



# RSCH20001 Prepare for Confirmation

## Term 2 - 2018

Profile information current as at 03/05/2024 06:41 pm

All details in this unit profile for RSCH20001 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

Prepare for Confirmation has been designed specifically for students enrolled in a Research Higher Degree at either Masters or Doctoral level. This unit will provide you with the knowledge and skills necessary to clarify the research design of your proposed research project regardless of your discipline area. You will be guided through research terminology, writing at a thesis level and the steps required in the construction of a research project. The unit has four assessments that will scaffold you through the process of writing Section A of the Confirmation of Candidature submission.

#### Details

Career Level: *Postgraduate*

Unit Level: *Not Applicable*

Credit Points: 6

Student Contribution Band: 8

Fraction of Full-Time Student Load: 0.125

#### Pre-requisites or Co-requisites

There are no requisites for this unit.

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 - 2018

- Distance

#### 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. **Written Assessment**

Weighting: 5%

#### 2. **Annotated bibliography**

Weighting: 10%

#### 3. **Report**

Weighting: 15%

#### 4. **Research Proposal**

Weighting: 70%

### Assessment Grading

This is a pass/fail (non-graded) unit. To pass the unit, you must pass all of the individual assessment tasks shown in the table above.

## 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 Unit evaluations.

**Feedback**

Having lectures/tutorials or something similar.

**Recommendation**

Will implement Q&A session for assessments 2, 3 and 4 the week before they are due so that students may ask questions to clarify the assessment requirements.

#### Feedback from Unit evaluations.

**Feedback**

Having more assessment exemplars available.

**Recommendation**

Will seek permission from past students to upload their assessments as exemplars and provide links to the CoC exemplars in Research Moodle.

#### Feedback from Unit evaluations.

**Feedback**

Involving an expert in mathematical or engineering research.

**Recommendation**

Will explore creating video resources of experts talking about how to plan out research projects in mathematics and engineering.

#### Feedback from Unit evaluations.

**Feedback**

The assessments in this unit helped to pull the supervisor's focus to the student project.

**Recommendation**

Continue to work closely with RHD supervisors to ensure consistent and constructive feedback is provided to each student.

#### Feedback from Unit evaluations.

**Feedback**

The constructive feedback and support provided in this unit helped to frame the project plan and scaffold writing Section A of the CoC submission. The unit helped students to understand the language of research and make the CoC process less daunting.

**Recommendation**

Continue to provide clear, constructive feedback to improve the students' academic writing skills and build their confidence when writing. Ensure students understand the importance of their writing being able to be understood by a lay-person.

## Unit Learning Outcomes

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

1. Write using the language of research
2. Construct a Literature Review by critically analysing and synthesising references that have been located manually and/or electronically from a variety of sources
3. Critique a range of research approaches and paradigms that guide the systematic approach to conducting a research project
4. Integrate theory into the design of a research project
5. Apply critical and analytical skills and academic standards to research project design and thesis writing
6. Evaluate data collection and analysis methods
7. Create a research proposal.

## Alignment of Learning Outcomes, Assessment and Graduate Attributes



### Alignment of Assessment Tasks to Learning Outcomes

Assessment Tasks	Learning Outcomes						
	1	2	3	4	5	6	7
1 - Written Assessment - 5%	•						
2 - Annotated bibliography - 10%		•	•				
3 - Report - 15%				•	•	•	
4 - Research Proposal - 70%	•	•	•	•	•	•	•

### Alignment of Graduate Attributes to Learning Outcomes

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

## Graduate Attributes

## Learning Outcomes

1 2 3 4 5 6 7

### 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 - Written Assessment - 5%

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#### 2 - Annotated bibliography - 10%

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#### 3 - Report - 15%

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#### 4 - Research Proposal - 70%

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## Textbooks and Resources

### Textbooks

RSCH20001

#### Prescribed

#### The Essential Guide to Doing Your Research Project

Edition: 3rd (2017)

Authors: Zina O'Leary

SAGE Publications Ltd

London, England

ISBN: 978-1-4739-5208-9

Binding: Paperback

#### Additional Textbook Information

**Note: It is highly recommended that you purchase this textbook. This textbook is a clear and practical guide to the research process. It is a well-written introduction to the foundations of research and the writing process. You will be able to use this book for the duration of your degree.**

[View textbooks at the CQUniversity Bookshop](#)

### 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 styles below:

- [American Psychological Association 6th Edition \(APA 6th edition\)](#)
- [Harvard \(author-date\)](#)

For further information, see the Assessment Tasks.

## Teaching Contacts

**Jo Luck** Unit Coordinator  
[j.luck@cqu.edu.au](mailto:j.luck@cqu.edu.au)

## Schedule

### Week 1 - 09 Jul 2018

Module/Topic	Chapter	Events and Submissions/Topic
<b>Research foundations: Topic 1 - The language and process of research</b>	Chapters 1 & 2	

### Week 2 - 16 Jul 2018

Module/Topic	Chapter	Events and Submissions/Topic
<b>Research foundations: Topic 2: Developing your research questions and/or hypotheses</b>	Chapter 3 plus Unit readings	<b>Preliminary research topic</b> Due: Week 2 Friday (20 July 2018) 4:00 pm AEST

### Week 3 - 23 Jul 2018

Module/Topic	Chapter	Events and Submissions/Topic
<b>Research foundations: Topic 3 - Information literacy and reviewing the literature</b>	Chapter 6 plus Unit readings	

### Week 4 - 30 Jul 2018

Module/Topic	Chapter	Events and Submissions/Topic
<b>Research processes: Topic 4 - Crafting the research proposal Topic 5 - Ethics and academic integrity</b>	Chapters 4 & 5 plus Unit readings	

### Week 5 - 06 Aug 2018

Module/Topic	Chapter	Events and Submissions/Topic
<b>Research processes: Topic 6 - Research design</b>	Chapter 7 plus Unit readings	<b>Annotated Bibliography</b> Due: Week 5 Friday (10 Aug 2018) 4:00 pm AEST

### Vacation Week - 13 Aug 2018

Module/Topic	Chapter	Events and Submissions/Topic
<b>Non-teaching week</b>		

### Week 6 - 20 Aug 2018

Module/Topic	Chapter	Events and Submissions/Topic
<b>Research processes: Topic 7 - Research paradigms</b>	Chapters 8, 9 & 10 plus Unit readings	

### Week 7 - 27 Aug 2018

Module/Topic	Chapter	Events and Submissions/Topic
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**Research processes:  
Topic 8 - Collection of data** Chapters 11, 12 & 13 plus Unit readings

#### Week 8 - 03 Sep 2018

Module/Topic	Chapter	Events and Submissions/Topic
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**The research thesis:  
Topic 9 - Analysis of data** Chapters 14 & 15 plus unit readings

#### Week 9 - 10 Sep 2018

Module/Topic	Chapter	Events and Submissions/Topic
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**The research thesis:  
Topic 10 - Structure of a thesis** Unit readings **Research design** Due: Week 9 Friday (14 Sept 2018) 4:00 pm AEST

#### Week 10 - 17 Sep 2018

Module/Topic	Chapter	Events and Submissions/Topic
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**The research thesis:  
Topic 11 - Project planning and management  
Topic 12 - The writing process and disseminating your work** Chapter 16 plus Unit readings

#### Week 11 - 24 Sep 2018

Module/Topic	Chapter	Events and Submissions/Topic
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**Work on Confirmation of Candidature (Section A)**

#### Week 12 - 01 Oct 2018

Module/Topic	Chapter	Events and Submissions/Topic
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**Work on Confirmation of Candidature (Section A)** **Complete unit feedback survey** in Moodle - the red "**Have your say**" button.

#### Review/Exam Week - 08 Oct 2018

Module/Topic	Chapter	Events and Submissions/Topic
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**Finalise and submit Confirmation of Candidature (Section A)** **Confirmation of Candidature (Section A)** Due: Review/Exam Week Friday (12 Oct 2018) 4:00 pm AEST

#### Exam Week - 15 Oct 2018

Module/Topic	Chapter	Events and Submissions/Topic
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## Term Specific Information

### Unit Coordinator's contact details:

Dr Jo Luck

Email: [j.luck@cqu.edu.au](mailto:j.luck@cqu.edu.au)

Telephone: +61 7 4930 9550

Address: Building 32, Room 1.16, Rockhampton North.

Skype: jo.luck

## Assessment Tasks

### 1 Preliminary research topic

#### Assessment Type

Written Assessment

### Task Description

In this assessment item, you need to complete the proforma provided in the assessment details on the Moodle unit website. It is designed to provide an overview of your proposed research topic.

**Please note: you need to ask your research supervisor(s) which referencing style you should be using when writing your thesis.** Use that referencing style for all your written submissions in this unit. Two common referencing styles are Harvard (author-date) and American Psychological Association (APA) referencing style but some research discipline areas will require a different referencing style. For more information about common referencing styles used at Central Queensland University see the [CQUniversity referencing guides](#).

### Assessment Due Date

Week 2 Friday (20 July 2018) 4:00 pm AEST

### Return Date to Students

Week 4 Friday (3 Aug 2018)

Assessments are usually marked and returned in the order they were submitted for marking.

### Weighting

5%

### Assessment Criteria

This first assessment item is a one to two page proforma designed to collect information about your proposed research topic. It will be assessed as Pass or Fail. The full assessment specification is available on the Moodle unit website.

### Referencing Style

- [American Psychological Association 6th Edition \(APA 6th edition\)](#)
- [Harvard \(author-date\)](#)

### Submission

Online

### Submission Instructions

Upload your assessment as a MS-Word file onto the Moodle unit website.

### Learning Outcomes Assessed

- Write using the language of research

### Graduate Attributes

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

## 2 Annotated Bibliography

### Assessment Type

Annotated bibliography

### Task Description

An annotated bibliography is a list of reference materials that includes a summary of the main ideas presented in each reference and evaluates how useful the reference is for your purposes. Each entry is comprised of basic bibliographical information presented in a standard referencing style (e.g. Harvard, APA) followed by a brief note or annotation. The annotation usually provides a summary of key points and an evaluation or critique of the ideas discussed in the reference. In addition, you should state how it relates to your proposed research topic.

Annotated bibliographies can vary in style depending on the purpose and the referencing style used. They are usually arranged in alphabetical order by author.

You are required to prepare an annotated bibliography of 10-15 high-quality journal articles, refereed conference papers and/or books closely related to your proposed research topic. Use the standard referencing style for your research discipline area as advised by your research supervisor(s).

The full assessment specification is available on the Moodle unit website.

### Assessment Due Date

Week 5 Friday (10 Aug 2018) 4:00 pm AEST

### Return Date to Students

Week 7 Friday (31 Aug 2018)



Assessments are usually marked and returned in the order they were submitted for marking.

### **Weighting**

10%

### **Assessment Criteria**

The annotations must **not** simply be a review of the content. **You need to demonstrate your ability to critically evaluate and analyse the literature and explain how it is relevant to your proposed research topic.** It would be expected that the literature discovered in this assignment would also be relevant to assessment items 3 and 4 in this unit.

Overview of the assessment criteria:

- introduction provided the context for selecting the references and linked the annotated bibliography to the proposed research project;
- clear, concise summary of each reference;
- evaluation of author(s) credentials;
- linkage of each annotation to your proposed research topic;
- critical analysis of the references;
- correct layout for an annotated bibliography;
- used an appropriate referencing style;
- correct spelling and grammar.

The full description of the assessment requirements and assessment criteria are available on the Moodle unit website. It will be assessed as Pass or Fail.

### **Referencing Style**

- [American Psychological Association 6th Edition \(APA 6th edition\)](#)
- [Harvard \(author-date\)](#)

### **Submission**

Online

### **Submission Instructions**

Upload your assessment as a MS-Word file onto the Moodle unit website.

### **Learning Outcomes Assessed**

- Construct a Literature Review by critically analysing and synthesising references that have been located manually and/or electronically from a variety of sources
- Critique a range of research approaches and paradigms that guide the systematic approach to conducting a research project

### **Graduate Attributes**

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

## **3 Research design**

### **Assessment Type**

Report

### **Task Description**

This assessment item requires you to build on the research foundations, research processes, research methods and practices that you have explored in this unit. It is expected that by this time you will have a clearly defined research project in consultation with your research supervisor(s). Guided by theory and your examination of the research methodologies used by authors in the references you have analysed, you should be able to formulate a research design for your proposed research project.

This assessment item requires you to describe the overall research strategy that you will employ to integrate the various components of your proposed research project in a logical and coherent manner. The research design must ensure that you will effectively address the research problem you have identified. It must include the research aims and objectives, the research questions and/or hypotheses you propose to answer, and the research methodology, research methods and techniques you intend to use to collect and analyse data for your proposed research project.

Note that hypotheses are not always required. If they are it is usually for Quantitative research. Some references annotated in Assessment item 2 could be further analysed in terms of the research design, methodology and methods/techniques that were utilised to collect and analyse data. This may help you to select the most the appropriate research design for your proposed research project, it also allows you to track the research frontier in a specific area of research.

You should work closely with your supervisory team to construct this assessment.

### **Assessment Due Date**

Week 9 Friday (14 Sept 2018) 4:00 pm AEST

### **Return Date to Students**

Week 11 Friday (28 Sept 2018)

Assessments are usually marked and returned in the order they were submitted for marking.

### **Weighting**

15%

### **Assessment Criteria**

Overview of the assessment criteria:

- a clear description of your proposed research project, aims and objectives;
- appropriateness of your research questions and/or hypotheses;
- the linkage between the proposed research topic and the research design, methodology and methods/techniques;
- analysis and justification of research methods/techniques;
- justification of the suitability of the methods/techniques to the proposed research project;
- conclusion accurately sums up your research design;
- used an appropriate referencing style;
- academic writing style suitable to an RHD thesis;
- correct spelling and grammar.

The full assessment specification (requirements and assessment criteria) is available on the Moodle unit website. It will be assessed as Pass or Fail.

### **Referencing Style**

- [American Psychological Association 6th Edition \(APA 6th edition\)](#)
- [Harvard \(author-date\)](#)

### **Submission**

Online

### **Submission Instructions**

Upload your assessment as a MS-Word file onto the Moodle unit website.

### **Learning Outcomes Assessed**

- Integrate theory into the design of a research project
- Apply critical and analytical skills and academic standards to research project design and thesis writing
- Evaluate data collection and analysis methods

### **Graduate Attributes**

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

## **4 Confirmation of Candidature (Section A)**

### **Assessment Type**

Research Proposal

### **Task Description**

This assessment item requires you to complete the equivalent of Confirmation of Candidature (Section A) for your proposed research project. You should draw upon work undertaken in Assessment items 2 and 3 to assist in writing this assessment item. The Confirmation of Candidature (Section A) assessment aligns with the requirements for the

Confirmation of Candidature submission as per Central Queensland University's Confirmation of Candidature Procedure. The level of detail required in the Confirmation of Candidature (Section A) assessment will depend on both the nature and level of the research project you are undertaking (ie, Masters by Research, Doctor Professional Studies, Doctor of Education or Doctor of Philosophy) and other specific requirements required by your research supervisor(s) and the University's policies.

The Confirmation of Candidature (Section A) assessment should be approximately 6,000 words and contain:

- A Thesis Title, of no more than 25 words, which should be descriptive and unambiguous;
- A Thesis Abstract of no more than 250 words;
- A Table of Contents;
- An Introduction;
- A statement describing the Aims, Objectives, and Research Questions and/or Hypotheses;
- A Review of Literature, which should be conducted within an appropriate analytical framework to provide new knowledge (for example, a systematic, integrative or meta-analysis review), rather than a descriptive summary;
- A statement of the candidate's proposed contribution to the field of research (appropriate to the degree being sought);
- A description of the project methodology, methods and/or research design;
- A thesis plan (chapter outline and identification of prospective publications arising);
- Conclusion; and
- References.

You are encouraged to frequently discuss the development of your Confirmation of Candidature (Section A) with your research supervisor(s). You should also consult University policies and procedures regarding the requirements for the degree in which you are enrolled.

### **Assessment Due Date**

Review/Exam Week Friday (12 Oct 2018) 4:00 pm AEST

### **Return Date to Students**

Certification Day: Friday November 2, 2018

### **Weighting**

70%

### **Minimum mark or grade**

Pass

### **Assessment Criteria**

Overview of assessment criteria:

- the abstract accurately summarises the proposed research project;
- the table of contents contains the main headings and sub-headings;
- the introduction clearly introduces the proposed research project;
- realistic aims and objectives that link to your anticipated outcomes;
- research questions and/or hypotheses that address the research problem;
- critical analysis of the literature;
- an accurate statement of proposed contribution to the field of research;
- the research design is clearly articulated and justified;
- the appropriateness of the research design/methodology, methods;
- realistic thesis plan;
- the conclusion summarises the main points of the research design;
- use of an appropriate referencing style;
- correct formatting and layout (including the Title Page and electronically generated Table of Contents);
- written in an academic style, correct spelling and grammar.

The full assessment specification (requirements and assessment criteria) is available on the Moodle unit website. It will be assessed as Pass or Fail.

### **Referencing Style**

- [American Psychological Association 6th Edition \(APA 6th edition\)](#)
- [Harvard \(author-date\)](#)

### **Submission**

Online

### **Submission Instructions**

Upload your assessment as a MS-Word file onto the Moodle unit website.

**Learning Outcomes Assessed**

- Write using the language of research
- Construct a Literature Review by critically analysing and synthesising references that have been located manually and/or electronically from a variety of sources
- Critique a range of research approaches and paradigms that guide the systematic approach to conducting a research project
- Integrate theory into the design of a research project
- Apply critical and analytical skills and academic standards to research project design and thesis writing
- Evaluate data collection and analysis methods
- Create a research proposal.

**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