VICTORIA UNIVERSITY OF WELLINGTON
Te Whare Wānanga o te Ūpoko o te Ika a Māui

School of Information Management

INFO 391 RESEARCH PAPER IN INFORMATION SYSTEMS

Trimester 1, 2 and 3 2009

COURSE OUTLINE

Contact Details

Co-ordinator: Janet Toland
                     EA 109, Easterfield Building, Kelburn Campus
                     Tel: 04 463 6861
                     E-mail: janet.toland@vuw.ac.nz

Notices: As there is a one-on-one relationship between the student and the supervisor, the two should make arrangements as to how best to remain in regular contact

Course Dates: Trimester 1   2 March – 5 June 2009
                     Trimester 2   13 July – 16 October 2009
                     Trimester 3   16 November 2009– 12 February 2010

Course Format

Times: Regular meetings with supervisor
Time commitment: Expect to spend 12-14 hours per week on work related to INFO 391
Lectures/tutorials: There are no regular lectures or tutorials
Research seminars: To be held as needed

Course Aims

This course provides an opportunity for students to complete a research project on an information systems topic. It is intended for high achieving students nearing the end of their degree who have demonstrated, through their academic record, that they are capable of largely independent work of a high standard.

A student may undertake this course if, and only if: (a) the course coordinator determines that the student has a sufficiently strong previous academic record such that a course of independent study is appropriate; (b) a suitably qualified member of staff with an interest in, and knowledge of, the student's proposed area of study is willing and able to serve as supervisor for the student.

The school cannot guarantee that an appropriately qualified member of staff will be available to act as supervisor in every instance. The School does not expect more than two or three such offerings of INFO 391 in any given year.

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
4.   Present a coherent, well-organised argument (written and oral) based on the above.

Prerequisites

- At least 24 points of prior 300 level INFO courses, and an academic record with a minimum B+ average

- An established relationship with an INFO academic who has expressed a willingness to supervise the student in an agreed topic of mutual interest in the field of Information Systems

- The consent of the Head of School, who may delegate this authority to the Director of Undergraduate Programmes

Readings

Recommended Text: Creswell, J. (2009). Research Design: Qualitative, Quantitative and Mixed Methods approaches. (3rd Ed) Sage, Thousand Oaks, CA. (This book need not be purchased. It is available in the library)

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

Assessment Requirements

		Due Date
Written Research Report	100%	5pm on the last working day of the trimester in which you are enrolled in:
		Trimester 1: Friday 5 June2009
		Trimester 2: Friday 16 October 2009
		Trimester 3: Friday 12 February 2010

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

Penalties

Late Submission: Written research reports submitted after the deadline will incur a 5% penalty (of the mark obtained) for each working day late. In the event of bereavement or prolonged illness affecting your ability to meet deadlines, discuss your situation with your supervisor and advise the Course Co-ordinator. You must substantiate your claim with appropriate documentation, for example, a medical certificate.

Project Milestones

Activity	Due
Choose a topic and a supervisor. Early selection of a topic sensitises you to issues and the potential value of literature you read during your other studies	At least one month prior to trimester commencement
Submit a research proposal to your chosen supervisor and the Director of Undergraduate Programmes. You should work with your proposed supervisor prior to the trimester in which the research is undertaken	At least two weeks prior to the trimester commencement
Obtain HEC clearance as required and if directed by your supervisor	Prior to commencing research
Submit the final draft of written research report	Date to be agreed with supervisor
Submit two copies of your written research report (plus a digital copy) to the course co-ordinator	By 5.00 pm on last day of trimester prior to exam break

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 on the ground floor (EA005). This counter is the first point of contact for :
- 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.

Notice of Turnitin Use

Student work provided for assessment in this course may be checked for academic integrity by the electronic search engine <http://www.turnitin.com>. Turnitin is an on-line plagiarism prevention tool which identifies material that may have been copied from other sources including the Internet, books, journals, periodicals or the work of other students. Turnitin is used to assist academic staff in detecting misreferencing, misquotation, and the inclusion of unattributed material, which may be forms of cheating or plagiarism. You are strongly advised to check with your supervisor if you are uncertain about how to use and cite material from other sources. Turnitin will retain a copy of submitted materials on behalf of the University for detection of future plagiarism, but access to the full text of submissions will not be made available to any other party.

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.victoria.ac.nz/home/about/policy/students.aspx

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

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

Academic Integrity and Plagiarism

Academic integrity is about honesty – put simply it means *no cheating*. All members of the University community are responsible for upholding academic integrity, which means staff and students are expected to behave honestly, fairly and with respect for others at all times. Plagiarism is a form of cheating which undermines academic integrity. The University defines plagiarism as follows:

The presentation of the work of another person or other persons as if it were one's own, whether intended or not. This includes published or unpublished work, material on the Internet and the work of other students or staff.

It is still plagiarism even if you re-structure the material or present it in your own style or words. *Note: It is however, perfectly acceptable to include the work of others as long as that is acknowledged by appropriate referencing.*

Plagiarism is prohibited at Victoria and is not worth the risk. Any enrolled student found guilty of plagiarism will be subject to disciplinary procedures under the Statute on Student Conduct and may be penalized severely. Consequences of being found guilty of plagiarism can include:

- an oral or written warning
- cancellation of your mark for an assessment or a fail grade for the course
- suspension from the course or the University.

Find out more about plagiarism, and how to avoid it, on the University's website: www.victoria.ac.nz/home/studying/plagiarism.html

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 6015. To contact the Pacific Support Coordinator, email *pacific-support-coord@vuw.ac.nz* or phone (04) 463 5842.

INFO 391   Research Paper in Information Systems
Mark Sheet for Written Report

Student's Name:

Topic:

Marker's Name:

	Poor	OK	Good
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			
Comments	**Grade**		