FIT5554
Minor thesis final

Unit Guide

Semester 1, 2013

The information contained in this unit guide is correct at time of publication. The University has the right to change any of the elements contained in this document at any time.

Last updated: 04 Mar 2013
# Table of Contents

**FIT5554 Minor thesis final - Semester 1, 2013**

- Mode of Delivery ................................................................. 1
- Contact Hours ............................................................................. 1
- Workload requirements ................................................................. 1
- Unit Relationships ....................................................................... 1
  - Prohibitions ............................................................................ 1
  - Co-requisites .......................................................................... 1
  - Prerequisites ........................................................................... 1
- Chief Examiner ............................................................................ 1
- Campus Lecturer ......................................................................... 1
  - Caulfield .................................................................................. 1
  - Clayton .................................................................................... 2

**Academic Overview** ................................................................. 3
  - Learning Outcomes ................................................................. 3

**Unit Schedule** ........................................................................ 4
  - Assessment Summary ............................................................... 4
  - Teaching Approach ................................................................. 5

**Assessment Requirements** ...................................................... 6
  - Assessment Policy .................................................................... 6
  - Assessment Tasks ..................................................................... 6
    - Hurdle Requirements ............................................................. 6
    - Participation .......................................................................... 6
- Learning resources ........................................................................ 8
- Feedback to you .......................................................................... 8
- Extensions and penalties ............................................................. 8
- Returning assignments ............................................................... 8
- Assignment submission .............................................................. 8
- Online submission ....................................................................... 8

**Other Information** ................................................................ 9
  - Policies .................................................................................... 9
    - Graduate Attributes Policy ..................................................... 9
  - Student services ........................................................................ 9
  - Monash University Library ....................................................... 9
  - Disability Liaison Unit ............................................................ 10
  - Your feedback to Us ............................................................... 10
FIT5554 Minor thesis final - Semester 1, 2013

This unit is a research/thesis unit for FIT Masters (Honours) degrees, taken in the final stage of the Masters (Honours) course.

Before enrolling in the unit, students need to have reached agreement with a potential supervisor about a research area/feasible research topic for their Minor Thesis project.

**Mode of Delivery**

- Caulfield (Day)
- Clayton (Day)

**Contact Hours**

Regular meetings with supervisor(s) over the course of the unit enrolment.

**Workload requirements**

The workload in this unit is equivalent to a 6 credit point unit, i.e. 12 hours study per week. Contact hours will consist of regular meetings with your supervisor.

**Unit Relationships**

**Prohibitions**

FIT5014, FIT5016, FIT5017, FIT5018

**Co-requisites**

FIT5553

**Prerequisites**

Students must be enrolled in a Faculty of IT Masters (Honours) degree.

**Chief Examiner**

Dr David Squire

**Campus Lecturer**

Caulfield

Dr Tom Denison
Clayton

Dr Tom Denison
Academic Overview

Learning Outcomes

At the completion of this unit students will have -A knowledge and understanding of:

- their research topic and the wider research domain;
- research approaches and methods, and how to resolve research problems and issues;
- well honed skills in critical thinking, analysis, evaluation and synthesis.

Developed attitudes that enable them to:

- have confidence in their ability to undertake independent research, and to plan and execute an individual research project;
- appreciate the significance and contributions of a research culture in both academic and workplace contexts.

Developed the skills to:

- plan and undertake rigorous independent research;
- locate relevant research literature, and critically analyse and evaluate published research findings;
- identify open problems in current research and promising new research directions, and from this to define a viable research topic;
- develop a sound research design and feasible research project plan and schedule;
- communicate effectively research results in a variety of forms, including informal oral presentations, written reports, seminar presentations and poster presentations.

Although research projects are carried out individually, students will be part of a wider research group, with whom they will interact regularly, and participate in research seminars and discussions. At the completion of the unit students will have demonstrated the communication and teamwork skills necessary to:

- communicate research ideas effectively in formal or informal contexts;
- collaborate effectively with others involved in a research project (supervisors, research colleagues, industry collaborators).
**Unit Schedule**

<table>
<thead>
<tr>
<th>Week</th>
<th>Activities</th>
<th>Assessment</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>Students will research an agreed thesis topic under the guidance of their supervisor and will receive feedback on their progress through regular meetings with their supervisor.</td>
<td>No formal assessment or activities are undertaken in week 0</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8</td>
<td></td>
<td></td>
</tr>
<tr>
<td>9</td>
<td></td>
<td></td>
</tr>
<tr>
<td>10</td>
<td></td>
<td></td>
</tr>
<tr>
<td>11</td>
<td></td>
<td></td>
</tr>
<tr>
<td>12</td>
<td></td>
<td>Final Presentation: due Week 14 in the second semester of candidature at a time to be scheduled - 5% and Minor Thesis: due Week 15, Week 15, Friday 3pm in the second semester of candidature (or the first available week day previous to this date if the Friday falls on a University holiday) - 80%</td>
</tr>
<tr>
<td>SWOT VAC</td>
<td></td>
<td>No formal assessment is undertaken in SWOT VAC</td>
</tr>
</tbody>
</table>

*Unit Schedule details will be maintained and communicated to you via your learning system.

**Assessment Summary**

At the completion of the requirements for the thesis the following components of assessment will be completed:

Research Proposal: 5%; Literature Review: 10%; Interim Presentation: hurdle; Final Presentation: 5%; Thesis (normally 10,000 - 20,000 words): 80%

These assessment tasks will be completed over the course of several units in the Minor Thesis program but the overall grade for the thesis will only be finalised on completion of FIT5554 (24pts).
Unit Schedule

<table>
<thead>
<tr>
<th>Assessment Task</th>
<th>Value</th>
<th>Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Final Presentation</td>
<td>5% of the 24 cpt thesis</td>
<td>Week 14 at a seminar time to be scheduled.</td>
</tr>
<tr>
<td>Minor Thesis (10,000 to 20,000 words)</td>
<td>80% of the 24 cpt thesis</td>
<td>Week 15, Friday 3pm in the second semester of candidature (or the first available week day previous to this date if the Friday falls on a University holiday)</td>
</tr>
</tbody>
</table>

Teaching Approach

Research activities

Students will research an agreed thesis topic under the guidance of their supervisor and will receive feedback on their progress through regular meetings with their supervisor.
Assessment Requirements

Assessment Policy

Faculty Policy - Unit Assessment Hurdles

Academic Integrity - Please see the Demystifying Citing and Referencing tutorial at http://lib.monash.edu/tutorials/citing/

Assessment Tasks

Hurdle Requirements

Non-assessable Hurdle - Interim Presentation (see Participation)

Participation

This unit forms part of the sequence of units comprising the Minor Thesis in the Faculty of Information Technology.

The exit point for the Minor Thesis is FIT5554 - 24 cpts and is applicable to:

- Master of Information Technology (Honours),
- Master of Information Technology Professional,
- Master of Business Information Systems (Honours).

At the completion of the requirements for the thesis the following components of assessment will be completed:

- Research Proposal: (approximately 3000 words) 5%;
- Literature Review: (approximately 6000 words) 10%;
- Interim Presentation: hurdle;
- Final Presentation: 5%;
- Thesis (normally 10,000 - 20,000 words): 80%

These assessment tasks will be completed over the course of several units in the Minor Thesis program but the overall grade for the thesis will only be finalised on completion of FIT5554 - 24 cpts.

Please refer to the Unit Guides for FIT5551, and FIT5554 for a description of the assessment items to be completed over the course of the Minor Thesis.

The following components will be assessed during the course of this unit:

Final Presentation: 5%; Thesis (normally 10,000 - 20,000 words): 80%

- Assessment task 1

  Title: Final Presentation

  Description:
Assessment Requirements

Present a 20 minute presentation on your research project to your peers with an additional 5 minute question period. The presentation should clearly identify the research problem, significance and aims. The background research context should be outlined and the research approach and method clearly defined. The research outcomes and possible avenues for further research should be presented. The presentation should be well structured and concisely delivered. The presenter will be required to answer questions raised by their peers and the academic staff.

**Weighting:**
5% of the 24 cpt thesis

**Criteria for assessment:**
- Content and Structure of Presentation - /70
- Presentation Delivery - /30

**Total - /100**

**Due date:**
Week 14 at a seminar time to be scheduled.

• **Assessment task 2**

**Title:**
Minor Thesis (10,000 to 20,000 words)

**Description:**
Submit a Minor Thesis of 10,000 to 20,000 words that describes your research.

The thesis should be well structured and contain an abstract, table of contents and correct referencing.

It will provide a clear description of the objectives of the project, will include a comprehensive literature review, and describe the methodology used.

The thesis will provide a good analysis of the evaluation of results, and contain the correct grammar and expression.

The presentation of the thesis document will be consistent with the standard expected of academic writing in the field.

**Weighting:**
80% of the 24 cpt thesis

**Criteria for assessment:**
- Difficulty of task - /10
- Quality and substance of report consistent with presentation - /40
- Achievement - /50

**Total - /100**

**Due date:**
Week 15, Friday 3pm in the second semester of candidature (or the first available week day previous to this date if the Friday falls on a University holiday)
Learning resources

Monash Library Unit Reading List
http://readinglists.lib.monash.edu/index.html

Feedback to you

Types of feedback you can expect to receive in this unit are:

- Other: Supervisor meetings and seminar presentations.

Extensions and penalties

Submission must be made by the due date otherwise penalties will be enforced.

You must negotiate any extensions formally with your campus unit leader via the in-semester special consideration process:

Returning assignments

Students can expect assignments to be returned within two weeks of the submission date or after receipt, whichever is later.

Assignment submission

It is a University requirement (http://www.policy.monash.edu/policy-bank/academic/education/conduct/plagiarism-procedures.html) for students to submit an assignment coversheet for each assessment item. Faculty Assignment coversheets can be found at http://www.infotech.monash.edu.au/resources/student/forms/. Please check with your Lecturer on the submission method for your assignment coversheet (e.g. attach a file to the online assignment submission, hand-in a hard copy, or use an online quiz).

Online submission

If Electronic Submission has been approved for your unit, please submit your work via the learning system for this unit, which you can access via links in the my.monash portal.
Other Information

Policies

Monash has educational policies, procedures and guidelines, which are designed to ensure that staff and students are aware of the University’s academic standards, and to provide advice on how they might uphold them. You can find Monash’s Education Policies at: www.policy.monash.edu.au/policy-bank/academic/education/index.html

Key educational policies include:

- Plagiarism;  
  http://www.policy.monash.edu/policy-bank/academic/education/conduct/plagiarism-policy.html
- Assessment in Coursework Programs;  
- Special Consideration;  
  http://www.policy.monash.edu/policy-bank/academic/education/assessment/special-consideration-policy.html
- Grading Scale;  
  http://www.policy.monash.edu/policy-bank/academic/education/assessment/grading-scale-policy.html
- Discipline: Student Policy;  
  http://www.policy.monash.edu/policy-bank/academic/education/conduct/student-discipline-policy.html
- Academic Calendar and Semesters;  
  http://www.monash.edu.au/students/dates/
- Orientation and Transition;  
  http://intranet.monash.edu.au/infotech/resources/students/orientation/
- Academic and Administrative Complaints and Grievances Policy;  
  http://www.policy.monash.edu/policy-bank/academic/education/management/complaints-grievance-policy.html
- Code of Practice for Teaching and Learning;  
- Graduate Attributes Policy  
  http://www.policy.monash.edu/policy-bank/academic/education/management/monash-graduate-attributes-policy.html

Student services

The University provides many different kinds of support services for you. Contact your tutor if you need advice and see the range of services available at http://www.monash.edu.au/students. For Sunway see http://www.monash.edu.my/Student-services, and for South Africa see http://www.monash.ac.za/current/.

Monash University Library

The Monash University Library provides a range of services, resources and programs that enable you to save time and be more effective in your learning and research. Go to www.lib.monash.edu.au or the library tab in my.monash portal for more information. At Sunway, visit the Library and Learning Commons at http://www.lib.monash.edu.my/. At South Africa visit http://www.lib.monash.ac.za/.
Disability Liaison Unit

Students who have a disability or medical condition are welcome to contact the Disability Liaison Unit to discuss academic support services. Disability Liaison Officers (DLOs) visit all Victorian campuses on a regular basis.

Website: http://www.monash.edu/equity-diversity/disability/index.html
Telephone: 03 9905 5704 to book an appointment with a DLO; or contact the Student Advisor, Student Community Services at 03 55146018 at Sunway
Email: dlu@monash.edu
Drop In: Equity and Diversity Centre, Level 1, Building 55, Clayton Campus, or Student Community Services Department, Level 2, Building 2, Monash University, Sunway Campus

Your feedback to Us

Monash is committed to excellence in education and regularly seeks feedback from students, employers and staff. One of the key formal ways students have to provide feedback is through the Student Evaluation of Teaching and Units (SETU) survey. The University’s student evaluation policy requires that every unit is evaluated each year. Students are strongly encouraged to complete the surveys. The feedback is anonymous and provides the Faculty with evidence of aspects that students are satisfied and areas for improvement.

For more information on Monash’s educational strategy, see:

www.monash.edu.au/about/monash-directions and on student evaluations, see:
www.policy.monash.edu/policy-bank/academic/education/quality/student-evaluation-policy.html