



PPMP20015 Research in Project Management

Term 1 - 2018

Profile information current as at 19/05/2022 10:25 pm

All details in this unit profile for PPMP20015 have been officially approved by CQU University and represent a learning partnership between the University and you (our student). The information will not be changed unless absolutely necessary and any change will be clearly indicated by an approved correction included in the profile.

General Information

Overview

This unit provides the essential skills and techniques for designing, implementing and evaluating research in the project management discipline. It provides an in-depth introduction to the critical thinking and planning required in the initial stages of the research project. You will undertake research problem definition and articulate a research question. Then you will learn how to design your research and you will gain many skills associated with conducting research. You will also consider qualitative and quantitative methods, and justify the most appropriate approach for your project with the final outcome of the unit being the development of a full research proposal. This unit is designed as the pre-requisite for the work you will undertake in your final year Research Project in which you will implement your developed research proposal.

Details

Career Level: *Postgraduate*

Unit Level: *Level 9*

Credit Points: 6

Student Contribution Band: 10

Fraction of Full-Time Student Load: 0.125

Pre-requisites or Co-requisites

Pre-requisites: PPMP20007, PPMP20008, PPMP20009 and PPMP20010
Co-requisites: PPMP20011, PPMP20012

Important note: Students enrolled in a subsequent unit who failed their pre-requisite unit, should drop the subsequent unit before the census date or within 10 working days of Fail grade notification. Students who do not drop the unit in this timeframe cannot later drop the unit without academic and financial liability. See details in the [Assessment Policy and Procedure \(Higher Education Coursework\)](#).

Offerings For Term 1 - 2018

- Brisbane
- Distance
- Melbourne
- Perth
- Sydney

Attendance Requirements

All on-campus students are expected to attend scheduled classes – in some units, these classes are identified as a mandatory (pass/fail) component and attendance is compulsory. International students, on a student visa, must maintain a full time study load and meet both attendance and academic progress requirements in each study period (satisfactory attendance for International students is defined as maintaining at least an 80% attendance record).

Website

[This unit has a website, within the Moodle system, which is available two weeks before the start of term. It is important that you visit your Moodle site throughout the term. Please visit Moodle for more information.](#)

Class and Assessment Overview

Recommended Student Time Commitment

Each 6-credit Postgraduate unit at CQUniversity requires an overall time commitment of an average of 12.5 hours of study per week, making a total of 150 hours for the unit.

Class Timetable

[Regional Campuses](#)

Bundaberg, Cairns, Emerald, Gladstone, Mackay, Rockhampton, Townsville

[Metropolitan Campuses](#)

Adelaide, Brisbane, Melbourne, Perth, Sydney

Assessment Overview

1. **Critical Review**

Weighting: 20%

2. **Research Proposal**

Weighting: 80%

Assessment Grading

This is a graded unit: your overall grade will be calculated from the marks or grades for each assessment task, based on the relative weightings shown in the table above. You must obtain an overall mark for the unit of at least 50%, or an overall grade of 'pass' in order to pass the unit. If any 'pass/fail' tasks are shown in the table above they must also be completed successfully ('pass' grade). You must also meet any minimum mark requirements specified for a particular assessment task, as detailed in the 'assessment task' section (note that in some instances, the minimum mark for a task may be greater than 50%). Consult the [University's Grades and Results Policy](#) for more details of interim results and final grades.

CQUniversity Policies

All University policies are available on the [CQUniversity Policy site](#).

You may wish to view these policies:

- Grades and Results Policy
- Assessment Policy and Procedure (Higher Education Coursework)
- Review of Grade Procedure
- Student Academic Integrity Policy and Procedure
- Monitoring Academic Progress (MAP) Policy and Procedure – Domestic Students
- Monitoring Academic Progress (MAP) Policy and Procedure – International Students
- Student Refund and Credit Balance Policy and Procedure
- Student Feedback – Compliments and Complaints Policy and Procedure
- Information and Communications Technology Acceptable Use Policy and Procedure

This list is not an exhaustive list of all University policies. The full list of University policies are available on the [CQUniversity Policy site](#).

Previous Student Feedback

Feedback, Recommendations and Responses

Every unit is reviewed for enhancement each year. At the most recent review, the following staff and student feedback items were identified and recommendations were made.

Feedback from Student feedback in Moodle

Feedback

Decomposing the biggest assessment into smaller assessment items was very effective in helping us with planning and undertaking of the tasks.

Recommendation

Keep this arrangement in future offerings of the unit.

Feedback from Melbourne student feedback in Moodle

Feedback

The teaching staff is very knowledgeable and approachable which was evident in the 'one to one' discussion with us.

Recommendation

Maintain a high level of teaching quality in this unit and continuous improvement in teaching content and delivery methods to meet students' expectations.

Feedback from Student feedback in Moodle

Feedback

This unit provides a great opportunity for students to develop robust research proposals to pursue further research higher degree upon graduation.

Recommendation

Noted.

Feedback from Teaching staff

Feedback

Some students need 'face to face' mentoring to cope with the different nature of this unit compared with other units.

Recommendation

Arrangements will be made to provide sufficient mentoring, guidance and timely feedback to students throughout the entire process of planning their research projects. The arrangement may include group activities, peer assessments and face to face meetings with tutors.

Feedback from Teaching staff

Feedback

Many international students struggle with academic writing

Recommendation

Pay more attention to improve the academic writing during the tutorial sessions. Also, Academic Learning Center and CQU Library will be invited to extend their support and offer more workshops in academic writing during each term.

Unit Learning Outcomes

On successful completion of this unit, you will be able to:

1. Apply project management processes, tools and techniques in articulating, designing and planning for the execution of a research project
2. Develop and employ ethical practices that consider social, cultural and legal responsibilities of researchers
3. Conduct a literature search to identify a problem that warrants research within the project management context
4. Select appropriate research approaches, methods and skills for solving the research problem
5. Prepare a research proposal with necessary components that describe an organised, coherent and convincing statement of the research intent, significance and strategies to conduct the research.

Textbooks and Resources

Textbooks

There are no required textbooks.

IT Resources

You will need access to the following IT resources:

- CQUniversity Student Email
- Internet
- Unit Website (Moodle)
- CQ university Library resources for research

Referencing Style

All submissions for this unit must use the referencing style: [Harvard \(author-date\)](#)
For further information, see the Assessment Tasks.

Teaching Contacts

Samer Skaik Unit Coordinator
s.skaik@cqu.edu.au

Schedule

Week 1: Selecting a research topic - 05 Mar 2018

Module/Topic	Chapter	Events and Submissions/Topic
Lecture: Unit and assessment overview and tips to help with the selection of research topic	Review the online resources within the relevant section of this week in Moodle site.	Tutorial: Ice-breaking activity, negotiation of ground rules and class activities. Activity on how to select an initial research topic.

Week 2: Project Management in Research - 12 Mar 2018

Module/Topic	Chapter	Events and Submissions/Topic
Lecture: Research Project Management	Review the online resources within the relevant section of this week in Moodle site.	Tutorial: How to search for scholarly resources relevant to the initial topic?

Week 3: Farming a research question - 19 Mar 2018

Module/Topic	Chapter	Events and Submissions/Topic
Lecture: Framing a research question and objectives	Review the online resources within the relevant section of this week in Moodle site.	Tutorial: How to analyse a scholarly paper?

Week 4: Approaching literature review - 26 Mar 2018

Module/Topic	Chapter	Events and Submissions/Topic
Lecture: Approaching literature review	Review the online resources within the relevant section of this week in Moodle site.	Tutorial: How to identify a research gap and frame research questions?

Week 5: Evaluating and presenting literature - 02 Apr 2018

Module/Topic	Chapter	Events and Submissions/Topic
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Lecture: Evaluating and presenting literature

Review the online resources within the relevant section of this week in Moodle site.

Tutorial: Bring the draft of your assignment and get it reviewed by your peers or tutor.

Milestone: Assignment 1 is due (Critical review report)

Critical Review Report Due: Week 5 Friday (6 Apr 2018) 11:59 pm AEST

Vacation Week: Enjoy your break - 09 Apr 2018

Module/Topic	Chapter	Events and Submissions/Topic
Enjoy your well deserved break! It is also an opportunity to catch up with your study and go through online resources that you have not yet read. This may help you come back on track and start afresh.		

Week 6: Understanding Research Design - 16 Apr 2018

Module/Topic	Chapter	Events and Submissions/Topic
Lecture: Understanding Research Design	Review the online resources within the relevant section of this week in Moodle site.	Tutorial: ALC workshop on writing literature review

Week 7: Deciding a research method - 23 Apr 2018

Module/Topic	Chapter	Events and Submissions/Topic
Lecture: Deciding a research method and procedures to collect primary data	Review the online resources within the relevant section of this week in Moodle site.	Tutorial: A quiz competition about research methods

Week 8: Developing a research proposal - Part (1) - 30 Apr 2018

Module/Topic	Chapter	Events and Submissions/Topic
Lecture: Developing a research proposal - Part (1)	Review the online resources within the relevant section of this week in Moodle site.	Tutorial: Define scope and activities for executing the research project

Week 9: Developing a research proposal - Part (2) - 07 May 2018

Module/Topic	Chapter	Events and Submissions/Topic
Lecture: Developing a research proposal - Part (2)	Review the online resources within the relevant section of this week in Moodle site.	Tutorial: Analyse stakeholders and risks for your research project

Week 10: Ethics in conducting research - 14 May 2018

Module/Topic	Chapter	Events and Submissions/Topic
Lecture: Ethics in conducting research	Review the online resources within the relevant section of this week in Moodle site.	Tutorial: Explain how student peer review works for assignment 2, part A. Milestone: Submission of Assignment 2 (Part A, 5%) is due (Draft Research Proposal)

Week 11: Guest lecture - 21 May 2018

Module/Topic	Chapter	Events and Submissions/Topic
Lecture: Guest lecture on planning and executing research projects	Review the online resources within the relevant section of this week in Moodle site.	Tutorial: A quiz competition about Ethics in research Milestone: Student Peer Assessment for Assignment 2 (Part A, 5%) is due

Week 12: Executing the research proposal - 28 May 2018

Module/Topic	Chapter	Events and Submissions/Topic
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Lecture: Executing the research proposal

Review the online resources within the relevant section of this week in Moodle site.

Tutorial: Final consultation about assignment 2.

Review/Exam Week - 04 Jun 2018

Module/Topic

Chapter

Events and Submissions/Topic

Milestone: Assignment 2 (Part B, 70%) is due (Final research proposal)

Research Proposal Due:
Review/Exam Week Monday (4 June 2018) 5:00 pm AEST

Exam Week - 11 Jun 2018

Module/Topic

Chapter

Events and Submissions/Topic

Term Specific Information

This unit is extremely important even if you do not have the intention to continue with the execution of the research proposal in the final term. The unit is a great opportunity to develop proposals and practice project management and apply the knowledge and skills you learnt in previous units in a practical context. You will learn how to conduct proper research and how to be effective in critical thinking, problem solving and effective planning which are key competencies of project managers.

Assessment Tasks

1 Critical Review Report

Assessment Type

Critical Review

Task Description

ASSIGNMENT TASK

Assignment 1 comprises three main components: 1) a review of four scholarly articles relating to a project management field of your choice; 2) a critical evaluation of the four sources and 3) formulating a proposed research topic in response to identified gaps in the reviewed resources. This assignment aims to help you to gain the necessary knowledge in a specific area and decide a suitable research topic relevant to your domain and aligned with your own interest, passion and career goals. The assignment will help you understand how to conduct preliminary search for specific and credible literature on a certain topic and how to review the resources in order to generate and refine your research ideas and identify a gap in literature that warrants research.

The first component of the assignment requires you to select a project management field that you are interested to research about (i.e. leadership). You may also be interested in an initial topic within that field (i.e. Impact of PM leadership on project team loyalty). The more focused is your initial topic, the easier it is for you to find resources and produce worthwhile critical review report. Should you have no preference about a particular topic, you may select one of the fields addressed in the PMI Talent Triangle under three areas of focus. This Triangle represents the ideal skill set for competent project managers which is a combination of technical, leadership and strategic and business & management expertise. You are encouraged to select topics from the following popular areas of research:

- Project management education.
- Innovative project management
- Ethical and legal compliance

- Conflict and dispute resolution.
- Lean project management.
- Leadership competences

You are encouraged to start each review on a new page. The total length of each review should be no longer than one page. Your review of each article should cover the following itemized components:

- Purpose: Identify the research aim, questions or hypotheses of the paper
- Method: Summarize the research design or method used in the paper
- Key concepts: Identify the key arguments (NOT facts) raised in the paper.
- Findings: Summarize the main outcomes of the paper
- Significance/Implications: Explain the practical outcomes or impacts that paper makes.
- Limitation: Identify the opportunities for further research.
- Reflection: Summarize your personal reflection about the reliability of the research method(s) adopted in the paper.

The second component of the assignment includes a critical evaluation of the four articles. The critical evaluation should comprise an analysis of the major relationships including similarities and differences, trends, themes or patterns in the four papers. You are encouraged to present your analysis by using a table or matrix.

You must source their articles from credible peer review journals. A non-executive list of credible PM journals is provided below where the CQU library has full subscription. If you struggle to access any of those journals or to find resources on your chosen topic, you are encouraged to visit the [Research skills Moodle site](#), [library guide](#) and/or liaise with a librarian to help you with that.

1. International journal of project management
2. Project Management journal.
3. Construction Engineering and Economics.
4. Construction management and economics.
5. International journal of construction management.
6. Journal of construction engineering and management.

The third component of the assignment is the formulation of your research topic in light of the research gaps identified in your review. You should propose a research topic. A good research topic should not exceed 15 words. You will get feedback whether or not the topic is appropriate for adoption in your research proposal (Assignment 2). As an example of a good topic, you may articulate a focused topic after your critical review of resources relating to project leadership as follows:

The impact of effective project manager's soft skills on the project team loyalty in large construction projects in India, OR;

The success factors of project leadership to maintain the loyalty of project team in Victoria.

Instructions for submission:

1. Your submission must take the form of an academic report (including cover sheet, executive summary, body, conclusion and references)
2. Each review should be conducted in a separate page using the full reference as a title of that page
3. Use the sub-headings for review as per the assignment requirements
4. Submit your assignment in WORD format (DOC or DOCx)

5. Zip the four resources used for the review and upload them as one file along with your assignment

Assessment Due Date

Week 5 Friday (6 Apr 2018) 11:59 pm AEST

Return Date to Students

Week 6 Friday (20 Apr 2018)

Weighting

20%

Assessment Criteria**Assessment Criteria:**

The assignment report will be generally assessed on the quality of the work presented, the extent and coverage of the key aspects and understanding of the issues involved. More specifically, your assignment will be assessed on the extent and quality to which it meets each of the following criteria.

- Selection of credible sources relevant to one topic (10%)
- Complete and well formulated review of the resources in response to the assessment task (40%)
- Demonstration of critical engagement in analysing the literature and identifying patterns and themes (25%)
- Selection of a focused research topic to address identified gaps (15%)
- Clarity of expression, language, format and presentation of the report (10%)

Referencing Style

- [Harvard \(author-date\)](#)

Submission

Online

Learning Outcomes Assessed

- Apply project management processes, tools and techniques in articulating, designing and planning for the execution of a research project
- Develop and employ ethical practices that consider social, cultural and legal responsibilities of researchers
- Conduct a literature search to identify a problem that warrants research within the project management context

Graduate Attributes

- Knowledge
- Communication
- Cognitive, technical and creative skills
- Research
- Self-management
- Ethical and Professional Responsibility
- Leadership

2 Research Proposal

Assessment Type

Research Proposal

Task Description**ASSIGNMENT TASK****Overview:**

This assignment is deliberately devised to help you produce a well-structured and integrated research proposal. The assignment consists of two parts: (Part A) Draft Research Proposal and

(Part B) Final Research Proposal. Both Parts A and B weigh 10% and 70% respectively. The total weight for this assignment (Part A and Part B) is 80% of the total mark for the unit. This is an individual assignment and you must adhere to the chosen topic in assignment 1 and consider any feedback given on their chosen topic. The ultimate goal is to develop a detailed research proposal of academic standards which includes the following components:

1. **Title:** Develop a concise title that indicates the overall purpose of your study (15 words).
2. **Abstract:** Summarize the major elements of your proposal (200 words)
3. **The rationale for the study:** (800 words) Provide a research background and explain a suitable gap in project management literature that warrants research.
4. **Significance:** (200 words) Explain the significance and possible implication of outcomes emerging from the proposed research.
5. **Research question(s) and objectives:** Define the problem in the form of a research question and objectives.
6. **Research Design:** (200 words) Select and justify a research design or methodological approach to solve the problem (i.e. qualitative, quantitative, mixed method).
7. **Data collection:** (800 words) Select and justify the data collection method, procedures, sampling plan, samples of the survey questions, Ethics protocols, etc.
8. **Preliminary literature review:** (up to 2000 words) Conduct a preliminary literature review to critically review the most relevant arguments by other scholars relating to the chosen topic (minimum 10 scholarly refereed papers). You are expected to use your critical review report (Assignment 1) as a start point to complete this section.
9. **Research Project Management:** Provide the following project management plans and/or documentation:
 - Project deliverables and exclusions or limitations.
 - Work breakdown structure (WBS) of the deliverables of your research project (up to four levels).
 - Project schedule using Ms Excel for project execution including project milestones, durations and logical relationships of the activities. (The schedule should include a minimum of 15 activities)
 - Allocated research hours, resources and budget for conducting each activity.
 - Risk register including analysis and response strategy (a minimum of 10 risks)
 - Stakeholder analysis. (a minimum of 5 stakeholders)
 - Data management explaining how you will manage research data.

Part A: Peer Review of draft research proposal (10%)

Purpose

Student peer review is a process whereby students review the draft assignments of each other with an aim to improving it before submitting for formal assessment. It is widely recognised as an effective component of learning to promote active student learning and increase opportunity for success. The student peer review supports the development of critical thinking, interpersonal and other skills, as well as enhancing understanding of the assessment requirements and marking criteria. Through the peer review process, students will see the strengths of their classmates' submissions and have a better understanding about how to do a good job. The comments from their peers will point out the weakness of their work, which is generally difficult to find out by themselves.

Task

The draft proposal should substantially include all components of the research proposal and

the submission should not have any mention of your name or identity. The submission will then be randomly and anonymously assigned to two other students for peer review and grading. This means that each student will review and provide grades and constructive comments/feedback for two draft proposals. In addition, each student must self-assess his/her submission and provide a mark. Students must assess the submissions in accordance with the assessment criteria.

Grading for this part of the assignment covers 1) the students' own submission and 2) their self-assessment and assessment of other students' submissions. The first grade amounting to 50% of the available marks reflects the average score that you have achieved for your submission as collectively marked by other students. The second mark amounting to the other 50% reflects the quality of your assessment for other students and your ability to spot issues in the submissions. The quality of your assessment is measured automatically by comparing your assessment with the best assessment provided for the submission. Students who fail to submit the draft research proposal before the deadline can still assess other students and receive a mark for the assessment part but will receive zero marks against the submission part. Further details about the peer review benefits and process are available in Moodle site and will be explained to students during lectures/tutorials.

You will be required to submit your draft research proposal by end of week 10. Peer review assessment must be completed by the end of week 11.

Instructions for draft submission:

1. Your draft submission must take the form of an academic research proposal (including cover sheet, body, and references)
2. Delete any mention of your name or identity in the document.
3. For assessment, give a mark and constructive comments to other students based on the assessment criteria.

Part B: Final research proposal (70%)

This assignment will be due in week 13. You should learn from your participation in the peer review and gain ideas for improvement. You are expected to consider the peer review outcome and amend/improve your research proposal accordingly. You will have a reasonable time to finalize your proposal and submit for final assessment. This document is basically your research project plan and you should think of it as a document that should be detailed enough so anyone else can use your plan to execute the project. Make sure that you are well familiar with the assignment requirements and assessment rubric and note that you must achieve 50% in Part B of this assignment in order to pass this unit.

Instructions for final submission:

1. Your final submission must take the form of an academic research proposal (including cover sheet, body, and references)
2. Submit your assignment in WORD format (DOC or DOCx)
3. Include your name, student number and campus on the cover sheet
4. State the word counts in the cover sheet.

Assessment Due Date

Review/Exam Week Monday (4 June 2018) 5:00 pm AEST

Return Date to Students

Provisional results will be made available after two weeks from submission.

Weighting

80%

Minimum mark or grade

50%

Assessment Criteria

HD	D	C	P	F
<p>Rationale and significance (20%) Project is original in its approach and will contribute to project management development. Significance emerges logically from construction of argument in addition to being clearly articulated.</p>	<p>Project is justified and will consolidate understanding in project management. Significance emerges from construction of argument in addition to being articulated.</p>	<p>Project is relevant and will consolidate student's understanding of project management. Significance does not emerge easily in argument but it is evident in addition to being outlined.</p>	<p>Project replicates well established understanding in project management. Significance is stated but does not emerge from argument.</p>	<p>Project is too simplistic or disorganised to offer any significance.</p>
<p>Research questions & objectives (10%) Original and highly relevant research questions/hypothesis are clearly articulated. The specified RQs are well align with the project focus. Objectives are concisely elaborated and aligned with RQs.</p>	<p>Clearly relevant research questions/hypothesis are determined. Objectives are well formulated.</p>	<p>Relevant research questions/ hypothesis outlined, but could be tighter in their focus. Objectives are identified and mostly relevant to project.</p>	<p>Research questions/ hypothesis outlined but lacking in clarity, relevance to project focus. Objectives are described in broad terms only.</p>	<p>Research questions/ hypothesis are missing, unclear or so poorly written and irrelevant to project. Objectives are missing or poorly articulated.</p>
<p>Research Approach and methods (20%) Research approach and data collection method are exceptionally articulated, justified and detailed.</p>	<p>Research approach and data collection method are well argued, justified and detailed.</p>	<p>Research approach and data collection method are explained and appropriate for the project.</p>	<p>Research approach and data collection method are broadly outlined, but details are not always clear.</p>	<p>Research approach and data collection method are either not appropriate for the project or are poorly articulated suggesting deficits in understanding.</p>
<p>Preliminary literature review (20%) Creative and highly organised literature review that outlines the context for the research project. Critical appraisal of the key previous research relevant to the study clearly evident throughout.</p>	<p>Well-argued and logical literature review that provides a good overview of the background and context for the research project. Evaluation of key previous research quite evident throughout.</p>	<p>Good range of literature examined throughout presentation that is mostly relevant to the project's background and context. Key studies contrasted but little evidence of evaluation.</p>	<p>Points are supported with relevant literature, but scope of literature review is limited, as is background and context for project. Some key studies not referred to at all or only inferred.</p>	<p>The quality of the literature referred to is questionable or not relevant to the project's background or context. Few key studies referred to.</p>

Project management documentation (20%)

Highly Robust, detailed and practical PM documentation with well thought off content reflecting outstanding understanding of project management practices.

The PM documentation is nicely structured and detailed with excellent consideration of the project issues.

The PM documentation is included with sufficient detail

The PM documentation is broadly outlined, but details are not clear or accurate enough.

The PM documentation is either not appropriate for the project or is poorly detailed with illogical content suggesting deficits in understanding of the scope and issues relating to next stage of research.

Presentation, structure and referencing (10%)

The proposal is logical in its construction with no spelling, punctuation or grammatical errors. It includes all necessary and applicable sections. In-text and reference list consistently adhere to a single Author-date system throughout.

The proposal is mostly logical in its construction with 1 or 2 consistent spelling, punctuation or grammatical errors. In-text and reference list adhere to a single Author-date system with 1 or 2 errors.

The proposal is relatively easy to follow with 3 or 4 consistent spelling, punctuation or grammatical errors. In-text and reference list adhere to a single Author-date system with 3 or 4 errors.

The proposal has all components, but is not logical in its construction or has a numerous inconsistent spelling, punctuation or grammatical errors. In-text and reference list adhere to a single Author-date system with 5 or 6 errors.

Aspects of the proposal are missing or so poorly written due to numerous spelling, punctuation or grammatical errors so meaning is unclear. In-text and reference list do not adhere to the same Author-date system or there are more than 7 errors.

Referencing Style

- [Harvard \(author-date\)](#)

Submission

Online

Learning Outcomes Assessed

- Apply project management processes, tools and techniques in articulating, designing and planning for the execution of a research project
- Develop and employ ethical practices that consider social, cultural and legal responsibilities of researchers
- Conduct a literature search to identify a problem that warrants research within the project management context
- Select appropriate research approaches, methods and skills for solving the research problem
- Prepare a research proposal with necessary components that describe an organised, coherent and convincing statement of the research intent, significance and strategies to conduct the research.

Graduate Attributes

- Knowledge
- Communication
- Cognitive, technical and creative skills
- Research
- Self-management
- Ethical and Professional Responsibility
- Leadership

Academic Integrity Statement

As a CQUniversity student you are expected to act honestly in all aspects of your academic work.

Any assessable work undertaken or submitted for review or assessment must be your own work. Assessable work is any type of work you do to meet the assessment requirements in the unit, including draft work submitted for review and feedback and final work to be assessed.

When you use the ideas, words or data of others in your assessment, you must thoroughly and clearly acknowledge the source of this information by using the correct referencing style for your unit. Using others' work without proper acknowledgement may be considered a form of intellectual dishonesty.

Participating honestly, respectfully, responsibly, and fairly in your university study ensures the CQUniversity qualification you earn will be valued as a true indication of your individual academic achievement and will continue to receive the respect and recognition it deserves.

As a student, you are responsible for reading and following CQUniversity's policies, including the [Student Academic Integrity Policy and Procedure](#). This policy sets out CQUniversity's expectations of you to act with integrity, examples of academic integrity breaches to avoid, the processes used to address alleged breaches of academic integrity, and potential penalties.

What is a breach of academic integrity?

A breach of academic integrity includes but is not limited to plagiarism, self-plagiarism, collusion, cheating, contract cheating, and academic misconduct. The Student Academic Integrity Policy and Procedure defines what these terms mean and gives examples.

Why is academic integrity important?

A breach of academic integrity may result in one or more penalties, including suspension or even expulsion from the University. It can also have negative implications for student visas and future enrolment at CQUniversity or elsewhere. Students who engage in contract cheating also risk being blackmailed by contract cheating services.

Where can I get assistance?

For academic advice and guidance, the [Academic Learning Centre \(ALC\)](#) can support you in becoming confident in completing assessments with integrity and of high standard.

What can you do to act with integrity?



Be Honest

If your assessment task is done by someone else, it would be dishonest of you to claim it as your own



Seek Help

If you are not sure about how to cite or reference in essays, reports etc, then seek help from your lecturer, the library or the Academic Learning Centre (ALC)



Produce Original Work

Originality comes from your ability to read widely, think critically, and apply your gained knowledge to address a question or problem