PPMP20019 *Research Project 1*
Term 1 - 2020

All details in this unit profile for PPMP20019 have been officially approved by CQUniversity 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 builds upon the pre-requisite unit, Research in Project Management (PPMP20015). It will enable you to refine your research proposal and complete a comprehensive critical review of previous scholarly work relating to your research area. Your research approach, methods and instrumentation of primary data collection will be determined and finalised in this unit. You will also complete the ethics protocols if your intended research involves people or animals. The final stage of this research project will be completed in Research Project 2 (PPMP20016).

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
Pre-requisites: 1) Successful completion of PPMP20015 Research in Project Management with a minimum overall score of 75% (Distinction) in the unit; and 2) an overall GPA of 5.75 by the end of the first year of the course.
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 - 2020
- 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: 100%

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 Students' feedback

Feedback
Assessment design is excellent and Moodle unit website includes all needed resources.

Recommendation
Continue with the current teaching and learning practices.

Unit Learning Outcomes

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

1. Apply project management processes, tools and techniques in managing a research project
2. Perform advanced searches to refine a research proposal and confine the research intent and scope
3. Conduct a critical literature review relevant to the research proposal
4. Determine and justify your chosen research design and methodological approach
5. Develop effective data collection methods and procedures
6. Consider ethical protocols in conducting research and prepare the necessary documentation for approvals.

Alignment of Learning Outcomes, Assessment and Graduate Attributes

Legend: ― N/A Level · Introductory Level ○ Intermediate Level ● Graduate Level ○ Professional Level ○ Advanced Level

Alignment of Assessment Tasks to Learning Outcomes

Assessment Tasks	Learning Outcomes					
	1	2	3	4	5	6
1 - Research Assignment - 100%	●	●	●	●	●	●

Alignment of Graduate Attributes to Learning Outcomes

Graduate Attributes	Learning Outcomes					
	1	2	3	4	5	6
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 - 100%	○	○	○	○	○	○	○	

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)

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
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Schedule

Week 1: Discuss Research Proposal - 09 Mar 2020		
Module/Topic	**Chapter**	**Events and Submissions/Topic**
1. Discuss your research topic/proposal with your supervisor.	Review the online resources within the relevant section in Moodle site.	Kick-off meeting with the Supervisor (Compulsory)

Week 2: Identify relevant scholarly sources - 16 Mar 2020		
Module/Topic	**Chapter**	**Events and Submissions/Topic**
1. Identify recent relevant scholarly sources relating to your research. 2. Start reviewing and developing a summary table of the sources.	Review the online resources within the relevant section in Moodle site.	

Week 3: Summarise the identified sources - 23 Mar 2020		
Module/Topic	**Chapter**	**Events and Submissions/Topic**
1. Review and develop a summary table of the sources.	Review the online resources within the relevant section in Moodle site.	Progress meeting with the supervisor (Compulsory)

Week 4: Synthesise the sources - 30 Mar 2020		
Module/Topic	**Chapter**	**Events and Submissions/Topic**
1. Develop a synthesising matrix via a spreadsheet to summarise patterns & themes emerging from the review.	Review the online resources within the relevant section in Moodle site.	

Week 5: Review literature - 06 Apr 2020		
Module/Topic	**Chapter**	**Events and Submissions/Topic**

Module/Topic	Chapter	Events and Submissions/Topic
1. Draft literature review section guided by the summary table and synthesising matrix. 2. Use Endnote to manage and reference sources.	Review the online resources within the relevant section in Moodle site.	Progress meeting with the Supervisor (Compulsory)

Vacation Week - 13 Apr 2020

Module/Topic	Chapter	Events and Submissions/Topic
Love yourself and enjoy every moment in your break.		

Week 6: Review literature (Cont'd) - 20 Apr 2020

Module/Topic	Chapter	Events and Submissions/Topic
1. Finalise the writing of the literature review section.	Review the online resources within the relevant section in Moodle site.	

Week 7 Articulate the research gap - 27 Apr 2020

Module/Topic	Chapter	Events and Submissions/Topic
1. Identify the research problem and provide evidence of the gap. 2. Update your research questions based on the critical review of the literature. 3. Discuss and finalise the direction of your research with your supervisor.	Review the online resources within the relevant section in Moodle site.	Progress meeting with the Supervisor (Compulsory)

Week 8: Develop Detailed Research Design - 04 May 2020

Module/Topic	Chapter	Events and Submissions/Topic
1. Develop and justify your research design.	Review the online resources within the relevant section in Moodle site.	

Week 9: Develop Detailed Research Design (Cont'd) - 11 May 2020

Module/Topic	Chapter	Events and Submissions/Topic
1. Provide detailed steps and instrumentation for data collection. 2. Prepare ethics application (if applicable).	Review the online resources within the relevant section in Moodle site.	Progress meeting with the Supervisor (Compulsory)

Week 10: Develop PM documentation - 18 May 2020

Module/Topic	Chapter	Events and Submissions/Topic
1. Decide research scope, exclusions, assumptions and limitations. 2. Develop risk register, stakeholder analysis and data management plan. 3. Develop a detailed project schedule for the implementation phase. 4. Provide your personal reflection. 5. Compile and format the research plan report including appendices. 6. Proofread the report before submission.	Review the online resources within the relevant section in Moodle site.	**Milestones** Assessment Part A: Research Plan Report **Progress Report** Due: Week 10 Friday (22 May 2020) 11:59 pm AEST

Week 11: Prepare for oral defence - 25 May 2020

Module/Topic	Chapter	Events and Submissions/Topic
1. Develop oral presentation slides. 2. Undertake rehearsal and review of your research report in preparation for the oral defence.		Progress meeting with the Supervisor (Compulsory)

Week 12: Undertake oral defence - 01 Jun 2020

Module/Topic	Chapter	Events and Submissions/Topic

1. Present and defend your research plan	Review the online resources within the relevant section in Moodle site.	**Milestones** Assessment Part B is due: Oral Presentation and Defense

Assessment Tasks

1 Progress Report

Assessment Type
Research Assignment

Task Description
Overview:
This assessment requires you to work independently in planning your research project, however, your work will be overseen by a supervisor who is an academic member of staff. You will work with the supervisor for the entire duration of the research project over the two terms. The onus is upon 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 will advise on the structure and suitability of the work, 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 work. 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.

The task
Your task is to conduct a focused study on previous scholarly work that was carried out on the area within the project management discipline. The task requires you to demonstrate that you can conduct a piece of rigorous literature review in your chosen field and involves critical appraisal and review of key arguments. The task then requires you to update your research questions or hypothesis and finalise your research methodology. During this journey, you are required to apply project management competencies throughout this phase. This assessment consists of two main deliverables or parts as per the following table:

Assessment item Weight:
Part A: Research Plan Report (80%) due by Week 10
Part B: Oral Defence (20%) due by Week 12

ASSESSMENT DETAILS:

Part A: Research Plan Report: (week 10)
This report must take the format of ana academic report including Cover Sheet, Table of Content, Executive summary, Introduction, Key sections, References and Appendices. To guide the development of the key sections, further details will be provided in the Moodle site. The report must not exceed 10,000 words excluding references and appendices.

Part B: Oral Defence (week 12)
This is the final deliverable of your progress report that will be due in week 12. The task requires you to present and defend your project planning. The presentation must essentially provide sufficient details about your research project. Further details about presentation structure will be provided in the Moodle site. Presentations will take place via Zoom only. You will present your intended project to the respective unit coordinator, supervisor and peers. You will have a strict 15 minutes of presentation time plus 10 minutes of Q&A and feedback time (15+10=15 mins).

Assessment Due Date
Week 10 Friday (22 May 2020) 11:59 pm AEST

Return Date to Students

Weighting
100%

Minimum mark or grade
50%

Assessment Criteria
Part A: Research Plan Report
Assessment will be done according to the presentation, accuracy and coverage of the content for each aspect as set out under 'Task' section. Specifically, the following criteria will be used to assess your work:

- Clear analysis, summary and synthesis of identified sources (10%)
- Comprehensive review and appraisal of relevant literature (15%)
- Well-articled and evidenced research gap and need of the research (10%)
- Clear linkage and alignment between the literature, research questions and methodology (10%)
- Sound Analysis and justification of research design (15%)

- Soundness and adequacy of data collection steps and instrumentation (15%).
- Effective and accurate project management documentation as required in the assessment task (15%)
- Sound academic language, formatting, structure, organisation and presentation of the report (10%).

Part B: Oral Defence

Assessment Criteria	Weight
Technical Content • Excellent coverage of the main components as required in the assessment task. • Excellent Knowledge and understanding of the research project and relevant issues • Logical alignment between the research question, morphology and instrumentation. • Soundness and rigorousness of the selected methodology and analysis • The proposed project is viable, achievable, realistic and focused	35%
Delivery of presentation • 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	35%
Handling of Questions and Discussion • 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	30%

Referencing Style

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

Submission
Online

Learning Outcomes Assessed

- Apply project management processes, tools and techniques in managing a research project
- Perform advanced searches to refine a research proposal and confine the research intent and scope
- Conduct a critical literature review relevant to the research proposal
- Determine and justify your chosen research design and methodological approach
- Develop effective data collection methods and procedures
- Consider ethical protocols in conducting research and prepare the necessary documentation for approvals.

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