



PPMP20016 Research Project 2

Term 1 - 2019

Profile information current as at 19/04/2024 12:01 pm

All details in this unit profile for PPMP20016 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 is the second and final stage of your final year research project which builds upon the successful completion of Research Project 1 (PPMP20019). In this unit, you will complete the investigative study that you have undertaken in 'Research Project 1'. You will collect, analyse secondary or primary data and discuss the findings of your study. Then, you will draw conclusions and report the research findings via a rigorous scholarly paper as well as an oral presentation. You will also be required to apply your project management competencies throughout the execution and closing phases of your research project.

Details

Career Level: *Postgraduate*

Unit Level: *Level 9*

Credit Points: *12*

Student Contribution Band: *10*

Fraction of Full-Time Student Load: *0.25*

Pre-requisites or Co-requisites

Prerequisite: PPMP20019 Research Project 1

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 - 2019

- Brisbane
- Melbourne
- Online
- 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 12-credit Postgraduate unit at CQUniversity requires an overall time commitment of an average of 25 hours of study per week, making a total of 300 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. **Research Assignment**

Weighting: 80%

2. **Presentation**

Weighting: 20%

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 Emails

Feedback

The support and guidance from the supervisor made the research journey more interesting and manageable.

Recommendation

Continue with current teaching and learning practices.

Feedback from Student Evaluations in Moodle

Feedback

More support on statistical analysis is needed.

Recommendation

Moodle resources should be updated to provide further materials on applicable statistical tools that are appropriate for PG students.

Feedback from Teaching team

Feedback

The actual student intake is below the expected target (e.g. 10-15 students).

Recommendation

High achieving students should be encouraged to select the research stream. Approaches may include a webinar by the unit coordinator upon the end of the term to stimulate interest from prospective students.

Unit Learning Outcomes

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

1. Apply project management processes, tools and techniques in executing the research project
2. Use appropriate tools and techniques in undertaking a research inquiry, and collecting and analysing data
3. Interpret results and draw conclusions that address the research question and objectives being investigated
4. Apply ethical practices in collecting research data, analysing results and reporting research findings
5. Communicate and orally present a well constructed scholarly paper of a publication standard.

Alignment of Learning Outcomes, Assessment and Graduate Attributes

 N/A Level	 Introductory Level	 Intermediate Level	 Graduate Level	 Professional Level	 Advanced Level
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Alignment of Assessment Tasks to Learning Outcomes

Assessment Tasks	Learning Outcomes				
	1	2	3	4	5
1 - Research Assignment - 80%	•	•	•	•	•
2 - Presentation - 20%	•		•	•	•

Alignment of Graduate Attributes to Learning Outcomes

Graduate Attributes	Learning Outcomes				
	1	2	3	4	5
1 - Knowledge		○	○	○	○
2 - Communication		○	○		○
3 - Cognitive, technical and creative skills	○	○	○	○	○
4 - Research	○	○		○	○
5 - Self-management	○	○	○		○
6 - Ethical and Professional Responsibility	○	○	○	○	
7 - Leadership	○	○			○
8 - Aboriginal and Torres Strait Islander Cultures					

Alignment of Assessment Tasks to Graduate Attributes

Assessment Tasks	Graduate Attributes							
	1	2	3	4	5	6	7	8
1 - Research Assignment - 80%	○	○	○	○	○	○	○	
2 - Presentation - 20%	○	○	○		○	○		

Textbooks and Resources

Textbooks

There are no required textbooks.

Additional Textbook Information

No

IT Resources

You will need access to the following IT resources:

- CQUniversity Student Email
- Internet
- Unit Website (Moodle)
- Endnote (available through Library - see Moodle link)
- computer lab

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: Kick off execution phase of the project - 11 Mar 2019

Module/Topic	Chapter	Events and Submissions/Topic
1. Discuss PPMP20015 proposal with your Supervisor to agree on the way forward.	Read the unit profile, assessment tasks and familiarise yourself with the Moodle site. Review the online resources within the relevant section of this week.	Kick off meeting with the Supervisor (Compulsory)

Week 2: Finalise execution plan - 18 Mar 2019

Module/Topic	Chapter	Events and Submissions/Topic
1. Refine proposal as discussed with your supervisor 2. Develop baseline schedule including all milestones and key activities of the execution and closing phases of research project. 3. Conduct focused literature review. 4. Update research questions or hypothesis if necessary.	Review the online resources within the relevant section of this week in Moodle site.	Milestone: 1. Submit refined research proposal for review 2. Submit baseline schedule of execution and closing phases for approval

Week 3 & 4: Develop instrumentation - 25 Mar 2019

Module/Topic	Chapter	Events and Submissions/Topic
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1. Continue with the focused literature review.
2. Finalise the data collection instrument
3. Prepare necessary documentation for Ethics clearance (if applicable).

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

Progress meeting with the Supervisor (Week 3) (**Compulsory**)

Milestone:

1. Submit data collection instrument for review.
2. Submit Ethics application for review. (if applicable)

Week 5: Complete critical literature review - 08 Apr 2019

Module/Topic

Chapter

Events and Submissions/Topic

1. Finalise critical literature review section
2. Finalise the sampling plan and identify potential participants (if applicable)
3. Proceed with pilot study (if applicable)
4. Update/refine data collection instrument (if applicable).

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

Progress meeting with the Supervisor (**Compulsory**)

Milestone: Complete literature literature review section

Vacation Week: Love yourself! - 15 Apr 2019

Module/Topic

Chapter

Events and Submissions/Topic

You have done a good progress and you would need a well deserved break. Love yourself and enjoy every moment in your break.

Week 6 & 7: Collect data - 22 Apr 2019

Module/Topic

Chapter

Events and Submissions/Topic

1. Proceed with data collection in accordance with the approved Ethics protocol.
2. Write the methodology section.

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

Progress meeting with the Supervisor (Week 6)

Milestone:

1. Methodology section complete.

Week 8 & 9: Analyse and interpret data - 06 May 2019

Module/Topic

Chapter

Events and Submissions/Topic

1. Analyse and interpret collected data.
2. Write results section.
3. Complete analysis section.

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

Progress meeting with the Supervisor (Week 8) (**Compulsory**)

Milestone:

1. Results section complete.
2. Analysis section complete.

Week 10: Report findings - 20 May 2019

Module/Topic

Chapter

Events and Submissions/Topic

1. Discuss findings and make links between objectives, findings and literature.
2. Complete the conclusion section which summarises major findings, limitations, implications and directions for future research.
3. Identify any gap where extra work or reading is necessary.
4. Finalise the research report

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

Progress meeting with the Supervisor (**Compulsory**)

Research Report Due

Week 11: Develop your publication - 27 May 2019

Module/Topic

Chapter

Events and Submissions/Topic

1. Develop your draft publication paper emerging from the report.
2. Consider the feedback received on your report.

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

Oral Presentation Due: Week 11 Thursday (30 May 2019) 12:00 pm AEST

Week 12: Disseminate your research - 03 Jun 2019

Module/Topic

Chapter

Events and Submissions/Topic

1. Present project findings via an oral presentation in the PM Research Seminar.
2. Consider the feedback received on the research report and oral presentations in improving your research paper.
3. Improve the language and formatting of paper.
4. Go through the given checklist and ensure you tick all boxes before submission

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

Closing meeting with the Supervisor
(Compulsory)
Milestones:

Term Specific Information

In order to take Research Project 2 (PPMP20016) in T1, 2019, the Handbook states that you should have completed Research Project 1 (PPMP20019). However, as part of the transition plan of the new course structure, you will be eligible to enrol directly in "Research Project 2 (PPMP20016)" if, by end of T3 2018, you have successfully completed 72 credit point units with a minimum overall GPA of 5.75 and achieved 'Distinction' in Research in Project Management unit (PPMP20015). If you have completed less than 72 credit points by end of T3, 2018, you will be required to enrol in Research Project 1 (PPMP20019) before you are allowed to take PPMP20016.

Assessment Tasks

1 Research Paper

Assessment Type

Research Assignment

Task Description

Overview:

This assignment requires you to work **independently** and execute the research proposal developed in PPMP20015 as refined following your supervisor's requirements. Your work will be overseen by a supervisor who is an academic member of staff. You will work with the supervisor for the duration of the research project. The onus is on you to make contact with the supervisor and to arrange and adhere to a programme of regular meetings thereafter. The supervisor is not obliged to chase you in order to check on your work progress. The supervisor should advise on the structure and suitability of the paper, guide you through the entire process and warn you if the work is not thought to be of a satisfactory standard. You should maintain contact with your supervisor throughout the preparation of your paper. A common pitfall is to go long periods of time without making any contact with the supervisor. You must attend the six compulsory meetings with your supervisor as scheduled in the unit profile. You must also apply project management competencies in completing the execution and closing phases of your research project.

The task

Your task is to conduct to collect and analyse primary and/or secondary data then disseminate your research via a scholarly paper format. The task requires you to demonstrate that you can conduct a piece of rigorous research in your chosen field and involves critical thinking and reasoning. The task also requires you to apply project management competencies throughout the project lifecycle. You are expected to demonstrate a high level of project management and leadership competencies in this unit by meeting the given milestones, effectively tracking and updating your work progress and mitigating risks or delays. Your supervisor will keep a regular diary of your activities for comparison with your closing report for validation and assessment purposes. This assignment consists of three main deliverables or parts per the following table:

Assessment item	Weight
Part 1A: Research Report (week 10)	50%
Part 1B: Project Closing Report (week 12)	10%
Part 1C: Conference Paper (week 13)	20%

Part 1A: Research Report

This part requires you to submit your research report by the end of week 10. The sections/components of the research report should appear in the following order. A research report template with clear guidelines on how to write each

section is available in Moodle for your use.

- Cover page
- Abstract
- Introduction
- Rationale including research questions.
- Literature review
- Research Methodology
- Results
- Analysis
- Discussion
- Conclusion, implications and limitations
- References
- Appendices (Ethics application, data collection instrument, figures, tables, research data, raw data, supplementary information, etc.)

For guidance, the research paper should be 10,000 to 12,000 words in length including references but excluding appendices. Moodle site includes useful resources to help you complete your report. More details of the research report formatting and submission checklist are provided in Moodle site.

Part 1B: Project Closing Report

As a project manager of the research project, you must track your progress by submitting fortnightly records including supervisory meeting records and updated project schedule to your supervisor. Towards the end of the project, around the end of week 12, you will submit all the accumulated documents in one zip file for assessment. Mainly, you must provide the following records:

1. Final ethics report following Ethics Office requirements (if applicable).
2. Supervisory meeting records (a minimum of four records)
3. Fortnightly updated baseline schedule showing actual dates, planned dates and actual variance. (a minimum of four progress reports)
4. Reflective statement (200-300 words): summarising your experiences, feelings, reactions towards practising research project management in completing your paper and approaches to deal with incurred risks or delays and what resources or feedback you found to be helpful or unhelpful in managing your research project.

Part 1C: Conference Paper

This is the final part of your submissions in this unit which is due in week 13. The part requires you to develop a conference paper to disseminate the findings of your research. You will build upon the research report to prepare a succinct, concise and focused conference paper of publication standards. You must provide a compliance statement by listing all feedback and comments on your research report and your response as to how you complied with the given feedback/comment in developing the conference paper. The conference paper should be 12 pages long excluding compliance statement and references and must appear in the following order. Exemplars will be provided in Moodle for guidance. Make sure you reformat your graphs and/or tables to fit within the space limits.

- Abstract
- Background including aim and research questions.
- Literature review
- Research Method
- Results and Analysis
- Discussion
- Conclusion, limitations and further research
- References
- Compliance statement

Assessment Due Date

Review/Exam Week Friday (14 June 2019) 11:59 pm AEST

Return Date to Students

Exam Week Friday (21 June 2019)

Weighting

80%

Minimum mark or grade

50%

Assessment Criteria

Part 1A: Research Report

Grade Criteria

HD	As in the D category, but in addition, displaying a very high ability to comprehend the subject matter within the wider context and demonstrating considerable originality. The highest level of structure and presentation.
D	An extremely thorough, distinction level piece of research. Thorough understanding of the subject and issues. Demonstrates a high degree of critical appraisal analysis, clarity to formulate/construct hypotheses and excellent understanding and application of research methods. Conclusions are well supported by the content. Very well structured and presented.
C	A good understanding of the subject and issues. Demonstrates a clear ability to ask the right questions and formulate/construct hypotheses to address the issues. Good understanding and application of research methods. Critical appraisal is demonstrated and conclusions and recommendations are supported. Fairly structured and presented paper over and above the basic standard. One or two requirements have not been met.
P	A reasonable understanding of the subject and issues, which asks questions and addresses potential answers, supported by a reasonable degree of analysis and critique. Acceptable consideration of research methods. Conclusions are reasonably formed and recommendations are generally supported by the work undertaken. Basic structure and presentation of the paper. three or more requirements were not met.
F	Does not meet academic standards for a scholarly paper. A basic piece of work which demonstrates limited knowledge/effort and understanding, supported by only little analysis and minimal review. Poor or non-existent consideration of research methods. Inadequate discussion with very poorly or unsupported conclusions. Poorly structured and presented paper. The submission is incomplete with many missing information.

Part 1B: Project closing report

Grade Criteria

HD	As in the D category, but in addition, displaying the highest level of effective project management throughout the project lifecycle by taking the lead in identifying risks and taking effective corrective measures to keep the project on track.
D	Excellent demonstration of project management skills throughout the project lifecycle which is evident via meeting all the given milestones, attending supervisory progress meetings, taking timely actions, mitigating risks, monitoring progress and updating project documentation.
C	Good project management skills throughout the project lifecycle with some slippage in meeting deadlines, missing some supervisory progress meeting, fair dealing with risks and keeping some of the project records.
P	Reasonable project management skills throughout the project lifecycle with many delayed milestones, lack of engagement with the supervisor, failure to meet key milestones such as ethics clearance, limited ability to deal with project risks and inconsistent tracking of project records.
F	Poor project management skills evidenced by failure to meet most of the milestones, lack of engagement with the supervisor and superficial reporting and monitoring.

Part 1C: Conference Paper

The conference paper will be assessed using the following criteria:

1. The paper is well structured, presented and formatted 20%
2. The compliance statement is satisfactory and all comments are incorporated 20%
3. Quality of presenting results, analysis and discussion 20%
4. Quality of writing, punctuation, grammar & spelling 20%
5. Quality of conclusion and identification of limitations 20%

Referencing Style

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

Submission

Online

Submission Instructions

Submit your work in Word Format only.

Learning Outcomes Assessed

- Apply project management processes, tools and techniques in executing the research project
- Use appropriate tools and techniques in undertaking a research inquiry, and collecting and analysing data
- Interpret results and draw conclusions that address the research question and objectives being investigated
- Communicate and orally present a well constructed scholarly paper of a publication standard.

Graduate Attributes

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

2 Oral Presentation

Assessment Type

Presentation

Task Description

Task

This assignment requires you to give an oral presentation of your research report at a seminar attended by teaching staff, students and a panel of two examiners. The seminar will be conducted in week 11 via ZOOM following the submission of your research report. You must cover the key sections of the report in your presentation slides. All students enrolled in this unit must attend the oral presentations on the day from start to finish to maximise their learning and knowledge in different research topics relating to project management as presented by other students.

Specifications

Each presentation will have 30 minutes time allocation. 20 minutes will be the student presentation, 10 minutes Q&A and 5 minutes swapping time. Exceeding the time limits for presentation will encounter mark deductions, therefore, you are encouraged to have adequate rehearsal in advance. The proposed flow of the slides is suggested to be as follows:

- Rationale
- Research questions
- Key arguments/concepts from the literature review
- Research gap/problem statement
- Research design and method
- Results and analysis
- Discussion
- Conclusion and limitations
- Reference list

Assessment Due Date

Week 11 Thursday (30 May 2019) 12:00 pm AEST

Oral presentations

Return Date to Students

Week 12 Wednesday (5 June 2019)

Weighting

20%

Assessment Criteria

Assessment Criteria	Weight
Technical Content <ul style="list-style-type: none">• Excellent Knowledge and understanding of the presentation topic and relevant issues• Soundness and rigorousness of the selected methodology and analysis• Obtained results are credible, focused and fully aligned with the research question and objectives.	40%
Delivery of presentation <ul style="list-style-type: none">• Delivery of presentation is confident and clear• The material is well organized• Logical ordering of the content of the presentation• Appropriate style of communication for the academic audience• Ability to construct and present an argument• Integration of evidence and argument• Ability to engage audience interest to a good level• Ability to accept criticism• Time management• Use of visual aids	40%
Handling of Questions and Discussion <ul style="list-style-type: none">• Ability to interpret and answer questions in a way that provides additional insights into the presentation topic• Originality and sharpness of thinking in answering questions• Ability to stimulate discussion	20%

Referencing Style

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

Submission

Online

Submission Instructions

Presentation slides must be submitted in power point format.

Learning Outcomes Assessed

- Apply project management processes, tools and techniques in executing the research project
- Interpret results and draw conclusions that address the research question and objectives being investigated
- Communicate and orally present a well constructed scholarly paper of a publication standard.

Graduate Attributes

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

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