for further guidance. In cases where human subjects are not involved, and ethical clearance thus is not required, students are required to get their supervisor's formal written agreement to this before any data gathering is commenced. Where HEC clearance is required (most cases), students may not commence any data gathering until the clearance has been granted.

Communication of Additional Information

Students enrolled in INFO 408 or other papers which use its format will be enrolled in a Blackboard community. The initial set up is always to the student's SCS account. Every student who uses other than the SCS account MUST ensure that their SCS account is set up to forward mail to the account they use.

Students are responsible for ensuring that they are able to be contacted either directly by their supervisor, or via the Blackboard communication tools. Students should check Blackboard regularly for announcements relevant to this course.

Faculty of Commerce and Administration Offices

Railway West Wing (RWW) - FCA Student and Academic Services Office

The Faculty's Student and Academic Services Office is located on the ground and first floors of the Railway West Wing. The ground floor counter is the first point of contact for general enquiries and FCA forms. Student Administration Advisers are available to discuss course status and give further advice about FCA qualifications. To check for opening hours call the Student and Academic Services Office on (04) 463 5376.

Easterfield (EA) - FCA/Education/Law Kelburn Office

The Kelburn Campus Office for the Faculties of Commerce and Administration, Education and Law is situated in the Easterfield Building - it includes the ground floor reception desk (EA005) and offices 125a to 131 (Level 1). The office is available for the following:

- Duty tutors for student contact and advice.
- Information concerning administrative and academic matters.
- Forms for FCA Student and Academic Services (e.g. application for academic transcripts, requests for degree audit, COP requests).
- Examinations-related information during the examination period.

To check for opening hours call the Student and Academic Services Office on (04) 463 5376.

General University Policies and Statutes

Students should familiarise themselves with the University's policies and statutes, particularly the Assessment Statute, the Personal Courses of Study Statute, the Statute on Student Conduct and any statutes relating to the particular qualifications being studied; see the Victoria University Calendar or go to www.vuw.ac.nz/policy.

For information on the following topics, go to the Faculty's website www.vuw.ac.nz/fca under Important Information for Students:

- Academic Grievances
- Academic Integrity and Plagiarism
- Student and Staff Conduct
- Meeting the Needs of Students with Impairments
- Student Support

Manaaki Pihipihinga Programme

Manaaki Pihipihinga is an academic mentoring programme for undergraduate Māori and Pacific students in the Faculties of Commerce and Administration, and Humanities and Social Sciences. Sessions are held at the Kelburn and Pipitea Campuses in the Mentoring Rooms, 14

Kelburn Parade (back courtyard), Room 109D, and Room 210, Level 2, Railway West Wing. There is also a Pacific Support Coordinator who assists Pacific students by linking them to the services and support they need while studying at Victoria. Another feature of the programme is a support network for Postgraduate students with links to Postgraduate workshops and activities around Campus.

For further information, or to register with the programme, email manaaki-pihipihinga-programme@vuw.ac.nz or phone (04) 463 5233 ext. 8977. To contact the Pacific Support Coordinator, email pacific-support-coord@vuw.ac.nz or phone (04) 463 5842.