TE WHARE WĀNANGA O TE ŪPOKO O TE IKA A MĀUI

VICTORIA
UNIVERSITY OF WELLINGTON

School of Information Management

INFO580 RESEARCH PROJECT

Trimesters 1, 1+2, 2, 2+3, 3, 3+1 2011

COURSE OUTLINE

Names and Contact Details

Course Coordinator: Alastair Smith
Room RH426, Rutherford House
Tel +64 4 463-5785
Email alastair.smith@vuw.ac.nz

Programme Administrator: Chris King
Room RH521, Rutherford House
Tel +64 4 463 5309
Email: chris.king@vuw.ac.nz

Phoning from outside Wellington: phone 0800 116 299 and ask to be connected to the appropriate staff member.

Trimester Dates
Trimester 1: 28 February to 17 June
Trimester 1&2: 28 February to 17 October
Trimester 2: 11 July to 17 October
Trimester 2&3: 11 July to 17 February 2012
Trimester 3: 14 November to 17 February 2012
Trimester 3&1: 14 November to 11 June 2012

Note: You should enrol for two trimesters unless there are very strong reasons to enrol for only one. If you enrol in INFO580 for only one trimester, you face a challenging timeframe which may be exacerbated by delays outside of your control, for example in ethics approval and return of surveys. It is not possible to change your enrolment after you start INFO580, except by withdrawing and re-enrolling for a later time.

Withdrawal from Course
1. Your fees will be refunded if you withdraw on or before:
Trimester 1: 11 March 2011   Trimesters 1 & 2 (F): 11 March 2011
Trimester 2: 22 July 2011   Trimesters 2 & 3 (J): 22 July 2011
Trimester 3: 25 November 2011   Trimesters 3 & 1 (K): 25 November 2011

2. The standard last date for withdrawal from this course:
   Trimester 1: 13 May 2011   Trimesters 1 & 2 (F): 19 Aug 2011
   Trimester 2: 23 Sept 2011   Trimesters 2 & 3 (J): 20 Dec 2011
   Trimester 3: 27 January 2012   Trimesters 3 & 1 (K): 4 April 2012

   After this date, students forced to withdraw by circumstances beyond their control must apply for permission on an '*Application for Associate Dean's Permission to Withdraw Late*' including supporting documentation. The application form is available from either of the Faculty's Student Customer Service Desks.

Note that if you withdraw from INFO580 and re-enrol, you will need to discuss with the INFO580 course coordinator whether it is appropriate to continue with the same research topic, or adopt a new topic.

Class Times and Room Numbers
There are no formal classes for INFO580.

Course Content
INFO 580 allows students to demonstrate that they can plan and complete a small research project in information studies. INFO580 is an extension of work undertaken in INFO 528, which provides an introduction to the various research methodologies and research procedures.

Course Learning Objectives
INFO 580 is designed to assess a student's ability to:
* identify, clarify, and investigate a problem/topic;
* locate, analyse, and integrate relevant literature;
* gather and analyse additional data; and
* present a coherent and well-organised argument.

Course Delivery
You will have regular contact with your supervisor during your INFO580 enrolment. These may be face-to-face meetings; or in the case of distance students, contact through telephone, VoIP, or email.

Expected Workload
Completing your INFO580 project requires about 300 hours of work, though the time will depend on the methodology, topic, extent of previous preparation, etc.

Group Work
There is no group work required in this course.

Readings
There is no set text; the text and readings from INFO528 are important, and a list of suggested readings and references and other information is provided at the INFO580 section of the Blackboard Information Studies community.

Materials and Equipment
No specific material or equipment is required for this course.

Assessment Requirements

INFO580 has two pieces of assessment:

- Research proposal: 3000-5000 words, 30%, due one third of the way through your enrolment.
- Research report: 8000-15000 words, 70%, due at the end of your enrolment.

2011 due dates:

Trimester(s)	Proposal Due	Project Due
1	28 March 2011	17 June 2011
1 & 2 (F)	9 May 2011	17 Oct. 2011
2	8 Aug. 2011	17 Oct. 2011
2 & 3 (J)	19 Sept. 2011	13 Feb. 2012
3	13 Dec. 2011	13 Feb. 2012
3 & 1 (K)	16 Jan. 2012	11 June 2012

Your assessed work may also be used for quality assurance purposes, such as to assess the level of achievement of learning objectives as required for accreditation and audit purposes. The findings may be used to inform changes aimed at improving the quality of FCA programmes. All material used for such processes will be treated as confidential, and the outcome will not affect your grade for the course.

Examinations

No examinations

Penalties

There are no specific penalties; however

Mandatory Course Requirements

You must submit a satisfactory Topic Approval Form (TAF) prior to the start of INFO580. This outlines your topic and your background reading, and is used to allocate an appropriate supervisor. The proposal must achieve a pass grade before you can proceed to completion of the research project.

Class Representative

The IST programmes have a student committee which provides a communication channel to liaise with the Programmes Director and course coordinators on behalf of students.

Communication of Additional Information

Full details of the requirements and procedures for INFO580 are available in the INFO580 Research section of the Blackboard Information Studies community.

Use of Turnitin
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 compares submitted work with a very large database of existing material. At the discretion of the Head of School, handwritten work may be copy-typed by the School and subject to checking by Turnitin. 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.

For the following important information follow the links provided:

Academic Integrity and Plagiarism
http://www.victoria.ac.nz/home/study/plagiarism.aspx

General University Policies and Statutes
Find key dates, explanations of grades and other useful information at
www.victoria.ac.nz/home/study

Find out about academic progress and restricted enrolment at
http://www.victoria.ac.nz/home/study/academic-progress.aspx

The University's statutes and policies are available at www.victoria.ac.nz/home/about/policy, except qualification statutes, which are available via the Calendar webpage at
http://www.victoria.ac.nz/home/study/calendar.aspx (See Section C).
Further information about the University's academic processes can be found on the website of the Assistant Vice-Chancellor (Academic) at
www.victoria.ac.nz/home/about_victoria/avcacademic/default.aspx

AVC (Academic) Website: information including: Conduct, Academic Grievances, Students with Impairments, Student Support
http://www.victoria.ac.nz/home/about_victoria/avcacademic/Publications.aspx

Faculty of Commerce and Administration Offices
http://www.victoria.ac.nz/fca/studenthelp/

Te Pūtahi Atawhai
Maori and Pacific Mentoring Programme
http://www.victoria.ac.nz/st_services/tpa/index.aspx