

GEOG4320A: Thesis Preparation

Callaghan

Semester 1 - 2024



THE UNIVERSITY OF
NEWCASTLE
AUSTRALIA

OVERVIEW

Course Description Thesis Preparation forms part of the Honours Program for Human Geography. This course provides students an opportunity to advance the skills and knowledge they acquired throughout their undergraduate studies through thesis formulation. It covers advanced topics in research methodologies and ethics relevant to the projects undertaken by the cohort of students at this level. This course is part of the multi-sequence research component of honours which requires the development of original research under the supervision of a member of academic staff from the School of Environmental and Life Sciences. In Part A, students will undertake preparation work for their thesis, completing this final body of work in Part B.

Academic Progress Requirements Nil

Contact Hours **Callaghan Workshop**
Face to Face On Campus
2 hour(s) per term

Unit Weighting Workload 20
Students are required to spend on average 120-140 hours of effort (contact and non-contact) including assessments per 10 unit course.

Multi-Term Sequence Advice This course is part of a multi-term sequence. Both Part A and Part B must be completed to meet the requirements of the sequence. Part A and Part B must be completed in consecutive terms. Students must complete Part A before completing Part B. Students must complete the sequence within a twelve month period. If students complete Part A but are unable to complete Part B within the timeframe, they must re-enrol in Part A. Part A cannot be completed as a standalone course, it will only count towards your program once you have successfully completed Part B.

COURSE OUTLINE

CONTACTS

Course Coordinator

Callaghan

A/Pr Kathleen Mee
Kathy.Mee@newcastle.edu.au
(02) 4921 6451
Consultation: Please email Kathy for an appointment.

A/Pr Michelle Duffy
Michelle.Duffy@newcastle.edu.au
(02) 4921 5097
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Teaching Staff

A/Pr Michelle Duffy
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(02) 4921 5097

School Office

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Room C228 Chemistry Building
Callaghan
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9am-5pm (Mon-Fri)

SYLLABUS

Course Content

- Provision of a progress report including discussion and guidance regarding the most appropriate ways to proceed in thesis production.

Course Learning Outcomes

On successful completion of this course, students will be able to:

1. Establish the aims, objectives and boundaries of the thesis, methodology and research plan, and an appropriate timetable for completion.
2. Select appropriate research principles (including ethics where applicable), procedures and capacity to obtain appropriate approval for a research project.
3. Critically analyse and evaluate published research material.
4. Demonstrate scientific writing skills.
5. Present information in written and verbal formats in a logical and comprehensive manner.

ASSESSMENTS

This course has 2 assessments. Each assessment is described in more detail in the sections below.

	Assessment Name	Due Date	Involvement	Weighting	Learning Outcomes
1	Part A - Progress Report	Friday 5pm Week 13	Individual	Ungraded pass if completed	1, 2, 3, 4, 5
2	Part B - Thesis Submission	This assessment is to be completed as part B of the sequence (i.e., GEOG4320B in Semester 2).	Individual	100%	Refer to GEOG4320B course outline

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 10% 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 - Part A - Progress Report

Assessment Type	Report
Purpose	The purpose of the progress report is to ensure students are on track for a timely submission and identify any barriers to progress.
Description	A short report using the template provided on Canvas to be submitted to your academic supervisor and sign off prior to uploading to Canvas.
Weighting	Ungraded pass if completed
Due Date	Friday 5pm Week 13
Submission Method	Online Via Turnitin on Canvas
Assessment Criteria	See Canvas for assessment information
Return Method	Online
Feedback Provided	Online - within 2 weeks of submission
Opportunity to Reattempt	Students WILL NOT be given the opportunity to reattempt this assessment.

Assessment 2 - Part B - Thesis Submission

Assessment Type	Thesis
Purpose	Production of a thesis on a topic relevant to Development Studies
Description	The thesis is examined externally by a person with specialist knowledge in the field concerned and by an internal examiner who is not the Supervisor. The Supervisor will advise the Academic Staff at the Honours Examiners Meeting on the examiners' reports and will discuss any matters concerning the candidature of the student. In the event of the Academic Staff requiring more information the result may be withheld until the Staff are satisfied that the Honours grade awarded to the candidate is a fair result. Note that the weighting includes thesis mark of 50% for GEOG4320B and 20% for GEOG4330 to make a thesis total of 70% in the final grade.
Weighting	100%
Length	100 pages
Due Date	This assessment is to be completed as part B of the sequence (i.e., GEOG4320B in Semester 2).
Submission Method	Online
Assessment Criteria	See Assessment for Honours Guidelines in the Program Information. This is also available on Canvas.
Return Method	Not Returned
Feedback Provided	Online - Will be provided following the examiners meeting in the form of examiners reports from the internal and external examiner.
Opportunity to Reattempt	Students WILL NOT be given the opportunity to reattempt this assessment.

ADDITIONAL INFORMATION

Grading Scheme	This course is Part A of a multi-term sequence. A grade will be awarded at the completion of Part B.
Communication Methods	Communication methods used in this course include: <ul style="list-style-type: none">- Canvas Course Site: Students will receive communications via the posting of content or announcements on the Canvas course site.- Email: Students will receive communications via their student email account.- Face to Face: Communication will be provided via face to face meetings or supervision.
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.
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. For the Student Academic Integrity Policy, refer to https://policies.newcastle.edu.au/document/view-current.php?id=35 .
Adverse Circumstances	<p>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:</p> <ol style="list-style-type: none">1. the assessment item is a major assessment item; or2. 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; or4. the course has a compulsory attendance requirement. <p>Before applying you must refer to the Adverse Circumstance Affecting Assessment Items Procedure available at: https://policies.newcastle.edu.au/document/view-current.php?id=236</p>
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 at https://www.newcastle.edu.au/current-students/respect-at-uni/policies-and-procedures that support a safe and respectful environment at the University.

This course outline was approved by the Head of School. No alteration of this course outline is permitted without Head of School approval. If a change is approved, students will be notified and an amended course outline will be provided in the same manner as the original.

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