



PPMP20019 Research Project 1

Term 2 - 2020

Profile information current as at 28/04/2024 09:59 am

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 2 - 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 Have Your Say

Feedback

Some students do not choose the research stream because of a lack of understanding about its nature. Raising awareness about the research stream will encourage students to enrol.

Recommendation

The last week of teaching in PPMP20015 should be dedicated to raising awareness about the research stream. Information sessions may also be needed at the end of each term targeting eligible students. This is anticipated to improve the low enrolment numbers in the research stream.

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

 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	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)
- E-reading List of Research Stream

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: Discuss your Research Proposal - 13 Jul 2020

Module/Topic	Chapter	Events and Submissions/Topic
1. Discuss and refine your completed research proposal with your supervisor.	Reading materials are available in the unit E-reading list and Moodle site.	Kick-off meeting with the Supervisor (Compulsory)

Week 2: Summarise recent literature - 20 Jul 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.	Reading materials are available in the unit E-reading list and Moodle site.	

Week 3: Summarise recent literature (Cont'd) - 27 Jul 2020

Module/Topic	Chapter	Events and Submissions/Topic
1. Review and develop a summary table of the reviewed sources.	Reading materials are available in the unit E-reading list and Moodle site.	Progress meeting with the supervisor (Compulsory)

Week 4: Develop synthesising matrix - 03 Aug 2020

Module/Topic	Chapter	Events and Submissions/Topic
1. Develop a synthesising matrix via a spreadsheet to summarise patterns & themes emerging from the summary table.	Reading materials are available in the unit E-reading list and Moodle site.	

Week 5: Write the literature review - 10 Aug 2020

Module/Topic	Chapter	Events and Submissions/Topic
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1. Draft literature review section guided by the summary table and synthesising matrix.
2. Use Endnote to manage and reference sources.

Reading materials are available in the unit E-reading list and Moodle site.

Progress meeting with the Supervisor (Compulsory)

Vacation Week - 17 Aug 2020

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

Week 6: Formulate research question - 24 Aug 2020

Module/Topic	Chapter	Events and Submissions/Topic
<ol style="list-style-type: none"> 1. Identify the research problem and provide evidence of the gap. 2. Update your initial 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.	

Week 7 Develop Research Methodology - 31 Aug 2020

Module/Topic	Chapter	Events and Submissions/Topic
1. Develop and justify your research methodology.	Review the online resources within the relevant section in Moodle site.	Progress meeting with the Supervisor (Compulsory)

Week 8: Develop Research Methodology (Cont'd) - 07 Sep 2020

Module/Topic	Chapter	Events and Submissions/Topic
<ol style="list-style-type: none"> 1. Develop and justify your research methodology. 2. Provide detailed steps and instrumentation for data collection. 3. Prepare ethics application (if applicable to your project). 	Review the online resources within the relevant section in Moodle site.	

Week 9: Complete PM Documents - 14 Sep 2020

Module/Topic	Chapter	Events and Submissions/Topic
<ol style="list-style-type: none"> 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. 	Review the online resources within the relevant section in Moodle site.	Progress meeting with the Supervisor (Compulsory)

Week 10: Write the research report - 21 Sep 2020

Module/Topic	Chapter	Events and Submissions/Topic
<ol style="list-style-type: none"> 1. Compile and format the research plan report including appendices. 2. Proofread the report before submission. 	Review the online resources within the relevant section in Moodle site.	<p>Milestones Assessment Part A: Research Project Plan Report</p> <p>Research Project Plan Report and Oral Defence Due: Week 10 Friday (25 Sept 2020) 11:59 pm AEST</p>

Week 11: Prepare for Oral Defence - 28 Sep 2020

Module/Topic	Chapter	Events and Submissions/Topic
<ol style="list-style-type: none"> 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 - 05 Oct 2020

Module/Topic	Chapter	Events and Submissions/Topic
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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

Term Specific Information

This term, the unit coordinator, Dr Samer Skaik will supervise all enrolled students regardless of their locations. All supervisory meetings will be held online via Zoom. You are encouraged to email the unit coordinator with any query relating to this unit (email: s.skaik@cqu.edu.au).

Assessment Tasks

1 Research Project Plan Report and Oral Defence

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 spanning 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 without making any contact with the supervisor. You must attend at least six compulsory meetings with your supervisor as scheduled in the unit profile and submit timely supervisory meeting records to your supervisor via email.

The task

Your task is to develop a research plan report on a promising topic relating to 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 formulate your research questions or hypotheses and develop your research design including your project management documentation. During this journey, you are required to apply project management competencies throughout this phase. You are expected to demonstrate a high level of project management and leadership competencies in this unit by meeting the given milestones, maintaining meeting records, effectively tracking and updating your work progress and mitigating risks or delays. This assessment consists of two main deliverables or parts as per the following table:

Assessment item Weight:

Part A: Research Project Plan Report (80%) due by Week 10

Part B: Oral Defence (20%) due by Week 12

ASSESSMENT DETAILS:

Part A: Research Project Plan Report: (week 10)

This report must take the format of an academic report. The sections/components of the dissertation should appear in the following order. A template with clear guidelines on how to write key sections is available in Moodle for your use.

- Cover page
- Acknowledgment
- Abstract
- Introduction
- Purpose of study/problem statement
- Rationale and significance (1000 words max)
- Critical literature review (4000 words max)
- Research Methodology (2000 words)
- Project management plan (1000 words): addressing core knowledge areas such as scope, schedule, resources, risks, information and stakeholders.
- Conclusion and expected implications
- Reflective statement (300-500 words): summarising your experiences, feelings, reactions towards practising project management in completing this unit and approaches to deal with incurred risks or delays and what resources or feedback you found to be helpful or unhelpful in completing the assessment tasks.
- References

- Appendices (data collection instrument, Gantt chart, supplementary information, supervisory meeting records, etc.)

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

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 faculty, supervisor and peers. All students enrolled in this unit must attend. You will have a strict 20 minutes of presentation time plus 10 minutes of Q&A and feedback time (20+10=30 mins). 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:

- Introduction/background
- Research gap/Problem statement
- Rationale
- Literature review
- Research questions
- Research design
- Project management plan
- Expected implications.
- Reflection on practising PM in this unit
- Reference list

Assessment Due Date

Week 10 Friday (25 Sept 2020) 11:59 pm AEST

Return Date to Students

Week 12 Friday (9 Oct 2020)

Weighting

100%

Minimum mark or grade

50%

Assessment Criteria

Part A: Research Project 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 rubric will be used to assess your work:

HD	D	C	P	F
Rationale and significance (10%) 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.	Project is justified and will consolidate understanding in project management. Significance emerges from construction of argument in addition to being articulated.	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.	Project replicates well established understanding in project management. Significance is stated but does not emerge from argument.	Project is too simplistic or disorganised to offer any significance.

Research Questions, Hypotheses & Objectives (10%) Original and highly relevant research questions/hypothesis are clearly articulated. The specified RQs are well aligned with the project focus. Objectives are concisely elaborated and aligned with RQs.	Clearly relevant research questions/hypothesis are determined. Objectives are well formulated.	Relevant research questions/ hypothesis outlined, but could be tighter in their focus. Objectives are identified and mostly relevant to project.	Research questions/ hypothesis outlined but lacking in clarity, relevance to project focus. Objectives are described in broad terms only.	Research questions/ hypothesis are missing, unclear or so poorly written and irrelevant to project. Objectives are missing or poorly articulated.
Critical Literature Review (25%) 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.	Well-argued and logical literature review that provides a good overview of the background and context of the research project. Evaluation of key previous research quite evident throughout.	Good range of literature examined throughout the presentation that is most relevant to the project's background and context. Key studies contrasted but little evidence of evaluation.	Points are supported with relevant literature, but the scope of the literature review is limited, as is background and context for the project. Some key studies not referred to at all or only inferred.	The quality of the literature referred to is questionable or not relevant to the project's background or context. Few key studies referred to.
Research Methodology and Data Collection Methods (25%) Research approach and data collection method are exceptionally articulated, justified and detailed. Details include data collection instruments, diagrams and complete ethics documentation (if applicable).	Research approach and data collection method are well argued, justified and detailed.	Research approach and data collection method are explained and appropriate for the project.	Research approach and data collection method are broadly outlined, but details are not always clear.	Research approach and data collection method are either not appropriate for the project or are poorly articulated suggesting deficits in understanding.
Project Management (20%) Highly robust, detailed and practical PM documentation with well thought off content reflecting an outstanding understanding of project management practices. An outstanding demonstration of project management skills throughout the term which is evident via the reflective statement and meeting records.	The PM documentation is nicely structured and detailed with excellent consideration of the project issues. An excellent demonstration of project management skills throughout the term which is evident via the reflective statement and meeting records.	The PM documentation is included with sufficient detail. A good demonstration of project management skills throughout the term which is evident via the reflective statement and meeting records.	The PM documentation is broadly outlined, but details are not clear or accurate enough. A basic demonstration of project management skills throughout the term.	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. A poor demonstration of project management skills throughout the term.

Overall content, format, appendices (10%) The report 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 report 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 report is 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 report 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.	The report has most of the components, but includes unfamiliar terms or content. Aspects of the report are missing or so poorly written due to numerous spelling, punctuation or grammatical errors so the meaning is unclear. In-text and reference list do not adhere to the same Author-date system or there are more than 7 errors.
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Part B: Oral Defence

Assessment Criteria	Weight
Technical Content <ul style="list-style-type: none"> • 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, methodology and instrumentation. • Soundness and rigorousness of the selected methodology and analysis • The proposed project is viable, achievable, realistic and focused 	35%
Delivery of presentation <ul style="list-style-type: none"> • Delivery of presentation is confident and clear • The material is well-organised • 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 <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 	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