School of Information Management

MMIM 592 RESEARCH PROJECT

Trimesters 1+2 2014 (F), 2+3 2014 (J), 3+1 (K) 2014/15

COURSE OUTLINE

Names and Contact Details

Course Coordinator	Tony Hooper
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MIM Programme Administrator	Usha Varatharaju
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Trimester Dates

Trimesters 1 + 2 (F)	3 March 2014 – 17 October 2014
Trimesters 2 + 3 (J)	14 July 2014 – 13 February 2015
Trimesters 3 + 1 (K)	17 November 2014 – 5 June 2015

(Enrol at least 4 weeks prior to the trimester to allow sufficient time for supervisor allocation)

Withdrawal from Course

- **Withdrawal dates: Late withdrawals with Associate Dean (Students) permission.
  (See Section 8: Withdrawals – from the Personal Courses of Study Statue)**
  http://policy.vuw.ac.nz/Amphora!~~policy.vuw.ac.nz~POLICY~000000001743.pdf

- **Withdrawal dates: refunds:**
  http://www.victoria.ac.nz/home/admisenrol/payments/withdrawlsrefunds.aspx

To withdraw from a course contact the MIM Administrator to find out deadlines and how to proceed.

Deadline to add a course	*Deadline to withdraw from a course with refund*	*Deadline to withdraw late without refund**
Trimesters 1+2: 14 March Trimesters 2+3: 25 July Trimesters 3+1: 29 November	Trimesters 1+2: 14 March 2014 Trimesters 2+3: 25 July 2014 Trimesters 3+1:29 November 2014	Trimesters 1+2: 22 August 2014 Trimesters 2+3: 9 January 2015 Trimesters 3+1: 10 April 2015

*The Associate Dean's approval is required to withdraw from a course after this date for students who are forced to withdraw by circumstances beyond their control. 'Application for Associate Dean's Permission to Withdraw Late' form is available from either of the Faculty's Student Customer Service Desks.

Class Times and Room Numbers

There are no formal classes for MMIM592 but students are required to meet with the Course Coordinator to discuss the proposed research so that a supervisor can be allocated.

- **Times:** Regular meetings with supervisors, by arrangement.
- **Supervisor**: To be assigned by the course coordinator on an individual basis.

Students are advised to meet regularly with their assigned supervisors to work on their Research Project.

Course Content

This course provides an opportunity for students to complete a 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 Learning Objectives

Students passing this course should be able to:

- identify, clarify and investigate a research problem in information management,
- locate, analyse, and integrate relevant literature,
- gather and analyse additional data if appropriate, and
- present a coherent, well-organised argument (written and oral) based on the above using standard academic writing and bibliographic conventions.

Prerequisite: MMIM 552 Research Methods

Course Delivery
You will have regular contact with your supervisor during your MMIM592 enrolment. These may be face-to-face meetings; contact through telephone; or emails.

Expected Workload
Time commitment: Expect to spend 10-12 hours per week on work related to this course
Lectures or tutorial: There are no regular lectures or tutorials
Research seminars: These will be held as required

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.

Readings
There is no set text; the text and readings from MMIM552 Research Methods are important.

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.

Assessment Requirements
The total assessment will be based on a written research report which is due by the Friday of the last week of the second trimester of your enrolment.

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

Grades

Letter Grade	% achieved	Description	
A+	90–100	95	Outstanding performance
A	85–89	87	Excellent performance
A-	80–84	82	Excellent performance in most respects
B+	75–79	77	Very good performance
B	70–74	72	Good performance
B-	65–69	67	Good performance overall, but some weaknesses
C+	60–64	62	Satisfactory to good performance
C	55–59	57	Satisfactory performance
C-	50–54	52	Adequate evidence of learning
D	40–49	45	Poor performance overall, some evidence of learning
E	0–39	20	Well below the standard required

Project milestones

Task	Date/ time
Choose topic Students are advised to prepare for the course by choosing the same topic for their literature review and project proposal (MMIM552). 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.*	As soon as enrolled
Submit formal project proposal, and assuming human ethics subjects are involved, submit a HEC application to the SIM Human Ethics Committee.	4 wks
Submit final draft of written research report to your supervisor. Your supervisor may negotiate an earlier date.	To be advised by Supervisor
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 below)

Submission dates for MMIM 592 research reports

- F trimester (T1 + T2) – 17 October 2014

- J trimester (T2 + T3) – 13 February 2015

- K trimester (T3 + T1) – 5 June 2015

Computer Labs
In addition to general student computer labs, enrolment in this course entitles you to use of the SIM postgraduate computer lab located in Rutherford House (RH 507). Please contact the programme administrator for access details, hours of entry, door PIN etc. 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 myVictoria.

Mandatory Course Requirements
You must submit a satisfactory topic approval form (TAF) prior to the start of MMIM592. This outlines your topic and your background reading, and is used to allocate an appropriate supervisor.

To pass the course you must submit a final case study at the end of the enrolment.

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.

Link to general information
For general information about course-related matters, go to
http://www.victoria.ac.nz/vbs/studenthelp/general-course-information

Note to Students
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 academic audit. The findings may be used to inform changes aimed at improving the quality of VBS programmes. All material used for such processes will be treated as confidential, and the outcome will not affect your grade for the course.

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