



# RSCH20001 Prepare for Confirmation

## Term 1 - 2021

Profile information current as at 02/05/2024 07:12 am

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 proposal. The unit has four assessments that will scaffold you through the process of writing Section A of the Confirmation of Candidature portfolio 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 1 - 2021

- Online

#### 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. **Annotated bibliography**

Weighting: Pass/Fail

#### 2. **Literature Review or Systematic Review**

Weighting: Pass/Fail

#### 3. **Research Assignment**

Weighting: Pass/Fail

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

Weighting: Pass/Fail

### 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 Student feedback

**Feedback**

Good alignment of content to CoC preparation

**Recommendation**

To maintain the close "fit" of the course materials with teaching delivery focused on the stages of preparing the draft CoC document.

#### Feedback from Student feedback

**Feedback**

There was always timely response to students queries

**Recommendation**

To continue with group and individual emails in response to student queries

#### Feedback from Course coordinator reflection

**Feedback**

Timing of assignment submission

**Recommendation**

Some students find the timing of submission stressful however once they have an understanding of the importance of meeting deadlines this is less problematic. A more individualised timing of the assessment submission across the course could be trialed.

#### Feedback from Dean of School

**Feedback**

Current teaching and learning delivery strategies

**Recommendation**

The current course content and delivery is working well however to cater for both part time and full time students a separate timetable of tutorial content delivery could be trialed.

#### Feedback from Student feedback

**Feedback**

Involvement of supervisors with the development of assessment content

**Recommendation**

A reminder to supervisors at the start of each term will be sent outlining the expectations and commitment required from supervisors to support their postgraduate student during the course.

## 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.

None to note.



Assessment Tasks	Graduate Attributes							
	1	2	3	4	5	6	7	8
<b>4 - Research Proposal - 0%</b>	○	○	○	○	○	○	○	

## Textbooks and Resources

### Textbooks

RSCH20001

#### Prescribed

#### The Essential Guide to Doing Your Research

Edition: 3rd (2017)

Authors: Zina O'Leary

Sage

Melbourne , Vic , Australia

ISBN: 1-4739-5208-9

Binding: Paperback

#### Additional Textbook Information

Different editions are available online via the library. If you prefer to have your own copy, you can purchase them at the CQUni Bookshop here: <http://bookshop.cqu.edu.au> (search on the Unit code)

### 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:

- [Harvard \(author-date\)](#)
- [American Psychological Association 7th Edition \(APA 7th edition\)](#)

For further information, see the Assessment Tasks.

## Teaching Contacts

**Teresa Moore** Unit Coordinator

[t.moore@cqu.edu.au](mailto:t.moore@cqu.edu.au)

## Schedule

### Week 1 - 08 Mar 2021

Module/Topic	Chapter	Events and Submissions/Topic
The language of research	Chapter 1 & 2 plus embedded readings	

### Week 2 - 15 Mar 2021

Module/Topic	Chapter	Events and Submissions/Topic

Academic standards and integrity  
Information literacy & library skills

Chapter 4 & 6 plus embedded  
readings

**Annotated bibliography** Due: Week  
2 Monday (15 Mar 2021) 11:45 pm  
AEST

### Week 3 - 22 Mar 2021

Module/Topic

Chapter

Events and Submissions/Topic

Starting your literature review

Chapter 3 & 6 plus embedded  
readings

### Week 4 - 29 Mar 2021

Module/Topic

Chapter

Events and Submissions/Topic

Developing a research question

Chapter 3 & 5 plus embedded  
readings

### Week 5 - 05 Apr 2021

Module/Topic

Chapter

Events and Submissions/Topic

The role of theory

Chapter 11 & 12 plus embedded  
readings

**Initial literature review** Due: Week  
5 Monday (5 Apr 2021) 11:45 pm AEST

### Vacation Week - 12 Apr 2021

Module/Topic

Chapter

Events and Submissions/Topic

### Week 6 - 19 Apr 2021

Module/Topic

Chapter

Events and Submissions/Topic

Research design

Chapter 8 & 9 plus embedded  
readings

### Week 7 - 26 Apr 2021

Module/Topic

Chapter

Events and Submissions/Topic

Research design continued

### Week 8 - 03 May 2021

Module/Topic

Chapter

Events and Submissions/Topic

Data collection

Chapter 13 & 14 plus embedded  
readings

**Research methodology / design**  
Due: Week 8 Monday (3 May 2021)  
11:45 pm AEST

### Week 9 - 10 May 2021

Module/Topic

Chapter

Events and Submissions/Topic

Data handling and analysis

Chapter 5 plus embedded readings

### Week 10 - 17 May 2021

Module/Topic

Chapter

Events and Submissions/Topic

Crafting the proposal document

Chapter 15 plus embedded readings

### Week 11 - 24 May 2021

Module/Topic

Chapter

Events and Submissions/Topic

Overview to Part B and project  
management

Chapter 16 plus embedded readings

### Week 12 - 31 May 2021

Module/Topic

Chapter

Events and Submissions/Topic

Final wrap of course

**Draft Confirmation of Candidature  
document** Due: Week 12 Monday (31  
May 2021) 11:45 pm AEST

### Review/Exam Week - 07 Jun 2021

Module/Topic

Chapter

Events and Submissions/Topic

Module/Topic	Chapter	Events and Submissions/Topic
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## Assessment Tasks

### 1 Annotated bibliography

#### Assessment Type

Annotated bibliography

#### Task Description

You need to prepare an annotated bibliography of three (3) journal articles closely related to your proposed research project. Note: The annotations must not simply be a review of just the content of the reference. They need to demonstrate your ability to critically evaluate and analyse the literature and relate its relevance to your proposed research project. It would be expected that the literature used in this assignment would be relevant to assessment items 2, 3 and 4 in this unit. You can choose any standard referencing style, but it must be consistent throughout the entire assignment. Check with your Research Supervisor(s) about which referencing style you should be using for your thesis.

#### Assessment Due Date

Week 2 Monday (15 Mar 2021) 11:45 pm AEST

#### Return Date to Students

Week 3 Monday (22 Mar 2021)

Assignments are returned in order of marking

#### Weighting

Pass/Fail

#### Assessment Criteria

The annotations must not simply be a review of the content of the references. 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 2, 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;
- a clear, concise summary of each reference;
- clear, concise academic writing;
- evaluation of the 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.

It will be assessed as Satisfactory or Resubmit - Resubmission is due within seven days

#### Referencing Style

- [Harvard \(author-date\)](#)
- [American Psychological Association 7th Edition \(APA 7th edition\)](#)

#### Submission

Online

#### Submission Instructions

Please upload via moodle

#### 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 Initial literature review

### Assessment Type

Literature Review or Systematic Review

### Task Description

You are required to write an initial literature review focusing on previous research related to your proposed study. Use the literature to support the identification of your research problem and to highlight the gap in the existing research that needs to be filled. It should document the connections you have made between the source texts that you draw upon and where you position your research among the extant literature. It should demonstrate to the reader that you have engaged with, understood and responded to the relevant body of knowledge underpinning your proposed research project. This initial literature review is more than just documenting relevant information, and it should go beyond being a descriptive annotated bibliography. The initial literature review should summarise, critically evaluate, synthesise, and clearly link the literature to your proposed project.

### Assessment Due Date

Week 5 Monday (5 Apr 2021) 11:45 pm AEST

### Return Date to Students

Week 7 Monday (26 Apr 2021)

Assignments will be returned in the order of marking

### Weighting

Pass/Fail

### Assessment Criteria

The initial literature review must not simply be a review of the content of the references. 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 should go beyond being a descriptive annotated bibliography. It should synthesise the literature into themes.

Overview of the assessment criteria

- introduction described the purpose of the literature review and linked the literature review to the proposed research project;
- provided the context for selecting the references and a clear description of the criteria used to select the literature;
- used clear, concise academic writing;
- synthesised the literature into themes and linked each theme to your proposed research topic;
- critical analysis of the references;
- conclusion summed up the major contributions of the literature and clearly identified the significance of the literature to your proposed research topic;
- correct layout for a literature review;
- used an appropriate referencing style;
- correct spelling and grammar.

It will be assessed as Satisfactory or Resubmit - Resubmission is due within seven days

### Referencing Style

- [Harvard \(author-date\)](#)
- [American Psychological Association 7th Edition \(APA 7th edition\)](#)

### Submission

Online

### Submission Instructions

please upload via Moodle

### 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 methodology / design

### Assessment Type

Research Assignment

### 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, you should be able to formulate a research design for your proposed research project.

In this assessment item you need 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 paradigm, methodology, research methods and techniques you intend to use to collect and analyse data for your proposed research project.

### Assessment Due Date

Week 8 Monday (3 May 2021) 11:45 pm AEST

### Return Date to Students

Week 10 Monday (17 May 2021)

Assignments will be returned in order of marking

### Weighting

Pass/Fail

### Assessment Criteria

The full assessment specification (requirements and assessment criteria) is available on the Moodle unit website. 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.

It will be assessed as Satisfactory or Resubmit - Resubmission is due within seven days

### Referencing Style

- [Harvard \(author-date\)](#)
- [American Psychological Association 7th Edition \(APA 7th edition\)](#)

### Submission

No submission method provided.

### Submission Instructions

Please upload via moodle

### 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 Draft Confirmation of Candidature document

### Assessment Type

Research Proposal

### Task Description

This final assessment has been designed to help you to construct Section A of your CoC submission. It aligns with the requirements of the CoC Submission described in the Confirmation of Candidature Procedure. To construct this assessment, you draw upon work undertaken in previous Assessment items in this unit (RSCH20001).

It should be noted that a Pass result in RSCH20001 **does not** imply that you will pass your Confirmation of Candidature. The grade awarded in RSCH20001 reflects your ability to meet the learning outcomes, which includes generic skills such as communication and analytical skills. It will be assessed by someone who is typically not a content expert in your field. By contrast, the Confirmation of Candidature document will be assessed against the expectations of a masters or doctoral degree, according to the conventions in your discipline area, and according to the judgement of two experts from the field.

Please note that your final Confirmation of Candidature submission document will need to comply with CQUniversity's [Confirmation of Candidature Procedure](#) which has a Section A and a Section B. Section A only is required for this assessment. When completing your CoC submission you need to ensure that you have fulfilled **ALL** the requirements outlined in the [Confirmation of Candidature Procedure](#).

The format of this assessment will be dependent on both the level of the degree in which you are enrolled (Masters by coursework, Masters by research, Professional Doctorate, or Doctor of Philosophy), and the discipline area of the proposed research project (discipline areas may have specific requirements imposed on their students). You need to consult with your Research Supervisors and Unit Coordinator if you are unsure. You should also consult the University policy regarding the requirements for candidature of the degree in which you are enrolled. See [Research Higher Degree Course Rules Policy and Procedure](#).

Your assessment should provide a rationale for the proposed investigation. It should also justify your choice of research design and selection of research methodology and associated methods. You need to include a comprehensive literature review of previous studies pertinent to your proposed research project and a plan of your thesis (chapter outline). You are strongly encouraged to frequently discuss issues encountered during the development of your assessment submission with your Research Supervisors and/or the Unit Coordinator.

### Assessment Due Date

Week 12 Monday (31 May 2021) 11:45 pm AEST

### Return Date to Students

Review/Exam Week Monday (7 June 2021)

Assignments are returned in order of marking

### Weighting

Pass/Fail

### Minimum mark or grade

Students must receive a Pass for assignment four to achieve a Pass for the course

### Assessment Criteria

The full assessment specification (requirements and assessment criteria) is available on the Moodle unit website. 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 the 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.

It will be assessed as Commendable (Pass), Satisfactory (Pass) or Unsatisfactory (Fail).

### **Referencing Style**

- [Harvard \(author-date\)](#)
- [American Psychological Association 7th Edition \(APA 7th edition\)](#)

### **Submission**

Online

### **Submission Instructions**

please submit via moodle

### **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