



SAFE20022 Safety Science Thesis 1

Term 1 - 2020

Profile information current as at 19/05/2022 10:52 pm

All details in this unit profile for SAFE20022 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 is the first of two in the Safety Science Thesis suite of units. During this unit you will learn about the process of research by exploring a safety science problem in depth by developing and refining an extensive literature review, formulating a research proposal, research questions and hypothesis, and the preparation of an ethics approval application. The assignments in Thesis 1 form the basis of the research conducted in Thesis 2 which is conducted over the following term.

Details

Career Level: *Postgraduate*

Unit Level: *Level 9*

Credit Points: *12*

Student Contribution Band: *8*

Fraction of Full-Time Student Load: *0.25*

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 - 2020

- 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 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. **Presentation and Written Assessment**

Weighting: Pass/Fail

2. **Portfolio**

Weighting: Pass/Fail

3. **Written Assessment**

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 Informal student feedback

Feedback

Students have indicated their appreciation for the supportive and flexible environment in which they work with their dedicated supervision teams to develop their research ideas.

Recommendation

Continue to build mentoring and supervision capacity within the Transport and Safety Sciences team so that students can continue to be supported by high quality supervision teams in their research journeys.

Feedback from Coordinator observations

Feedback

Research projects and ethics requirements in particular can represent a new paradigm for many students, who may benefit from additional guidance earlier in the term.

Recommendation

Supervision teams should begin to discuss ethics requirements earlier in the unit so as to be prepared to begin the research project in the following term. The assessment item related to ethics may benefit from being due earlier in the term.

Unit Learning Outcomes

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

1. Design a research study in the area of safety science.
2. Prepare and present a Research Proposal in the area of safety science.
3. Prepare an Ethics Application to support the proposed Research Proposal.

N/A

Alignment of Learning Outcomes, Assessment and Graduate Attributes



Alignment of Assessment Tasks to Learning Outcomes

Assessment Tasks	Learning Outcomes		
	1	2	3
1 - Presentation and Written Assessment - 0%		•	
2 - Portfolio - 0%	•		
3 - Written Assessment - 0%			•

Alignment of Graduate Attributes to Learning Outcomes

Textbooks and Resources

Textbooks

SAFE20022

Prescribed

A Playbook for Research Methods: Integrating Conceptual Frameworks and Project Management

Edition: First (2013)

Authors: Patricia M. Shields & Nandhini Rangarajan

New Forums Press Inc

Stillwater , OK , USA

ISBN: 10:1-58107-247-3

Binding: Paperback

Additional Textbook Information

Textbook is available via Amazon or other online book seller. It may also be available for purchase 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)
- Zoom account (Free)

Referencing Style

All submissions for this unit must use the referencing style: [Harvard \(author-date\)](#)

For further information, see the Assessment Tasks.

Teaching Contacts

Karen Klockner Unit Coordinator

k.klockner@cqu.edu.au

Schedule

Week 1 - 09 Mar 2020

Module/Topic	Chapter	Events and Submissions/Topic
Project Supervision and Unit Coordinator Expectations Use of Notebooks and Conceptual Frameworks	Prescribed Textbook	Cohort Zoom Session Supervisor approached with topic in mind Use of notebook commenced

Week 2 - 16 Mar 2020

Module/Topic	Chapter	Events and Submissions/Topic
Project Management - Thesis Planning Ethics Applications	Prescribed Textbook	Cohort Zoom Session Supervisor Contracted Topic Agreed Use of notebook

Week 3 - 23 Mar 2020

Module/Topic	Chapter	Events and Submissions/Topic
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Mastering the Literature - Annotated Bibliography to Full Literature Review	Prescribed Textbook	Cohort Zoom Session Supervision / Research Proposal / Literature Review / Ethics
Week 4 - 30 Mar 2020		
Module/Topic	Chapter	Events and Submissions/Topic
Topic Selection and Conceptual Framework - Putting it Together and Passing the 'So What' Test	Prescribed Textbook Chapter 6 Research Creativity	Cohort Peer Review via Zoom - My Project Plan (Why) Supervision / Research Proposal / Literature Review / Ethics
Week 5 - 06 Apr 2020		
Module/Topic	Chapter	Events and Submissions/Topic
Research Aims, Questions / Hypothesis	Prescribed Textbook	Cohort Zoom Session - Peer Review Aims, Questions, Hypothesis Supervision / Research Proposal / Literature Review / Ethics
Vacation Week - 13 Apr 2020		
Module/Topic	Chapter	Events and Submissions/Topic
Vacation Week		
Week 6 - 20 Apr 2020		
Module/Topic	Chapter	Events and Submissions/Topic
Research Proposal Presentations	Prescribed Textbook	Supervision / Research Proposal / Literature Review / Ethics Research Proposal and Presentation Due: Week 6 Friday (24 Apr 2020) 11:45 pm AEST
Week 7 - 27 Apr 2020		
Module/Topic	Chapter	Events and Submissions/Topic
Research Project Methodology Considerations	Prescribed Textbook	Cohort Zoom Peer Review Session - Methodology Supervision / Research Proposal / Literature Review Ethics Application Submitted
Week 8 - 04 May 2020		
Module/Topic	Chapter	Events and Submissions/Topic
Methodology - Data Analysis - Skills Gap Analysis	Prescribed Textbook	Cohort Zoom Session Supervision / Research Proposal / Literature Review / Ethics
Week 9 - 11 May 2020		
Module/Topic	Chapter	Events and Submissions/Topic
Academic Writing - Literature Review and Thesis Document	Prescribed Textbook	Cohort Zoom Session Supervision / Research Proposal / Literature Review Ethics Approval Obtained
Week 10 - 18 May 2020		
Module/Topic	Chapter	Events and Submissions/Topic
Thesis 2 Project Planning - Timing and Assessment Requirements and Deadlines		Cohort Zoom Peer Review Session- My Project Plan (How) Supervision / Research Proposal / Literature Review/ Data Collection Ethics Approval Due: Week 10 Friday (22 May 2020) 11:45 pm AEST

Week 11 - 25 May 2020

Module/Topic	Chapter	Events and Submissions/Topic
Research Plan Presentations Preparation		Cohort Zoom Session - Research Proposal Presentation Preparation Supervision / Research Proposal / Literature Review/ Data Collection

Week 12 - 01 Jun 2020

Module/Topic	Chapter	Events and Submissions/Topic
Presentation of Full Research Plan		Cohort Zoom Session - Data Collection Updates Full Research Plan and Presentation Due: Week 12 Monday (1 June 2020) 11:45 pm AEST

Review/Exam Week - 08 Jun 2020

Module/Topic	Chapter	Events and Submissions/Topic
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Exam Week - 15 Jun 2020

Module/Topic	Chapter	Events and Submissions/Topic
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Assessment Tasks

1 Research Proposal and Presentation

Assessment Type

Presentation and Written Assessment

Task Description

Develop a research proposal to introduce your project idea, its theoretical and conceptual background, and its potential to fill an identified gap in the literature. It is important to emphasize the 'why' this research is important notion.

In week 6 you will submit a written proposal and share your research topic and proposal via Zoom to an audience of peers, supervisors and other academic staff.

As a guide, proposal documents of approximately 2000-3000 words are more likely to be successful.

Presentations should be aided by a visual component (typically PowerPoint slides) and should be approximately 20 minutes in length. Upload your slides to Moodle when you have completed your presentation.

Please note, as part of the assessment process, CQU may record your presentation.

Assessment Due Date

Week 6 Friday (24 Apr 2020) 11:45 pm AEST

Presentation session date and time will be determined by consultation with all students and supervisors involved in this unit. Written proposals and presentation slides must be uploaded to Moodle by the end of week 6.

Return Date to Students

Week 8 Friday (8 May 2020)

Weighting

Pass/Fail

Assessment Criteria

Proposals will be assessed on the following criteria:

- Clear statement of the overarching research aims and objectives
- Well-defined research questions flow logically from the aims and objectives
- Proposed project is contextualised within relevant contemporary knowledge/practices
- The need for the proposed project is established by the identification of a gap in the extant literature i.e. why this research is of importance
- An explanation, with appropriate justification, is provided for how the proposed project will address a gap or further advance theory in the Safety Sciences
- Presentation is well-structured and uses appropriate visual aids that are formatted professionally

- Appropriate use of supporting sources that are consistent with the current version of Harvard referencing style.

Referencing Style

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

Submission

Online

Submission Instructions

Oral and PowerPoint presentation to be delivered via Zoom. Research Proposal document and presentation slides to be uploaded to Moodle.

Learning Outcomes Assessed

- Prepare and present a Research Proposal in the area of safety science.

Graduate Attributes

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

2 Full Research Plan and Presentation

Assessment Type

Portfolio

Task Description

Incorporating the feedback provided from your Assessment 1 Research Proposal you will now develop a full Research Plan for your project that you will execute in SAFE20023 Safety Science Thesis 2. Where the Assessment 1 proposal was focused on 'Why' your proposed project should be undertaken, the research plan should explain 'How' it will be carried out. This should include consideration of how your proposed methodology will achieve your research aims and objectives by providing justification from the literature, research theory and conceptual framework. You should also include a project management time-line i.e. Gant Chart, of how you will conduct your research and meet the expected Thesis 2 assessment deadlines which will be shared with you during this unit. You will present your research proposal to your peers in Week 12.

As a guide, project plans of approximately 2000-3000 words are more likely to be successful. Presentations should be aided by a visual component (typically PowerPoint slides) and should be approximately 20 minutes in length. Upload your slides to Moodle when you have completed your presentation.

Assessment Due Date

Week 12 Monday (1 June 2020) 11:45 pm AEST

Return Date to Students

Exam Week Monday (15 June 2020)

Feedback will be given throughout the term by the supervision team and the unit coordinator.

Weighting

Pass/Fail

Assessment Criteria

Research Plans will be assessed on the following criteria:

- Evidence of further development of research aims, objectives and questions following the proposal presentation
- Each step of the research method is clearly outlined, including participant recruitment (where relevant), data collection and analysis
- Proposed method is suitably justified with reference to existing studies in the relevant discipline and/or research methodology frameworks/philosophies
- Potential limitations for the proposed project are identified and mitigation strategies discussed
- Any relevant survey measures, data collection tools or questionnaires are included as an appendix
- Submission is formatted appropriately for a research plan
- Submission demonstrates Masters-level academic writing skills
- All sources are referenced properly in line with the current version of Harvard Referencing Style.

Referencing Style

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

Submission

Online

Submission Instructions

Upload your submission for this assignment as a Word document or PDF to the appropriate assessment page on Moodle.

Learning Outcomes Assessed

- Design a research study in the area of safety science.

Graduate Attributes

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

3 Ethics Approval

Assessment Type

Written Assessment

Task Description

In this simple (but integral) task, you will complete the appropriate Low Risk Ethics approval documents and submit them to the CQUniversity Human Research Ethics Committee Secretary. Your project must meet the university's requirements as a Low Risk project. Students are expected to submit their documents around week 6 of term and aim to have their Low Risk Ethics Approval obtained by the end of Week 10 at the latest. Low Risk Ethics applications are generally reviewed within 14 days of lodgement to the Ethics Committee and a determination on approval made. Please note however that where applications return for further information or clarification, approval may take much longer so lodgement as early as possible in the term is highly recommended.

Assessment Due Date

Week 10 Friday (22 May 2020) 11:45 pm AEST

Return Date to Students

Week 12 Friday (5 June 2020)

Weighting

Pass/Fail

Assessment Criteria

Satisfactory completion of the CQUniversity Human Research Ethics Committee Low Risk Ethics Application documents and lodgement to the Ethics Committee Secretary for consideration. *Note that successful completion of this assessment item does not necessarily imply that Ethical Approval will be granted by the Committee.*

Referencing Style

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

Submission

Online

Submission Instructions

Upload your submission for this assignment as a Word document or PDF to the appropriate assessment page on Moodle.

Learning Outcomes Assessed

- Prepare an Ethics Application to support the proposed 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