

School of Marketing and International Business

**IBUS 409 DISSERTATION**

Trimester Two 2012

**COURSE OUTLINE**

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**Names and Contact Details**

<b>Course coordinator:</b>	Dr. Yang Yu Room 1115, Rutherford House Telephone: 463-6486 Email: yang.yu@vuw.ac.nz
<b>Office hours:</b>	Thursday 14:00-15:00 and Friday 14:00-15:00
<b>Supervisors:</b>	Dr. David Crick Dr. Revti Raman Dr. Cheryl Rivers Dr. Yang Yu

**Trimester Dates**

From Monday 16 July to Friday 2 November 2012.

**Withdrawal from Course**

1. Your fees will be refunded if you withdraw from this course on or before Friday 27 July 2012.
2. The standard last date for withdrawal from this course is 14 September. 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.

**Class Times and Room Numbers**

There are no classes scheduled for the course.

## **Course Content**

Students will complete an individual research project that combines learning from other courses in the Honours programme and individual research on a topic agreed upon by the student and the supervisor. Students will demonstrate expert knowledge in a chosen area of study and appropriate scholarly and ethical behaviour in conducting and reporting their research. The dissertation must have a well-developed conceptual foundation and include a primary research component.

## **Course Learning Objectives**

By the end of this course, students should be able to:

1. Produce independent research including setting initial research questions and forming conclusions;
2. Identify, plan, design and manage a significant research project (under supervision);
3. Apply appropriate methodology for the research;
4. Write up and present the research using the appropriate structure and format;
5. Make an original contribution to research in the field of international business.

## **Course Delivery**

Three seminars are offered to help students develop a good understanding of research and skills for completion of the dissertation. A separate document will be provided to inform the dates and times for the seminars. Students **MUST** have regular contact with supervisors and seek advice proactively. Each student has maximum 12 hours for scheduled meetings with the supervisor.

## **Expected Workload**

Students should devote approximately 20 hours of independent study per week to this course.

## **Readings**

Students should identify readings related and specific to the chosen research topic, with guidance from their supervisors.

## **Materials and Equipment**

There is no standard list of materials and equipment. Students have access to an Honours grant of up to \$500 for reimbursement of research-related expenses incurred in the development of the dissertation. Original receipts for approved expenses should be submitted to Jessie Johnston, the School Administrator. More information about this is found in your Honours programme welcome folder.

## **Assessment Requirements**

The final mark for IBUS 409 is based solely on the assessment of the dissertation. A dissertation is normally 10,000-12,000 words in length, or 30-40 pages. It typically includes:

- Cover page (including the title, author's name and supervisor's name)
- Abstract (150 words)
- Introduction
- Literature review

- Research objectives/questions or hypotheses
- Research methods
- Data analysis and results
- Discussion of the findings
- Limitations and future research
- References
- Appendix (e.g. research information sheet, consent form, research instrument)

The body text of the dissertation should be in a 12-point font, Times New Roman. Lines should have 1.5 spacing, and printed single sided. The dissertation also has margins of least 2 cm and no more than 4 cm on the binding edge of the page. Students must follow the referencing style of the *Journal of International Business Studies*. Please consult the journal ([www.jibs.net](http://www.jibs.net)) for examples of proper style.

#### Quality Assurance Note

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.

#### **Dissertation Due Date**

Each student is expected to submit a completed draft of his/her dissertation to the supervisor no later than **12 October 2012, 4pm**. This will allow time for the supervisor to provide feedback and the student to make revisions. The deadline for the dissertation is on **2 November 2012, 4pm**. Two hard copies must be handed in to the 11<sup>th</sup> floor reception staff, along with an electronic copy being emailed to the course co-ordinator no later than **5pm**. By submission, students consent to their dissertations being consulted and used by the staff at School of Marketing and International Business, for teaching purpose only. Each dissertation is assessed by two academic staff members, excluding the supervisor.

#### **Penalties**

Late submission of the dissertation will not be accepted without good reason (e.g., a medical certificate) and prior permission. In other cases, 5 marks will be deducted (out of 100) for each day, or part day, that the dissertation is late. Late submission of the dissertation is likely to result in delayed reporting of the final results for the Honours degree.

#### **Mandatory Course Requirements**

Students must obtain 50% on the final dissertation to pass the course.

#### **Class Representative**

A class representative will be elected in the first class, and that person's name and contact details made available to VUWSA, the Course Coordinator and the class. The class representative provides a communication channel to liaise with the Course Coordinator on behalf of students.

## **Communication of Additional Information**

Additional announcements will be communicated via e-mail. Each student should make sure that the course co-ordinators have his or her current e-mail address. Students are also required to have regular contact with their supervisors.

## **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](http://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](http://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](http://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](http://www.victoria.ac.nz/home/about_victoria/avcacademic/Publications.aspx)

### **Faculty of Commerce Office**

<http://www.victoria.ac.nz/vbs/studenthelp>

### **Te Putahi Atawhai**

#### **Maori and Pacific Mentoring Programme**

[http://www.victoria.ac.nz/st\\_services/tpa/index.aspx](http://www.victoria.ac.nz/st_services/tpa/index.aspx)