

EPHUMA 135: Research in Action

Callaghan and Study from Home
 Summer School – 2020 / 2021



The Pathways and Academic Learning Support Centre recognises and respects the unique history and culture of Aboriginal and Torres Strait Islander peoples and their unbroken relationship with the lands and the waters of Australia over millennia. We are dedicated to reconciliation and to offering opportunities for Aboriginal and Torres Strait Islander peoples to access and succeed in higher education. The Centre is committed to providing a culturally safe and inclusive environment for all.

OVERVIEW

Course Description Research in Action provides an opportunity for students to pursue independent research on a topic relevant to their future undergraduate studies. It introduces the academic skills that will be required in undergraduate studies, whilst allowing a degree of self-direction.

Contact Hours **Lecture**
 Face to Face On Campus and Study from Home
 11 hours per Term.

Tutorial
 Face to Face On Campus and Study from Home
 22 hours per Term.

Drop-in (optional)
 Face to Face On Campus
 11 hours per Term.

Summer Term Timetable

		Choose one of these options			
		Lecture - Callaghan and recorded	Tutorial Callaghan	Tutorial Online	Drop-in - (Optional) Callghan
		1 hour	2 hours	2 hours	1 hour
Week 1					
Wednesday, 16 December 2020	Day 1	9 - 10 am	10 - 12 pm	6 - 8 pm	12 - 1 pm
Thursday, 17 December 2020	Day 2	9 - 10 am	10 - 12 pm	6 - 8 pm	12 - 1 pm
Friday, 18 December 2020	Day 3	9 - 10 am	10 - 12 pm	6 - 8 pm	12 - 1 pm
Thursday, 31 December 2020	Census Date				
Week 2					
Monday, 11 January 2021	Day 4	9 - 10 am	10 - 12 pm	6 - 8 pm	12 - 1 pm
Tuesday, 12 January 2021	Day 5	9 - 10 am	10 - 12 pm	6 - 8 pm	12 - 1 pm
Wednesday, 13 January 2021	Day 6	9 - 10 am	10 - 12 pm	6 - 8 pm	12 - 1 pm
Thursday, 14 January 2021	Day 7	9 - 10 am	10 - 12 pm	6 - 8 pm	12 - 1 pm
Friday, 15 January 2021	Day 8	9 - 10 am	10 - 12 pm	6 - 8 pm	12 - 1 pm
Week 3					
Monday, 18 January 2021	Day 9	9 - 10 am	10 - 12 pm	6 - 8 pm	12 - 1 pm
Tuesday, 19 January 2021	Day 10	9 - 10 am	10 - 12 pm	6 - 8 pm	12 - 1 pm
Wednesday, 20 January 2021	Day 11	9 - 10 am	10 - 12 pm	6 - 8 pm	12 - 1 pm
Friday, 29 January 2021	Last Day of Term				
Thursday, 4 February 2021	Fully Graded Date				

COURSE OUTLINE

Unit Weighting 10

Workload Students are required to spend on average 120-140 hours of effort (contact and non-contact) including assessments per 10 unit course.

Attendance and Engagement In addition to face-to-face hours in class, out-of-class study and related work will require an additional commitment of up to 10 hours per week of reading, preparation and study time over the semester.

It is strongly recommended that you attend all weekly lectures and tutorials. If you are unable to attend a class, it is your responsibility to catch up on any missed work by accessing resources available on Blackboard. You are also required to participate in all assessable activities and to submit all assessable items by the due dates, unless prior arrangements have been made.

Assessment items have been developed to reinforce and revise the course material as well as serving to keep you up to date with course content. You should read all relevant material prior to attending lectures and tutorials to maximise your learning opportunities during those sessions. A plan of regular revision throughout the semester is also strongly recommended to help you consolidate information and retain that knowledge for the duration of the course and beyond.

CONTACTS

Course Coordinator Dr Meg Vertigan
Meg.Vertigan@newcastle.edu.au
(02) 4349 4572
Consultation: Individual consultation by request via email on: meg.vertigan@newcastle.edu.au

Teaching Staff Other teaching staff will be advised on the course Blackboard site.

School Office **Pathways and Academic Learning Support Centre Office**
Ground Floor, General Purpose Building, Callaghan
enabling@newcastle.edu.au
02 4921 5558

If you have any questions about your course, please speak with your lecturer or tutor first. You can also contact the Pathways and Academic Learning Support Centre Office if you have any general or administrative enquiries, such as timetable or enrolment issues.

SYLLABUS

- Course Content**
1. Types of research methodology - qualitative and quantitative research process - strategies and searches
 2. Academic integrity and APA style referencing
 3. Source types and critical evaluation
 4. Reading Skills
 5. Notetaking Skills – including summarising and paraphrasing
 6. Research report writing - purpose, structure, and style
 7. Editing and proofreading skills
 8. Oral and PowerPoint presentation skills

- Course Learning Outcomes**
- On successful completion of this course, students will be able to:**
1. Use effective search techniques to find relevant sources within the university library collections for a topic area.
 2. Cite sources appropriately within text and in a reference list.
 3. Critically evaluate different types of sources.
 4. Make effective notes from a variety of sources of information.
 5. Synthesize and logically organize, with academic integrity, key ideas and concepts from qualitative and quantitative information.
 6. Communicate a coherent argument orally and in a written report.

Course Materials All Course materials will be provided via Blackboard and in class.

SCHEDULE

Day	Date	Lecture	Workshop	Assessment Due
Day 1	16 Dec	Overview of the course and introduction to academic research.	Introduction to tutorials & beginning the research journey. Our community: needs vs providers.	
Day 2	17 Dec	The research process: Finding Information	Library workshop: Evaluating and using sources	Portfolio Activity in Tutorial: Evaluating Research 4%
Day 3	18 Dec	Developing a research topic and question.	Academic reading and note-taking	Portfolio Activity in Tutorial: Notetaking / Synthesis Matrix: 3%
Christmas Break				
Day 4	11 Jan	Presenting academic research	Analysing Posters and Presentations/Analysing 3-minute thesis speeches	
Day 5	12 Jan	Individual consultations- as per pre-arranged schedule and portfolio activity.	Individual consultations- as per pre-arranged schedule and portfolio activity.	Portfolio Activity in Tutorial: Individual consultation 4%
Day 6	13 Jan	Identifying stakeholders and gaps in research/introduction to ethics	Preparing for ethics	Annotated Bibliography 10% Portfolio Activity in Tutorial: Ethics 6%
Day 7	14 Jan	Research Methods 1: Quantitative	Interpreting Data/ Writing about graphs/ Speeches	
Day 8	15 Jan	Research Methods 2: Qualitative	Interpreting Data/ Interview skills	Portfolio Activity in Tutorial: Survey Questions 4% Interview Skills 4%
Day 9	18 Jan	Oral and visual presentations	Oral and visual presentations	Oral and Visual Presentations 14%
Day 10	19 Jan	Strengthening your academic writing	Library Workshop 2: Advanced Referencing Skills	Portfolio Activity in Tutorial: Advanced Referencing 7%
Day 11	20 Jan	Organising information and defining your research.	Refining the thesis statement and editing report draft	Report Outline 10% Portfolio Activity in Tutorial: Editing 3%
Research Report - 30% Due to Turnitin 11.59 Wednesday 27th January				

ASSESSMENTS

This course has 5 assessments. Each assessment is described in more detail in the sections below.

	Assessment Name	Due Date	Involvement	Weighting	Learning Outcomes
1	Research Skills Portfolio	Activities in tutorial as per above schedule	Individual	35%	1, 3, 4
2	Oral and Visual Presentation	Monday 18 th January: In class	Individual	15%	1, 2, 5, 6
3	Annotated Bibliography	11.59pm Wednesday 13 th January	Individual	10%	1, 2, 3, 4, 5, 6
4	Research Report Outline	11.59pm Wednesday 20 th January	Individual	10%	5, 6
5	Research Report	11.59pm Wednesday 27 th January	Individual	30%	1, 2, 3, 5, 6

Late Submissions The mark for an assessment item submitted after the designated time on the due date, without an approved extension of time, will be reduced by 5% of the possible maximum mark for that assessment item for each day or part day that the assessment item is late. Note: this applies equally to week and weekend days.

Assessment 1 - Research Skills Portfolio

Assessment Type	Portfolio
Purpose	To prepare students and assist in developing skills and knowledge necessary for academic research in undergraduate studies.
Description	The Research Skills Portfolio is comprised of a variety of activities completed throughout the semester, including work undertaken in tutorials. Further information will be provided in class and on Blackboard.
Weighting	35%
Length	Tutorial activities of varying lengths.
Due Date	In tutorials as per above schedule
Submission Method	Specific Location - in class or online
Assessment Criteria	As specified - in class or online
Return Method	In Class Online
Feedback Provided	Online and in class throughout the term.

Assessment 2 - Oral and Visual Presentation

Assessment Type	Presentation
Purpose	The oral and visual presentation provides an opportunity for students to practise the skills required to organise and present initial research findings in a variety of formats.
Description	Students will present their research findings to their tutorial group orally, and visually, incorporating graphics in a single PowerPoint slide. The presentation (3 minutes) should provide an overview of the initial research students have done and evidence of its relevance to the selected topic/issue and their research question.
Weighting	15%
Length	3 minutes
Due Date	Monday 18 th January: In the tutorial
Submission Method	In Class
Assessment Criteria	Will be provided on Blackboard and in class.
Return Method	Online
Feedback Provided	Online on Blackboard and individually to students during an in-tutorial consultation.

Assessment 3 - Annotated Bibliography

Assessment Type	Written Assessment
Purpose	To develop and assess skills in search techniques, critical appraisal of sources, summary writing, and APA referencing. Feedback can assist students in composing the final research report.
Description	Students will select four (4) sources relevant to their research topic area and question, and synthesise the content and critically analyse the scholarly quality, academic reliability and relevance of information to their chosen topic area. Students must choose one book/book chapter, one website article/page, one newspaper article, and one academic journal article.
Weighting	10%
Length	800 words-excluding quotations and references
Due Date	11.59pm Wednesday 13 th January
Submission Method	Online
Assessment Criteria	Various and will be provided either on Blackboard or in class.
Return Method	Online
Feedback Provided	Online and constructive general feedback will be provided in class.

Assessment 4 - Research Report Outline

Assessment Type	Written Assessment
Purpose	To assist students to determine the main themes of their research, organise and sequence ideas, incorporate APA format referencing, refine their research question, and formulate an overall argument (thesis) which addresses the social problem/issue of their report. Feedback can assist students in composing the final research report.
Description	Students will write a plan for their research report. This will consist of topic sentences and dot points relevant to their topic.
Weighting	10%
Length	500 words
Due Date	11.59pm Wednesday 20 th January
Submission Method	Online
Assessment Criteria	Various and will be provided either on Blackboard or in class.
Return Method	Online
Feedback Provided	Online and constructive general feedback will be provided in class.

Assessment 5 - Research Report

Assessment Type	Report
Purpose	The Research Report will assess skills of sourcing information, critical reading; analysis and understanding of central issues, and synthesising key ideas and information from multiple sources to address a current, local, social issue.
Description	Students will submit a final report which presents the full extent of their research. The report should clearly address the research question and be entirely supported by relevant and credible research. This report must be presented in formal academic writing style, appropriately referenced (APA Style) and suitably formatted. Must be submitted to Turnitin.
Weighting	30%
Length	1800 words
Due Date	11.59pm Wednesday 27 th January
Submission Method	Online
Assessment Criteria	Criteria will be provided on Blackboard
Return Method	Online
Feedback Provided	Online

ADDITIONAL INFORMATION

Grading Scheme

This course is graded as follows:

Range of Marks	Grade	Description
85-100	High Distinction (HD)	Outstanding standard indicating comprehensive knowledge and understanding of the relevant materials; demonstration of an outstanding level of academic achievement; mastery of skills*; and achievement of all assessment objectives.
75-84	Distinction (D)	Excellent standard indicating a very high level of knowledge and understanding of the relevant materials; demonstration of a very high level of academic ability; sound development of skills*; and achievement of all assessment objectives.
65-74	Credit (C)	Good standard indicating a high level of knowledge and understanding of the relevant materials; demonstration of a high level of academic achievement; reasonable development of skills*; and achievement of all learning outcomes.
50-64	Pass (P)	Satisfactory standard indicating an adequate knowledge and understanding of the relevant materials; demonstration of an adequate level of academic achievement; satisfactory development of skills*; and achievement of all learning outcomes.
0-49	Fail (FF)	Failure to satisfactorily achieve learning outcomes. If all compulsory course components are not completed the mark will be zero. A fail grade may also be awarded following disciplinary action.

*Skills are those identified for the purposes of assessment task(s).

Communication Methods

Email is the principal form of communication at the university and within this course. Always use your student email (NUmail), rather than a private email address, and check this at least twice a week. Please be courteous in your email communication and in the online space. The University of Newcastle has a **Social Media Communication Guideline** that covers all communications in the University for staff and students. As Course Coordinator I will try to respond to your email within two (2) working days. I will not normally respond to emails over the weekends.

Blackboard is used to distribute lecture material, announcements and other course information. It is also used for online topic quizzes and to allow students to track their individual progressive assessment results throughout the semester via My Grades. Recorded versions of the lectures (UON Capture) will also be available via Blackboard.

Discussion Forums on Blackboard. You can ask questions about minor issues on the Discussion Forums set up on Blackboard. Students are strongly encouraged to use these to communicate with each other, discuss issues relating to the course and solve minor problems or similar matters. To start you off an Introductory Forum will be available from Week 1.

Course Evaluation

Each year feedback is sought from students and other stakeholders about the courses offered in the University for the purposes of identifying areas of excellence and potential improvement.

Academic Misconduct

All students are required to meet the academic integrity standards of the University. These standards reinforce the importance of integrity and honesty in an academic environment. Academic Integrity policies apply to all students of the University in all modes of study and in all locations. For the Student Academic Integrity Policy, refer to: <https://policies.newcastle.edu.au/document/view-current.php?id=35>.

Adverse Circumstances	You are entitled to apply for special consideration because adverse circumstances have had an impact on your performance in an assessment item. This includes applying for an extension of time to complete an assessment item. Prior to applying you must refer to the Adverse Circumstances Affecting Assessment Items Procedure, available at https://policies.newcastle.edu.au/document/view-current.php?id=236 . All applications for Adverse Circumstances must be lodged via the online Adverse Circumstances system, along with supporting documentation.
Important Policy Information	The 'HELP for Students' tab in UONline contains important information that all students should be familiar with, including various systems, policies and procedures.
Timetable	Your timetable for this course is available via the myUON Student Portal or at: https://spprd.newcastle.edu.au/scientia/timetable.html
Written Assessment Word Limits	Word limits for your written assessments include headings, sub-heading, in-text citations, quotes and referencing but does not include the list of references, appendices and footnotes. You will not receive a penalty for exceeding the word limit (there is a tolerance of up to 10%), but any work after the maximum word limit may not be included within the allocation of marks.
Student Support	A wide range of help and advice is available during your studies. You can find out more on your Program Blackboard site, via the Student Liaison Officer or the Indigenous Enabling Learning Advisor.
Workplace Health and Safety Requirements	There are no specific WH&S requirements for this course.