Pathways and Academic Learning Support Centre

EPHUMA 135: Research in Action

Online
Semester 2 - 2023

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 allows students to pursue their passion for their discipline by completing an independent research project on an issue of interest to them. Undertaking this project and engaging with the core learning in this course will allow students to demonstrate knowledge and skills related to research methodologies, research processes, and a range of academic literacies including producing and communicating research in appropriate academic formats.   This course will also prompt students to consider the ethical implications of research and the connection between theory and action research. This allows students to demonstrate the skills of analysis and critical thinking that underpins all scholarship and active citizenship. These skills and key learning areas will assist students in participating in future undergraduate studies regardless of their degree destination.

Contact Hours   **Self-Directed Learning**
Self-Directed
12 hour(s) per Term Full Term
Self-Directed learning is equivalent to face-to-face contact hours. It involves engagement with course materials that are delivered at a time that suits you via short videos, course notes, podcasts, readings and other activities.

Tutorial
Online
22 hour(s) per Term Full Term

Workshop
Face to Face On Campus
6 hour(s) per Term Full Term

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.

CONTACTS

Course Coordinator	Miss Zoe Crittenden Zoe.Crittenden@newcastle.edu.au Consultation: I am available via email, phone and face-to-face consultation via Zoom. Please get in touch with me via email to arrange a mutually beneficial time to meet for a consultation. I'm looking forward to meeting you all and working with you on the wonderful project proposals you will develop through the course of the semester.
Teaching Staff	Other teaching staff will be advised on the course Canvas site.

School Office

Callaghan	**Ourimbah**
Ground Floor, General Purpose Building (GP)	HO 168, Humanities Building
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SYLLABUS

Course Content	• Research methodologies (understanding how research is performed) • Research methods and processes (understanding how research data is gathered) • Academic literacies including producing written and verbal texts in accordance with academic conventions and academic integrity requirements • Ethics of action research and the role of the researcher • Engaging with theory and secondary literature
Course Learning Outcomes	**On successful completion of this course, students will be able to:** 1. Apply academic research processes and methodologies to the development of an independent research project at a foundational level. 2. Critically analyse primary and secondary information in order to support an argument at a foundational level. 3. Apply effective academic writing and speaking skills to demonstrate an understanding of research processes. 4. Demonstrate an understanding of academic literacies, including referencing and academic integrity, in the construction of foundational level academic texts.
Course Materials	All course materials will be provided on the course Canvas site.

SCHEDULE

Week	Week Begins	Module Topic	Tutorial Topic	Assessment Due
1	17 Jul	Topic: Welcome to the course and research methodologies	Topic: Course Orientation	**Portfolio** activity: Write a personal reflection of approximately 200 words that discusses the ways research impacts your daily life. Due: Friday 21 July 11:59pm
2	24 Jul	Topic: Research methods	Topic: Designing a research question and introduction to Research Methods	**Portfolio** activity: State a potential research question or questions for your research project. Why is this of interest to you and what do you hope to find out by answering this question? Answer in approximately 200 words. Due: Friday 28 July 11:59pm
3	31 Jul	Topic: Research methods	Topic: Designing research methods	**Portfolio** activity: Explain the research method(s) you will use to answer your research question, including why you have chosen those methods. Due: Friday 4 August 11:59pm
4	7 Aug	Topic: Ethics	Topic: Embedding ethical practice into research	**Portfolio** activity: What are the strengths, weaknesses and potential ethical concerns related to your research project? Answer in approximately 200 words. Due: Friday 11 August 11:59pm
5	14 Aug	Topic: Engaging with theory	Topic: Engaging with theory	**Portfolio** activity: Explain in approximately 200 words how one theoretical perspective – or theoretical lens – can be used to understand your research problem. Due: Friday 18 August 11:59pm
6	21 Aug	Topic: Engaging with secondary literature	Topic: Library Skills	**Portfolio** activity: List four sources that you intend to use in your research proposal. Underneath each source write a short annotation of that source that identifies why and how this source is useful to support your research report proposal and what limitations the source exhibits. Annotations should be three to four sentences in length. Due: Friday 25 August 11:59pm
7	28 Aug	Topic: Oracy and oral presentations	Topic: Analysing Oral Sources	
8	4 Sep	Topic: Interpreting Data	Topic: Interpreting data practice	
9	11 Sep	Topic: Structuring a report	Topic: Writing skills session	
10	18 Sep	Topic: Academic integrity and Referencing	Topic: Academic integrity exercises and completion of AIM	
		Mid Term Break		
		Mid Term Break		
11	9 Oct	**Oral Presentation** is due by Friday 13 October at 11:59pm. Students can either deliver their presentations 'live' in lecture time or prerecord their presentation and upload it to Canvas.		
12	16 Oct	Topic: Report writing and revision	Topic: Report writing and consultations for final assessment	
13	23 Oct	Research Report Proposal is due by Friday 27 October at 11:59pm		
		Examination Period		
		Examination Period		

ASSESSMENTS

This course has 3 assessments. Each assessment is described in more detail in the sections below.

	Assessment Name	Due Date	Involvement	Weighting	Learning Outcomes
1	Research Skills Portfolio	Friday 11:59pm Weeks 1-6 inclusive	Individual	30%	1, 2, 3, 4
2	Oral Presentation	Friday 13 October by 11:59pm (that is, the end of Week 11)	Individual	30%	1, 2, 3, 4
3	Research Report	Friday 27 October by 11:59pm (that is, the end of Week 13)	Individual	40%	1, 2, 3, 4

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   The purpose of the research portfolio is for students to demonstrate their ongoing acquisition of the skills and knowledge necessary to conduct research and to receive formative feedback to assist in improving the research report proposal.
Description   From Module 1 until Module 6 (inclusive) students will be asked to build a research portfolio. Students will be asked to write a research portfolio entry at the completion of each module that responds to a particular prompt question or topic. These are listed in Canvas both in the assessments area and at the end of each module. We will discuss and devote time to these tasks in tutorials, however, students should finalise their submissions outside of class time. Completing these activities in a timely fashion is important to ensure that students receive ongoing feedback on their work.
Weighting   30%
Length   Approx. 200 words each
Due Date   Friday 11:59pm Weeks 1-6 inclusive
Submission Method   Online
Assessment Criteria   You will find a rubric used to assess this task on Canvas.
Return Method   Online
Feedback Provided   Online – Within 14 working days of submission. Rubric, grade band, qualitative comment.

Assessment 2 - Oral Presentation

Assessment Type   Presentation
Purpose   Being able to verbally communicate about research is a fundamental skill of the researcher, who must communicate to their academic community and to funding bodies. Verbal communication in academic contexts is also a fundamental academic literacy that is required throughout undergraduate study and into professional life. This assessment provides an opportunity for students to practice this skill and receive feedback to develop their ongoing abilities in this area.
Description   Students are to give an oral presentation that summarises concisely their research report proposal. Students should use this oral presentation as an opportunity to engage an audience using their verbal skills, so as to demonstrate why this research is important, what research has already been done in the field and what their proposed study will add to our understanding of their issue or topic. Students are permitted to use visual aids such as slides.
Weighting   30%
Length   5 minutes
Due Date   Friday 13 October by 11:59pm (that is, the end of Week 11)
Submission Method   Online or in class - Students can elect to either deliver their presentation 'live' during their regular tutorial time in Week 11, or to prerecord their presentation and upload it to Canvas by the due date.
Assessment Criteria   You will find a rubric used to assess this task on Canvas.
Return Method   Online
Feedback Provided   Online - Within 14 working days of submission. Rubric, grade band, qualitative comment.

Assessment 3 - Research Report

Assessment Type	Report
Purpose	A Research Report Proposal allows students to demonstrate their understanding of key learning outcomes including how to construct research projects that are validly designed and ethical, and how to situate their own research within the broader field of study. It also provides students with the opportunity to practice writing in a report style and using other academic conventions such as referencing.
Description	Students are to write a Research Report Proposal that reports on an investigation they would like to take into an issue or problem of their own choosing. The point here is not that they have undertaken the investigation but that they are proposing a sound methodological study that they would like to study in the future. The Research Report Proposal should include the following sections:

- An introduction that outlines the problem or issue to be considered (approx. 250 words);
- An overview of existing literature or research into the problem (approx. 650 words);
- A methodology that outlines your proposed approach to your investigation, the methods you will use to investigate, and the ethical concerns of your research (approx. 650 words)
- A conclusion (approx. 250 words);
- Reference list.

Research Report Proposals should be fully referenced in APA7 referencing style and in accordance with the conventions of academic integrity. In-text citations, quotations and headings are not included in the word count. In total the research report proposal should be 1800 words long.

Weighting	40%
Length	1800 words
Due Date	Friday 27 October by 11:59pm (that is, the end of Week 13)
Submission Method	Online
Assessment Criteria	You will find a rubric used to assess this task on Canvas.
Return Method	Online
Feedback Provided	Online - Within 14 working days of submission. Rubric, grade band, qualitative comment.

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 regularly. As Course Coordinator I will try to respond to your email within three (3) working days. I will not normally respond to emails over the weekends. 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.
	Canvas is used to distribute your study material including course notes, videos, announcements and other course information. It is also used for the submission and return of online assessment items, online topic quizzes and to allow students to track their individual progressive assessment results throughout the semester via Grades. Your lecturer will provide information on Canvas advising you of what is expected each week and you are advised to check your Modules for advice.
	Discussions: You can ask questions about minor issues on the Discussion forums. Students are strongly encouraged to use these to communicate with each other, discuss issues relating to the course, and solve minor problems. Discussions are also used as a learning space to engage with peers and staff regarding course content.
Additional Contact Details	If you have any questions about your course, please speak with your course coordinator, lecturer or tutor first.
	For general enquiries, please contact the Pathways and Academic Learning Support Centre Office or your Student Liaison Officer. Additional contacts will be available on your Canvas site.

Pathways and Academic Learning Support Centre Office	**Callaghan** Ground Floor, General Purpose Building (GP) Ph: 02 4921 5558 enabling@newcastle.edu.au	**Ourimbah** HO 168, Humanities Building Ph: 02 4348 4076 enabling@newcastle.edu.au
Student Liaison Officer	PALS-SLO@newcastle.edu.au	
Yapug	**Indigenous Enabling Learning Advisor** Hannah Pipe Birabahn Building Ph: 02 4921 7952 Hannah.Pipe@newcastle.edu.au	**Program Convenor** Dan Collins SAS-217, Birabahn Building Ph: 02 4055 3266 Daniel.Collins@newcastle.edu.au

Attendance and Engagement	Students are advised that they are required to spend on average 120-140 hours of effort (contact and non-contact hours including assessments) per semester per 10 unit course. In addition to participation in a live online tutorial each week, other forms of study and course work will require an additional commitment of up to 10 hours per week. This may include but is not limited to: participation in learning opportunities such as drop-in sessions and/or workshops; reading; preparation; note-taking and revision over the semester.
	It is strongly recommended that you participate in your live online tutorial every week. Our data shows that you will get better results if you attend these classes with your peers and take advantage of the learning resources offered each week. If you do have to miss a class, you should catch up on any missed work by accessing tutorial recordings and resources available on your Canvas site. **If you cannot attend at least 50% of your tutorials, please contact your Course Coordinator or Student Liaison Officer and discuss the options.**
	To maximise your learning opportunities, you should read all relevant material prior to attending lectures and tutorials. A plan of regular revision throughout the semester is also strongly recommended to help you manage your time, consolidate information and retain that knowledge for the duration of the course and beyond.
	Assessment items have been designed to reinforce and revise the course material, and ensure you are up to date with course content. You are required to submit all assessable items by the due dates unless prior arrangements have been made.

Timetable	Your timetable for this course is available via the myUni Student Portal and can also be found here.
Software	Free Microsoft Office software is available to enrolled students here and includes 5 TB of free cloud storage with OneDrive.
Written Assessment Word Limits	Word limits for your written assessments should not include headings, sub-heading, in-text citations, quotes, referencing, 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.
Adverse Circumstances	The University acknowledges the right of students to seek consideration for the impact of allowable adverse circumstances that may affect their performance in assessment item(s). Applications for special consideration due to adverse circumstances will be made using the online Adverse Circumstances system where: 1. the assessment item is a major assessment item; or 2. the assessment item is a minor assessment item and the Course Co-ordinator has specified in the Course Outline that students may apply the online Adverse Circumstances system; 3. you are requesting a change of placement; or 4. the course has a compulsory attendance requirement. Before applying you must refer to the Adverse Circumstances Affecting Assessment Items Procedure. In the Pathways and Academic Learning Support Centre, applications for Adverse Circumstances must be lodged via the online Adverse Circumstances system for all individual assessment items worth 30% or greater.
Oral Interviews (Vivas)	As part of the evaluation process of any assessment item in this course an oral examination (viva) may be conducted. The purpose of the oral examination is to verify the authorship of the material submitted in response to the assessment task. The oral examination will be conducted in accordance with the principles set out in the Oral Examination (viva) Procedure. In cases where the oral examination reveals the assessment item may not be the student's own work the case will be dealt with under the Student Conduct Rule.
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. Please refer to the Student Academic Integrity Policy.
Student Support	A wide range of help, advice and support sessions will be available during your studies and emails will be sent throughout the semester as a reminder at key times.
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.
Important Policy Information	The Help button in the Canvas Navigation menu contains helpful information for using the Learning Management System. Students should familiarise themselves with the policies and procedures that support a safe and respectful environment at the University.
Workplace Health and Safety Requirements	There are no specific WH&S requirements for this course.