WESTERN SYDNEY
UNIVERSITY

School of Computer, Data and Mathematical Sciences

Learning Guide

INFO7016 Postgraduate Project A
Spring 2023

Western Sydney University acknowledges the peoples of the Darug, Dharawal, Eora and Wiradjuri nations. We also acknowledge that the teaching and learning currently delivered across our campuses is a continuance of the teaching and learning that has occurred on these lands for tens of thousands of years.

Subject Details

Subject Code:	INFO7016
Subject Name:	Postgraduate Project A
Credit Points:	10
Subject Level:	7
Assumed Knowledge:	Not Applicable

Note: Students with any problems, concerns or doubts should discuss those with the Subject Coordinator as early as they can.

Subject Coordinator

Name: Dr. Jamie Yang
Phone: +61 2 96859233
Location: ER.G.12, Parramatta South Campus
Email: J.Yang@westernsydney.edu.au
Consultation Arrangement:
Consultation hours: Wednesday 13:00-15:00 ER.G.12, Parramatta South; or via Zoom if necessary. Please also check vUWS site for the most up to date information on consultation arrangement in case of changes.

For subject inquiries, you can also email a staff member directly. Please note that a staff member is typically teaching multiple subjects, so make sure you start the subject line with "INFO7016 PPA" and then include a relevant subject (e.g. inquiries about project allocation, project proposal, project report, etc).

As this subject is offered for multiple disciplines (e.g. MICT, Data Science, AI, and Information Governance), in the email body, please indicate in which program you have enrolled. We need the information to recognise the individual student and provide more specialised advice. Such details also help the staff archive your inquiries or forward your inquiries to the corresponding tutors for processing.

For any subject related inquiries, you need to use your Western Sydney University student email account; we really should not correspondent with students via external email addresses as per the university policy since they are not verifiable.

In addition, the coordinator may use emails to address the subject related issues (e.g. clarifying administrative policies, providing hints to assessment tasks, presenting extra/supplementary materials for the subject studies). So please check your Western Sydney University emails regularly and carefully. It is pivotal for any student wishing to perform well to read all these emails carefully.

Contents

Note: The relevant Learning Guide Companion supplements this document

1

1 About Postgraduate Project A

1.1 An Introduction to this Subject

This is a project-based subject for the Master studies in Computers, Data and Mathematical Sciences. The purpose of this subject is to develop research skills and learn how to manage a research project. Students will engage in research investigation and practical work on a topic in a field of current research interest that is of value to the candidate's professional and intellectual development. Students are expected to actively pursue their interest in an individual research area and undertake self-studies under guidance of a project supervisor. Students will identify research topics in consultation with supervisors, carry out a literature review, define research objectives, establish research methodology, and prepare a research plan. Eventually each student is required to produce a research report with preliminary findings.

1.2 What is Expected of You

Study Load

A student is expected to study an hour per credit point a week. For example a 10 credit point Subject would require 10 hours of study per week. This time includes the time spent within classes during lectures, tutorials or practicals.

Note for Summer Terms: As Summer subjects deliver the same content and classes over a shorter period of time, the subjects are run in a more intensive mode. Regardless of the delivery mode, the study hours for each subject in Summer will be around 30 hours.

Attendance

Students must participate in the regular meetings with their supervisor(s).

Online Learning Requirements

Subject materials will be made available on the Subject's vUWS (E-Learning) site (https://vuws.westernsydney.edu.au/). You are expected to consult vUWS at least twice a week, as all Subject announcements will be made via vUWS. Teaching and learning materials will be regularly updated and posted online by the teaching team.

Special Requirements

Essential Equipment:
Not Applicable
Legislative Pre-Requisites:
Not Applicable

Policies Related to Teaching and Learning
The University has a number of policies that relate to teaching and learning. Important policies affecting students include:

- Assessment Policy
- Bullying Prevention Policy and
- Guidelines
- Enrolment Policy

Academic Integrity and Student Misconduct Rule

Western cares about your success as a student and in your future career. Studying with academic integrity safeguards your professional reputation and your degree. All Western students must:

- be familiar with the policies listed above;
- apply principles of academic integrity;
- act honestly and ethically in producing all academic work and assessment tasks; and
- submit work that is their own and acknowledge any sources used in their work.

Each time you submit an assessment, you will declare that you have completed it individually, unless it is a group assignment. In the case of a group assignment, each group member should be ready to document their individual contribution if needed. You will also declare that no part of your submission has been:

- copied from any other student's work or from any other source except where appropriate acknowledgement is made in the assignment;
- submitted by you in another (previous or current) assessment, except where appropriately acknowledged, and with prior permission from the Subject Coordinator;
- made available to others in any form, where individual work is required;
- written/produced for you by any other person.

The Student Misconduct Rule applies to all students of Western Sydney University including Western Sydney University programs taught by other education providers. You must not engage in academic, research or general misconduct as defined in the Rule or you may be subject to sanctions. The University considers submitting falsified documentation in support of requests to redo, resit or extend submissions, including sitting of deferred examinations, as instances of general misconduct.

More information on studying with integrity is available on the Study with Integrity webpage. It is your responsibility to apply these principles to all work you submit to the University.

Avoid using external 'support' sites or other external help

To avoid the risk of your assignment being shared without your knowledge, do not upload your assignment to any external sites for spelling, grammar or plagiarism checks. Your safest option is to use the free services provided by Library Study Smart or Studiosity.

Avoid using any websites that:

- allow sharing of assignments or other material
- reward sharing of material with credits, tokens; or access to additional materials/features/services;
- provide answers to textbook or assignment/exam questions;
- provide free sample assignments; and/or include order buttons and prices; and/or
- invite you to submit your assignment for plagiarism or grammar or other checks.

Engagement with academic cheating sites will be regarded as misconduct. Academic cheating services often market themselves as 'support'. Engagement with these sites includes:

- Sharing assignments or course material;

- Using online tools provided by these sites to check for plagiarism, grammar or spelling; and/or
- Purchasing writing services, or obtaining a copy of an assignment.

Uploading your work to these sites may lead to your work being shared with others with or without your knowledge and consent.

The Australian Government monitors current and past students' use of academic cheating services, and may report student material found on these sites or other forms of engagement to universities.

Current students with items found on academic cheating sites face sanctions under the Student Misconduct Rule. Outcomes for graduates may include revocation of award. For more information see https://www.westernsydney. edu.au/currentstudents/current_students/student_misconduct_rule.

More advice can be found on the Study with Integrity webpage.

Need help?

If you are having difficulties with understanding or completing an assessment task, contact your Subject Coordinator as soon as possible. Western also has a range of academic support services, including:

- **Library Study Smart**: book a one-to-one Zoom consultation with a literacy expert. You can discuss how to develop your assignment writing and study skills or seek assistance to understand referencing and citation requirements. Check the Library Study Smart website for how-to study guides and tools.
- **Studiosity**: Upload your assignment draft to Studiosity within vUWS to receive writing feedback within 24 hours.
- Online workshops, programs and resources: From maths and stats help to academic literacy and peer support programs, the University has a range of resources to assist.

Please also remember that there is a range of wellbeing support available - from counselling and disability services to welfare.

1.3 Changes to Subject as a Result of Past Student Feedback

The University values student feedback in order to improve the quality of its educational programs. The feedback provided helps us improve teaching methods and Subjects of study. The survey results inform Subject content and design, learning guides, teaching methods, assessment processes and teaching materials.

You are welcome to provide feedback that is related to the teaching of this Subject. At the end of the semester you will be given the opportunity to complete a Student Feedback on Subject (SFU) questionnaire to assess the Subject. You may also have the opportunity to complete a Student Feedback on Teaching (SFT) questionnaire to provide feedback for individual teaching staff.

As a result of student feedback, the following changes and improvements to this subject have recently been made:

- Postgraduate Project A has replaced Master Project 1. This change has been applied to the courses 3698 (Master of Information and Communications Technology - Advanced), 3699 (Master of Information and Communications Technology), 3735 (Master of Data Science), 3765 (Master of Artificial Intelligence), and 3779 (Master of Information Governance).
- Sample project work is provided to make your project management simple.
- On-going research information is updated dynamically for students' reference.

2 Assessment Information

2.1 Subject Learning Outcomes

	Outcome
1	Critically analyse the relevant literature to identify potential research problems in the fields of ICT, DS, AI, and Mathematics.
2	Generate research questions and hypothesis based on the literature review and the changing landscape.
3	Justify the research proposal in relation to its significance in literature and its anticipated impact based on computational thinking, big-data thinking, and/or mathematical thinking.
4	Construct a plan and methodology to conduct research on an identified question/issue/problem.
5	Articulate research aims and findings in professional, formal and informal formats and contexts.
6	Apply self-management skills in planning and executing research within computing contexts.
7	Demonstrate research ethics in synthesising complex information from a range of sources and referencing appropriately.

2.2 Approach to Learning

This is a project-based subject for postgraduate studies. The learning approach of this subject includes workshops, learning sessions for the research project, regular consultation with academic supervisors, and other activities (e.g., program design, surveys, procurement of instrument, seminars) necessary to complete the research project.

Workshops (On-campus class OR Online session [via Zoom or Blackboard Collaborate Ultra]):

One workshop in week 1 is provided to assist students in starting up literature survey, defining research objectives and scope, establishing research methodology and preparing a research plan etc.

Project allocation:

As students are from different programs, the research projects also come from different disciplines and in different shapes. In practice, students in each specific program will work on topics in their discipline and will be guided by supervisors with expertise in the field. That is, Master of Information and Communications Technology (ICT) and Master of Information and Communications Technology (Advanced) students will carry out ICT projects. Similarly, Master of Data Science, Master of Artificial Intelligence, and Master of Information Governance students will work on Data Science, Artificial Intelligence, and Information Governance projects respectively.

Students are required to get a research topic and submit the Supervision Agreement Form by week 3. According to the timeline of the semester and the time management for the research activities, three weeks is long enough to select a research topic from a given list. After week 3, if a student cannot pair with a supervisor on a research project, the student's performance will be greatly affected. Some supervisors may not even accept students after week 3.

Consultation with academic supervisor(s):

Students will carry out the research projects in consultation with academic supervisors. Students should attend the regular meetings (e.g. weekly meetings) with academic supervisor(s) who will guide students throughout the project process.

As stated in the Supervision Agreement Form:

- It is students' responsibility to arrange regular meetings with their supervisors and seek the supervisor's advice on the project progress regularly.
- Students must attend regular research meetings (weekly or fortnightly) on the project progress with the supervisor at an agreed time. After meeting, both student and supervisor need to sign on the Meeting Register (to be provided on vUWS). Failure to attend any meeting may lead to the termination of the supervision arrangement and a "Fail" grade in the subject.
- Student is required to record all project work, data and results in a notebook. The supervisor may require the project notebook to be handed in at an agreed time on the meeting day to facilitate later discussion.
- For communication, it's a common courtesy and professional practice for students to respond to the supervisor's emails in time.

Learning Sessions (self-arranged):

Students should ensure at least two-hour learning session each week to consult vUWS, complete weekly research activities for the research project as per the research plan, work on assessment tasks.

Other activities:

e.g. program design, surveys, procurement of instrument, seminars associated with your project work. On-going research information is updated dynamically in vUWS for students' reference.

2.3 Contribution to Program Learning Outcomes

3698: Master of Information and Communications Technology (Advanced)

Program Learning Outcomes	SLO 1	SLO 2	SLO 3	SLO 4	SLO 5	SLO 6	SLO 7
1. Demonstrate advanced and coherent understanding of fundamental aspects of ICT, including established theories and recent developments from both local and international perspectives, as well as tools and techniques for research, developing, designing and maintaining technologies and methodologies.	Assured	Developed		Assured			
2. Justify solutions to complex problems generating creative ideas in general and specialised areas in ICT			Developed				
3. Communicate clearly and concisely, in a variety of formats, to diverse technical and non-technical audiences guided by the framework of professional and ethical practice		Developed		Developed		Developed	
4. Professionally collaborate with a range of specialists, non-specialists, stakeholders and team members in an effective manner critically reflecting on personal performance for continuous professional development	Assured				Developed	Developed	
5. Further develop knowledge and skills in specialised areas that are closely applicable to ICT profession	Developed						
6. Demonstrate, personal autonomy, accountability and well-developed judgement, in managing the self, the range of ICT products and services, and related research	Assured						Developed
7. Evaluate processes, products, methodologies, and tools for best practice and efficient business functions as part of planning and implementing solutions and in the diagnoses of problems							
8. Execute scholarly research demonstrating skills in the analysis and synthesis of complex information and in the capacity to develop new knowledge or innovations							

3699: Master of Information and Communications Technology

Program Learning Outcomes	SLO 1	SLO 2	SLO 3	SLO 4	SLO 5	SLO 6	SLO 7
1. Demonstrate advanced and coherent understanding of fundamental aspects of ICT, including established theories and recent developments from both local and international perspectives, as well as tools and techniques for research, developing, designing and maintaining technologies and methodologies.			Developed				
2. Justify solutions to complex problems generating creative ideas in general and specialised areas in ICT.		Developed		Developed		Developed	
3. Communicate clearly and concisely, in a variety of formats to diverse technical and non-technical audiences guided by the framework of professional and ethical practice.	Assured				Developed	Developed	
4. Professionally collaborate with a range of specialists, non-specialists, stakeholders and team members in an effective manner critically reflecting on personal performance for continuous professional development.	Developed						
5. Demonstrate, personal autonomy, accountability and well-developed judgement, in managing the self, the range of ICT products and services, and related research.	Assured						Developed
6. Evaluate processes, products, methodologies, and tools for best practice and efficient business functions as part of planning and implementing solutions and in the diagnoses of problems.							
7. Execute scholarly research demonstrating skills in the analysis and synthesis of complex information and in the capacity to develop new knowledge or innovations.							

3735: Master of Data Science

Program Learning Outcomes	SLO 1	SLO 2	SLO 3	SLO 4	SLO 5	SLO 6	SLO 7
1. Apply Data Science methods to problems in various disciplines (e.g. Business, Science, Social Science, Engineering, Education and the Humanities).	Assured			Developed			

Program Learning Outcomes	SLO 1	SLO 2	SLO 3	SLO 4	SLO 5	SLO 6	SLO 7
2. Conduct and manage the formulation of problems and the use of data ethically and responsibly.		Developed	Developed			Developed	
3. Design and conduct data gathering and analysis to provide information and advice that is reliable, valid, timely and relevant.				Developed			
4. Generate interpretive and predictive reports, working alongside professional colleagues in decision-making.					Developed		
5. Provide expert advice to professional colleagues on the validity and reliability of interpretations and predictions based on analysis of large complex data sets.							Developed

3765: Master of Artificial Intelligence

Program Learning Outcomes	SLO 1	SLO 2	SLO 3	SLO 4	SLO 5	SLO 6	SLO 7
1. Critique classical and modern machine learning approaches in addressing real problems.		Developed	Developed	Developed			
2. Communicate clearly and persuasively on the ethics and responsibility of AI technologies providing guidance to developers, designers, business leaders, amongst other stakeholders.	Developed						
3. Integrate foundational knowledge, general principles and methodologies of artificial intelligence (AI) in identifying appropriateness of AI technologies to address complex real world problems and applications.		Developed		Developed		Developed	
4. Evaluate opportunities for the use of modern AI technology in a range of contexts.	Developed		Developed				
5. Analyse the application of natural language understanding theory to practice considering different approaches and applications in real world domains.	Assured						
6. Collaborate with diverse teams and audiences in the design, development, implementation and evaluation of AI technologies incorporating human computer interactions.					Developed		Developed
7. Apply knowledge representation and reasoning in declarative problem solving and reasoning for complex domains.	Developed				Developed		

3779: Master of Information Governance

Program Learning Outcomes	SLO 1	SLO 2	SLO 3	SLO 4	SLO 5	SLO 6	SLO 7
1. Demonstrate an advanced understanding of core and specialised concepts related to information governance, including established theories and recent developments with both local and international perspectives.	Assured			Developed			
2. Integrate theoretical and practical knowledge to critically analyse and solve complex legal and business problems, which can be inter-disciplinary in professional practice.		Developed	Developed			Developed	
3. Demonstrate a high level of personal autonomy and accountability, in acquisition and application of knowledge and skills and in problem solving in professional context.				Developed			
4. Have an advanced and integrated understanding of collaborative environments, recognise diversity in the local and international contexts of governance.					Developed		
5. Develop skills in scholarly research, planning and conducting research-based project and communicate effectively through discipline-appropriate written and visual materials to diverse audiences.							Developed

2.4 Assessment Summary

The assessment items in this Subject are designed to enable you to demonstrate that you have achieved the Subject learning outcomes. Completion and submission of all assessment items which have been designated as mandatory or compulsory is essential to receive a passing grade.

To pass this Subject you must:

Complete all the required items:
- submit the Supervision Agreement (Learning Contract) via vUWS by the due date
- submit Project Proposal and Project Report of professional standard by due dates
- achieve a minimum overall mark of 50%
- maintain a meeting register and/or meeting minutes for supervisor meetings

Item	Weight	Due Date	SLOs Assessed	Manda-tory	Threshold
Learning Contract	0%	By 6:00pm AEST, Friday, 11 August 2023 (week 3)	2, 6	No	Yes
Proposal	35%	By 6:00pm AEST, Friday, 1 September 2023 (week 6)	1, 2, 3, 4, 6	No	No
Report	65%	By 6:00pm AEST, Friday, 27 October 2023 (week 14)	3, 4, 5, 6, 7	No	No

Feedback on Assessment

Feedback is an important part of the learning process that can improve your progress towards achieving the learning outcomes. Feedback is any written or spoken response made in relation to academic work such as an assessment task, a performance or product. It can be given to you by a teacher, an external assessor or student peer, and may be given individually or to a group of students. As a Western Sydney University student, it is your responsibility to seek out and act on feedback that is provided to you as a resource to further your learning.

Feedback for the project proposal and final report can be expected two (2) weeks after the due date.

2.5 Assessment Details

2.5.1 Learning Contract

Weight:	0%
Type of Collaboration:	Individual
Due:	By 6:00pm AEST, Friday, 11 August 2023 (week 3)
Submission:	via vUWS
Format:	Supervision Agreement Form in MS word format.
Length:	1 page
Curriculum Mode:	Learning Contract
Threshold Detail:	To pass this subject you must submit your signed Supervision Agreement by the due date of Friday, Week 3.

A copy of the Supervision Agreement Form is available for download in vUWS. You will need to complete and sign this form before re-uploading it to vUWS.

Students are required to get a research topic to work on and submit the Supervision Agreement Form by week 3. According to the time line of the semester and the time management for the research activities, three weeks is long enough to select a research topic from a given list. After week 3, if a student cannot pair with a supervisor on a research project, the student's performance will be greatly affected. Some supervisors may not even accept students after week 3.

Resources:

Supervision Agreement Form is available online for download in vUWS.

2.5.2 Proposal

Weight:	35%
Type of Collaboration:	Individual
Due:	By 6:00pm AEST, Friday, 1 September 2023 (week 6)
Submission:	via vUWS
Format:	The proposal should follow a standard proposal format using Harvard WesternSydU Referencing Style. The students may use a different referencing style in consultation with the project supervisors.
Length:	1,500 - 2,500 words
Curriculum Mode:	Proposal

The project proposal provides an overview of the overall project. Students are required to submit 1,500 - 2,500 words (approx.) for the project proposal report which should provide the project title in consultation with the project supervisor and an overview of the research area, formulate objectives and aims of the project, define methodologies, develop timeline, and determine the resource requirements.

Some supervisors may require an oral presentation together with the project proposal. This is to ensure your project process on right track with appropriate planning strategies, well-defined project scope and methodologies, effective communication mechanism, feasible timeline and adequate resources etc. This turned out to be a good practice to success the project process and quality control. Please check with your supervisor whether project presentation is required. If required by your supervisor, prepare to submit the presentation slides and organise a time for presentation.

Resources:

Proposal template and sample proposal are provided in vUWS.

Marking Criteria:

Criteria	Rubrics	Expected Standards
Structure and Details (15 marks)	– Background Content (completeness of preliminary literature review, Identifying Knowledge Gap, Significance) (5 marks) – Objectives (3 marks) – Research Questions (3 marks) – Methodology and its presentation (2 marks) – Program of Work (2 marks)	The proposal is organised following a standard research proposal format and provide details on Project Title, Project Overview/Introduction, Objectives, Methodology, and Timeline. The timeline is provided using either a Gantt Chart or a table.
Writing and Presentation (20 marks)	– Quality of Proposal Writing (12 marks) – Presentation of Proposal (figures/tables) (3 marks) – Referencing and Citation Style (2 marks) – Number and quality references (3 marks) – *Oral Presentation: please check with the project supervisor whether this is specifically required by the project supervisor for assessing the Quality of Proposal.*	The proposal is well proofread, grammatically correct with no typos. The proposal is easy to read and understand. All applicable figures, graphs, charts, and drawings are accurate, correctly labelled (captioned) and cited in the text. The Harvard WesternSydU Referencing Style (or a standard referencing style [such as APA, IEEE, standard Harvard style] as agreed by the supervisor(s)) is used for citations and references. The proposal is produced using a font size of 11 or 12 and contains about 3 pages.

Some supervisors may require an oral presentation together with the project proposal. This is to ensure your project process on right track with appropriate planning strategies, well-defined project scope and methodologies, effective communication mechanism, feasible timeline and adequate resources etc. This turned out to be a good practice to success the project process and quality control. Please check with your supervisor whether project presentation is required. If required by your supervisor, prepare to submit the presentation slides and organise a time for presentation. Then the presentation will be taken into account for the proposal assessment.

2.5.3 Report

Weight:	65%
Type of Collaboration:	Individual
Due:	By 6:00pm AEST, Friday, 27 October 2023 (week 14)
Submission:	via Turnitin on vUWS
Format:	The report should follow a standard report format using Harvard WesternSydU Referencing Style. Students may use a different referencing style in consultation with their project supervisors.
Length:	5,000 - 7,500 words (includes figures, formulas, tables)
Curriculum Mode:	Report

The project report is to demonstrate students' knowledge of previous work undertaken in the chosen field, and their ability to express the findings in a professional way and at a high standard. Please refer to the report template for INFO7016 Postgraduate Project A on vUWS for the format and requirements of the project report. The project report should contain the following Sections: Abstract, Introduction, Aims and Objectives, Literature Review, Methodology, Research Plan and Timeline, Preliminary Results (if any), Summary or Conclusions, References, and if applicable Appendix.

The project report for INFO7016 Postgraduate Project A will be the basis for INFO7017 Postgraduate Project B if you continue to study INFO7017. In this case, the project report for INFO7016 Postgraduate Project A is also called a progress report.

*There is one more option for the report writing. With the project research, if a **Springer style conference paper** (~16 pages) has been drafted out, submission of the research paper as the final report is also acceptable. This would encourage students to be more careful and selective with the report writing.*

Specific University policies on Research include: - Research Ethics policy: https://www.westernsydney.edu.au/research/research_ethics_and_integrity - Research Code of Practice: https://policies.westernsydney.edu.au/document/view.current.php?id=166

Resources:

Report template and sample report are provided in vUWS.

Marking Criteria:

Criteria	Expected Standards
Structure, Clarity of Writing and Overall Presentation (10 Marks)	The report is organised following a standard research reporting format (Cover page, Abstract, Table of Content [List of Figures, Tables, and Abbreviations if appropriate], Introduction and motivation, Literature Review, Methods, Current Progress, Conclusions, References, Appendix (when necessary)). Clear and logical presentation throughout the report. The report is easy to read and understand. The report is well proofread, grammatically correct with no typos. All figures, graphs, charts, and drawings (if and when necessary) are accurate, properly labelled (captioned) and cited in the text.
Aims and Objectives (10 Marks)	The aims and objective(s) and the underlined research questions are clearly articulated.
Literature Review (20 Marks)	Comprehensive but concise literature review. Literature review clearly leads to the knowledge gap and/or the justification of the project.
Methodology (10 Marks)	A methodology as appropriate for the project is clearly articulated.
Current Progress, Timeline, Resource Requirements and Conclusions (10 Marks)	The current progress is described clearly. Resource requirements are clearly specified. For resources that are currently not available, a plan for acquiring those resources is presented. The timeline is provided as a Gantt Chart or a Table. A conclusion which captures the progress of the project is provided.
Referencing (5 Marks)	The Harvard WesternSydU Referencing Style (or a standard referencing style [such as APA, IEEE, standard Harvard style] as agreed by the supervisor(s)) is used for citations and references. All external sources are correctly cited and included in the list of references (bibliography). [Note: information on the Harvard WesternSydU Referencing Style can be found at https://library.westernsydney.edu.au/main/guides/referencing-citation] Students are encouraged to use a referencing system such as EndNote, Mendeley or RefWorks (more information is available via the library website and tutorial videos can be found on YouTube).

2.6 General Submission Requirements

Submission

- All assignments must be submitted by the specified due date and time.
- Complete your assignment and follow the individual assessment item instructions on how to submit. You must keep a copy of all assignments submitted for marking.

Turnitin

- The Turnitin plagiarism prevention system may be used within this Subject. Turnitin is accessed via logging into vUWS for the Subject. If Turnitin is being used with this Subject, this means that your assignments have to be submitted through the Turnitin system. Turnitin is a web-based text-matching software that identifies and reports on similarities between documents. It is also widely utilised as a tool to improve academic writing skills. Turnitin compares electronically submitted papers against the following:
  - Current and archived web: Turnitin currently contains over 24 billion web pages including archived pages
  - Student papers: including Western Sydney University student submissions since 2007
  - Scholarly literature: Turnitin has partnered with leading content publishers, including library databases, text-book publishers, digital reference collections and subscription-based publications (e.g. Gale, Proquest, Emerald and Sage)
- Turnitin is used by over 30 universities in Australia and is increasingly seen as an industry standard. It is an important tool to assist students with their academic writing by promoting awareness of plagiarism. By submitting your work using this link you are certifying that:
  - You hold a copy of this submission if the original is lost or damaged.
  - No part of this submission has been copied from any other student's work or from any other source except where due acknowledgement is made in the submission.
  - No part of this submission has been submitted by you in another (previous or current) assessment, except where appropriately referenced, and with prior permission from the teacher/tutor/supervisor/Subject Coordinator for this subject.
  - No part of this submission has been written/produced for you by any other person except where collaboration has been authorised by the teacher/tutor/supervisor/Subject Coordinator concerned.
  - You are aware that this submission will be reproduced and submitted to plagiarism detection software programs for the purpose of detecting possible plagiarism (which may retain a copy on its database for future plagiarism checking).
  - You are aware that this submission may be de-identified and reproduced in part or in full as an example for future students.
  - You will not make this submission available to any other person unless required by the University.

Self-Plagiarising

- You are to ensure that no part of any submitted assignment for this Subject or product has been submitted by yourself in another (previous or current) assessment from any Subject, except where appropriately referenced, and with prior permission from the Lecturer/Tutor/Subject Coordinator of this Subject.

Late Submission

- If you submit a late assessment, without receiving approval for an extension of time, (see next item), you will be penalised by 10% per day for up to 10 days. In other words, marks equal to 10% of the assignment's weight will be deducted from the mark awarded.
- For example, if the highest mark possible is 50, 5 marks will be deducted from your awarded mark for each late day.
- Saturday and Sunday are counted as one calendar day each.
- Assessments will not be accepted after the marked assessment task has been returned to students.
- This is consistent with Western Sydney University's Assessment Policy

Extension of Due Date for Submission

A student may apply for an extension of the due date for an assessment task if extenuating circumstances outside their control, and sufficiently grave in nature or duration, cause significant disruption to their capacity to study effectively.

To apply for an extension of assessment, please go to https://www.westernsydney.edu.au/currentstudents/current_students/forms for guidance on how to lodge a request for consideration by the Subject Coordinator/Convenor. Extension requests can be lodged before, on or no later than 5.00pm two working days after the due date of the assessment task.

Application forms must be submitted to the Subject Coordinator/Convenor. Requests for extension should be made as early as possible and submitted within policy deadlines. Appropriate, supporting documentation must be submitted with the application. An application for an extension does not automatically mean that an extension will be granted. Assessments will not be accepted after the marked assessment task has been returned to students.

Resubmission

Resubmission of assessment items will not normally be granted if requested.

Disruption to Studies

It is strongly recommended that you attend all scheduled learning activities to support your learning. The University will provide students who have experienced a serious and unavoidable disruption to their studies a Disruption to Studies provision, which is an opportunity to demonstrate that you have met the learning outcomes for the subject. To be eligible for a Disruption to Studies Provision, the disruption must impact your studies for at least three consecutive days. More information, including how to apply for a Disruption to Studies, can be found on the University website https://www.westernsydney.edu.au/currentstudents/current_students/services_and_facilities/special_consideration

Supplementary Assessments

A student may be eligible to apply for a supplementary assessment after the official notification of final Subject results. Please see the Procedures Section of the WSU Assessment Policyfor details of eligibility and the application process.

3 Teaching and Learning Activities

Weeks	Workshop	Session	Instructions	Assessments Due
Week 1 24-07-2023	2-hour information session.			
Week 2 31-07-2023		Self-arranged two-hour learning session to consult vUWS, complete weekly research activities for the research project as per the research plan, work on assessment tasks.	Weekly meeting the project supervisor.	
Week 3 07-08-2023		Self-arranged two-hour learning session to consult vUWS, complete weekly research activities for the research project as per the research plan, work on assessment tasks.	Weekly meeting the project supervisor. Submission of **Supervision Agreement Form**.	- Learning Contract
Week 4 14-08-2023		Self-arranged two-hour learning session to consult vUWS, complete weekly research activities for the research project as per the research plan, work on assessment tasks.	Weekly meeting the project supervisor.	
Week 5 21-08-2023		Self-arranged two-hour learning session to consult vUWS, complete weekly research activities for the research project as per the research plan, work on assessment tasks.	Weekly meeting the project supervisor.	
Week 6 28-08-2023		Self-arranged two-hour learning session to consult vUWS, complete weekly research activities for the research project as per the research plan, work on assessment tasks.	Weekly meeting the project supervisor. Submission of **Project Proposal**.	- Proposal

Weeks	Workshop	Session	Instructions	Assessments Due
			*Optional: Submission of presentation slides if project presentation is required by **project supervisor** (please check with your supervisor).*	
Week 7 04-09-2023		Self-arranged two-hour learning session to consult vUWS, complete weekly research activities for the research project as per the research plan, work on assessment tasks.	Weekly meeting the project supervisor.	
Week 8 11-09-2023				
Week 9 18-09-2023		Self-arranged two-hour learning session to consult vUWS, complete weekly research activities for the research project as per the research plan, work on assessment tasks.	Weekly meeting the project supervisor.	
Week 10 25-09-2023		Self-arranged two-hour learning session to consult vUWS, complete weekly research activities for the research project as per the research plan, work on assessment tasks.	Weekly meeting the project supervisor.	
Week 11 02-10-2023		Self-arranged two-hour learning session to consult vUWS, complete weekly research activities for the research project as per the research plan, work on assessment tasks.	Weekly meeting the project supervisor.	
Week 12 09-10-2023		Self-arranged two-hour learning session to consult vUWS, complete weekly research activities for the research project as per the research plan, work on assessment tasks.	Weekly meeting the project supervisor.	

Weeks	Workshop	Session	Instructions	Assessments Due
Week 13 16-10-2023		Self-arranged two-hour learning session to consult vUWS, complete weekly research activities for the research project as per the research plan, work on assessment tasks.	Weekly meeting the project supervisor.	
Week 14 23-10-2023		Self-arranged two-hour learning session to consult vUWS, complete weekly research activities for the research project as per the research plan, work on assessment tasks.	Weekly meeting the project supervisor. Submission of the **Project Report**.	- Report
Week 15 30-10-2023				
Week 16 06-11-2023				
Week 17 13-11-2023				

The above timetable should be used as a guide only, as it is subject to change. Students will be advised of any changes as they become known on the Subject's vUWS site.

4   Learning Resources

4.1   Recommended Readings

Additional Reading

Barnard, S., & St. James, D. (2012). *Listen, write, present : the elements for communicating science and technology.* Yale University Press.

Berger, A. A. (2008). *The academic writer's toolkit a user's manual.* Left Coast Press.

Bucchi, M., & Trench, B. (Eds.). (2008). *Handbook of public communication of science and technology.* Routledge.

Davies, J. W., & Dunn, I. K. (2011). *Communication skills a guide for engineering and applied science students* (3rd ed.). Prentice Hall.

Farquhar, J. D. (2012). *Case study research for business.* Sage publications.

Gastel, B., & Day, R. A. (2016). *How to write and publish a scientific paper* (8th ed.). Greenwood.

Gillham, B. (2010). *Case Study Research Methods* (1st ed.). Bloomsbury Publishing.

Katz, M. J. (2009). *From research to manuscript: a guide to scientific writing.* Springer.

Merriam, S. B., & Tisdell, E. J. (2016). *Qualitative research : a guide to design and implementation* (4th ed.). Jossey-Bass.

Mills, A. J., Durepos, G., & Wiebe, E. (Eds.). (2010). *Encyclopedia of case study research.* London : SAGE.

Patience, G. S., Boffito, D. C., & Patience, P. A. (2015). *Communicate science papers, presentations, and posters effectively.* Academic Press.

Reeves, C. (2005). *The language of science.* Routledge.

Speight, J. G. (2012). *Clear and concise communications for scientists and engineers.* CRC Press.

Theobald, T. (2016). *Develop Your Presentation Skills* (3rd ed.). Kogan Page.

Walliman, N. (2018). *Research methods : the basics* (2nd ed.). Routledge.

Yin, R. K. (2016). *Qualitative research from start to finish* (2nd ed.). Guilford Press.