FIT5551
Minor thesis part 1

Unit Guide

Semester 1, 2014

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FIT5551 Minor thesis part 1 - Semester 1, 2014

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)

Workload Requirements

Minimum total expected workload equals 12 hours per week. Students will be expected to hold regular meetings with supervisor(s) over the course of the semester.

Unit Relationships

Prohibitions

FIT5014, FIT5016, FIT5017, FIT5018

Co-requisites

FIT4005 or FIT5185

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 David Squire
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
Academic Overview

Learning Outcomes

At the completion of this unit students will have made substantial and measurable progress towards -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>Thesis Topic selection</td>
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<td>5</td>
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<tr>
<td>6</td>
<td>Research Proposal 5% of the 24 cpt thesis. Due 3pm Friday in the first semester of candidature (or the first available week day previous to this date if the Friday falls on a University holiday)</td>
<td></td>
</tr>
<tr>
<td>7</td>
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<td>11</td>
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<tr>
<td>12</td>
<td>Literature Review ** (Due week 14) 10% of the 24cpt thesis and Interim Presentation (** Students who are enrolled in a full time load but in only one 6 cpt thesis unit in the first semester of their Honours program may apply for an extension of up to 3 weeks to the submission date of this assessment task.)</td>
<td></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.

## 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 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).

<table>
<thead>
<tr>
<th>Assessment Task</th>
<th>Value</th>
<th>Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Research Proposal</td>
<td>5% of the 24 cpt thesis</td>
<td>Week 6, 3pm Friday in the first semester of candidature (or the first available week day previous to this date if the Friday falls on a University holiday)</td>
</tr>
<tr>
<td>Literature Review</td>
<td>10% of the 24 cpt thesis</td>
<td>Week 14 <strong>, 3pm Friday in the first semester of candidature (or the first available week day previous to this date if the Friday falls on a University holiday) (</strong> Students who are enrolled in a full time load but in only one 6cpt thesis unit in the first semester of their Honours program may apply for an extension of up to 3 weeks to the submission date of this assessment task.)</td>
</tr>
<tr>
<td>Interim Presentation</td>
<td>This is a non assessable hurdle requirement</td>
<td>Week 14 in the first semester of candidature at a time to be scheduled.</td>
</tr>
</tbody>
</table>
Assessment Requirements

Assessment Policy

Faculty Policy - Unit Assessment Hurdles

Academic Integrity - Please see resources and tutorials at
http://www.monash.edu/library/skills/resources/tutorials/academic-integrity/

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:

Research Proposal: 5%; Literature Review: 10%; Interim Presentation: hurdle.

- Assessment task 1

  Title: Research Proposal
  Description:
Assessment Requirements

Create a research proposal (approximately 3000 words) that clearly identifies the agreed research topic, identifies the problem being studied, and justifies the aims and significance of the project. The proposal should include a discussion of the research context and background, the proposed methodology, the research design and deliverables. The proposal should also be presented professionally with a standard of written expression appropriate to research publications in the field.

Weighting:
5% of the 24 cpt thesis

Criteria for assessment:
Overall discussion of research to be undertaken for the topic - /80
Overall report writing - /20

Total - /100

Due date:
Week 6, 3pm Friday in the first semester of candidature (or the first available week day previous to this date if the Friday falls on a University holiday)

• Assessment task 2

Title:
Literature Review

Description:
Create a literature review (approximately 6000 words) based on the agreed topic, which provides a critical review of the key literature in the content area. The argument constructed should be coherent and supported by an adequate number of relevant and correctly formatted references. The review should be structured in an appropriate scientific format, and it should be clearly and concisely expressed. The presentation should be of a professional standard and include a title page, table of contents, page numbering and references.

Weighting:
10% of the 24 cpt thesis

Criteria for assessment:
Overall content, scope, depth of discussion - /70
Overall organisation and presentation - /30

Total - /100

Due date:
Week 14 **, 3pm Friday in the first semester of candidature (or the first available week day previous to this date if the Friday falls on a University holiday) (** Students who are enrolled in a full time load but in only one 6 cpt thesis unit in the first semester of their Honours program may apply for an extension of up to 3 weeks to the submission date of this assessment task.)

• Assessment task 3

Title:
Interim Presentation

Description:
Provide a 20 minute (usually 15 mins present + 5 mins questions) summary of the current progress of your research project to your peers. The seminar will be scheduled in week 14 of semester.

Weighting:
This is a non assessable hurdle requirement

Criteria for assessment:
Participation in a 20 minute seminar on the current progress of the research project is a hurdle requirement.

Due date:
Week 14 in the first semester of candidature at a time to be scheduled.

Learning resources

Monash Library Unit Reading List (if applicable to the unit)
http://readinglists.lib.monash.edu/index.html

Faculty of Information Technology Style Guide

Feedback to you

Examination/other end-of-semester assessment feedback may take the form of feedback classes, provision of sample answers or other group feedback after official results have been published. Please check with your lecturer on the feedback provided and take advantage of this prior to requesting individual consultations with staff. If your unit has an examination, you may request to view your examination script booklet, see http://intranet.monash.edu.au/infotech/resources/students/procedures/request-to-view-exam-scripts.html

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: http://www.monash.edu.au/exams/special-consideration.html

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/student-academic-integrity-managing-plagiarism-collusion-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). Please note that it is your responsibility to retain copies of your assessments.
Assessment Requirements

**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:

Key educational policies include:

• Student Academic Integrity Policy and Student Academic Integrity: Managing Plagiarism and Collusion Procedures;
  http://www.policy.monash.edu/policy-bank/academic/education/conduct/student-academic-integrity-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

Faculty resources and policies

Important student resources including Faculty policies are located at
http://intranet.monash.edu.au/infotech/resources/students/

Graduate Attributes Policy

http://www.policy.monash.edu/policy-bank/academic/education/management/monash-graduate-attributes-policy.html

Student Charter


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 Malaysia 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 Malaysia, 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 Malaysia
- 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, Malaysia Campus