VICTORIA UNIVERSITY OF WELLINGTON
Te Whare Wananga o te Upoko o te Ika a Maui

School of Information Management

MMIM 592 RESEARCH PROJECT IN INFORMATION MANAGEMENT

Trimester 1, 2, 3 2007

COURSE OUTLINE

Contact Details

Course Coordinator:	**Name**	Tony Hooper		
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Programme Administrator:	**Name**	Irma Huth		
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Course Aims

This course provides an opportunity for students to complete a theoretical research project on an approved topic in information management. It is intended that through this process, the student will demonstrate not only mastery of the theoretical basis of the topic chosen, but also an ability to undertake independent research at an appropriate academic level.

Course Objectives

Students passing this course should be able to:
1. identify, clarify and investigate a research problem in information management,
2. locate, analyse, and integrate relevant literature,
3. gather and analyse additional data if appropriate, and
4. present a coherent, well-organised argument (written and oral) based on the above.

Prerequisite: INFO 403 or INFO/LIBR 528 or MMIM 552

Course Dates: Trimesters 1 + 2   26 February -12 October 2007
  Trimesters 2 + 3   9 July 2007 - 8 February 2008
  Trimesters 3 + 1   19 November 2007 - 30 May 2008
  (Enrol 4 weeks prior to the trimester to allow sufficient time for supervisor allocation)

Times: Regular meetings with supervisors, by arrangement.

Supervisor: To be assigned by the course coordinator on an individual basis.

Learning Resources These are specified in the pre-requisite research methods course.

Literature: You will make extensive use of the library print and CD-ROM media as well as online academic literature databases.

Informal learning groups: Students are encouraged to form learning groups and meet on a regular basis to share and discuss ideas related to their projects.

Computer Labs: Enrolment in this course entitles you to use of SCS computer labs at Kelburn and Pipitea campuses. Information on labs can be found at http://www.vuw.ac.nz/scs/facilities/facilities.aspx. The School of Information Management also has a small postgraduate lab that is available for you to use – please contact the programme administrator for further details.

Access to your student email account, Blackboard, and student records is via MyVictoria http://my.vuw.ac.nz/cp/home/loginf. Please ensure your contact details are kept up to date in the Student Records system.

Workload

Time commitment: Expect to spend 12-14 hours per week on work related to MMIM 592

Lectures or tutorial: There are no regular lectures or tutorials

Research seminars: These will be held as required

Assessment:
100% written research report
Due by the Friday of the end of the second trimester you are enrolled (refer to Dates)

Written Research Report: Your supervisor will help you in planning and preparing this report.

Project milestones

Task	Date, time
Attend a research project orientation session incorporating "How to select a supervisor"	If required, tba
Choose topic Students are advised to prepare for MMIM 592 by choosing the same topic for their literature review and project proposal (INFO 403 or INFO 528). This is a strong recommendation, but not a requirement. Early selection of a topic also sensitises you to issues and the potential value of literature you read during your other studies.	If required, tba
Submit Topic Approval Form (TAF) – This goes to the Programme Administrator, who can also provide you with the TAF template. That forms the basis for enrolment and the allocation of a supervisor.*	
Submit research proposal to the supervisor. This usually would take from 4 to 6 weeks, but may be completed sooner. The Research Proposal is marked by the supervisor and that mark forms 20% of the final grade.	1-2 wks
Submit final draft of written research report to your supervisor. Your supervisor may negotiate an earlier date.	tba
Submit 2 copies of your written research report (plus an electronic copy) to the course co-ordinator or programme administrator	By last day of second trimester (see course dates)

* It is advisable that students enrol 4 weeks prior to the trimester and submit your research proposal 1-2 weeks prior to the trimester commencing to allow sufficient time for supervisor allocation

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.