INFS4796
THESIS PART B

Course Outline
Semester 2, 2015

Part A: Course-Specific Information

Please consult Part B for key information on Business School policies (including those on plagiarism and special consideration), student responsibilities and student support services.
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PART A: COURSE-SPECIFIC INFORMATION

1 STAFF CONTACT DETAILS

Honours Coordinator: Dr. Farhad Daneshgar
Room: QUAD 2106
Phone No: 9385 4241
Email: f.daneshgar@unsw.edu.au
Consultation Times – TBA

2 COURSE DETAILS

2.1 Teaching Times and Locations
There are no scheduled meetings for Thesis B students, other than those that you organise with your supervisors.

2.2 Units of Credit
The course is worth 18 units of credit.

2.3 Summary of Course
INFS4796 Thesis Part B is about completion of your final Honours thesis. It contains completed thesis with the formatting guidelines provided in 4.1.

The major role of the Honours Coordinator is to ensure you meet the major deadlines to deliver your research proposal at the end of the semester. To achieve this, you are to work under the direction of your supervisor(s).

The INFS4976 course website is maintained on Moodle. Moodle site for this course can be accessed from the log-in page at: http://telt.unsw.edu.au/.

2.4 Course Aims and Relationship to Other Courses
The pre-requisite for the INFS4796 Thesis Part B is a satisfactory completion of INFS4795 Thesis Part A. The aim of the INFS4796 Thesis Part B is successful completion of the Honours thesis. Thesis Part B constitutes the major part of the Honours research project effort.

2.5 Student Learning Outcomes
By the end of this course, you should achieve the following four learning outcomes:

1. Ability to undertake supervised research in IS. This may include the following abilities:
   • to implement a research proposal using a research methodology
   • to critically evaluate literature in order to develop a set of research problems/hypotheses
   • to develop a conceptual model
   • to collect evidence, and to demonstrate results and to validate the findings
   • to discuss implications, contribution and limitations of the research
2. Ability to understand and apply advanced body of knowledge within a specific field of Information System: This may include:
   - Ability to demonstrate a superior command of knowledge in Information System
   - Ability to demonstrate an understanding of research principles and methods appropriate to the Information Systems discipline

3. Ability to present a coherent and sustained argument and disseminate their research in writing.

4. Ability to coherently present the theoretical understandings, methodologies and results of research to through oral presentations to specialists and non-specialist audience.

The Course Learning Outcomes are what you should be able to DO by the end of this course if you participate fully in learning activities and successfully complete the assessment items.

The Learning Outcomes in this course also help you to achieve some of the overall Program Learning Goals and Outcomes for all undergraduate students in the Business School. Program Learning Goals are what we want you to BE or HAVE by the time you successfully complete your degree (e.g. ‘be an effective team player’). You demonstrate this by achieving specific Program Learning Outcomes – what you are able to DO by the end of your degree (e.g. ‘participate collaboratively and responsibly in teams’).

For more information on the Undergraduate Program Learning Goals and Outcomes, see Part B of the course outline.

<table>
<thead>
<tr>
<th>Business Undergraduate Program Learning Goals and Outcomes</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Knowledge: Our graduates will have in-depth disciplinary knowledge applicable in local and global contexts. You should be able to select and apply disciplinary knowledge to business situations in a local and global environment.</td>
</tr>
<tr>
<td>2. Critical thinking and problem solving: Our graduates will be critical thinkers and effective problem solvers. You should be able to identify and research issues in business situations, analyse the issues, and propose appropriate and well-justified solutions.</td>
</tr>
<tr>
<td>3. Communication: Our graduates will be effective professional communicators. You should be able to:</td>
</tr>
<tr>
<td>a. Prepare written documents that are clear and concise, using appropriate style and presentation for the intended audience, purpose and context, and</td>
</tr>
<tr>
<td>b. Prepare and deliver oral presentations that are clear, focused, well-structured, and delivered in a professional manner.</td>
</tr>
<tr>
<td>4. Teamwork: Our graduates will be effective team participants. You should be able to participate collaboratively and responsibly in teams, and reflect on your own teamwork, and on the team’s processes and ability to achieve outcomes.</td>
</tr>
<tr>
<td>5. Ethical, social and environmental responsibility: Our graduates will have a sound awareness of the ethical, social, cultural and environmental implications of business practice. You should be able to:</td>
</tr>
<tr>
<td>a. Identify and assess ethical, environmental and/or sustainability considerations in business decision-making and practice, and</td>
</tr>
</tbody>
</table>
b. Identify social and cultural implications of business situations.

The following table shows how your Course Learning Outcomes relate to the overall Program Learning Goals and Outcomes, and indicates where these are assessed (they may also be developed in tutorials and other activities):

<table>
<thead>
<tr>
<th>Program Learning Goals and Outcomes</th>
<th>Course Learning Outcomes</th>
<th>Course Assessment Item</th>
</tr>
</thead>
<tbody>
<tr>
<td>This course helps you to achieve the following learning goals for all Business undergraduate students:</td>
<td>On successful completion of the course, you should be able to:</td>
<td>This learning outcome will be assessed in the following items:</td>
</tr>
<tr>
<td>1 Knowledge</td>
<td>Explain basics of industry and academic research methodologies and associated methods for data collection and analysis. Understand major activities involved in an IS research project including literature review, conceptualisation, theorising and presentation of the results. Understand basics of managing research projects. Develop an IS research project.</td>
<td>• Project Report • Presentation</td>
</tr>
<tr>
<td>2 Critical thinking and problem solving</td>
<td>Developing skills for critical review of the literature. Understanding standard evaluation methods for assessing various attributes of a research project. Developing a rational argument for the results obtained, and addressing strengths and weaknesses of the research project undertaken.</td>
<td>• Project Report • Presentation</td>
</tr>
<tr>
<td>3a Written communication</td>
<td>Construct written work which is logically and professionally presented</td>
<td>• Project Report • Presentation</td>
</tr>
<tr>
<td>3b Oral communication</td>
<td>Communicate ideas in a succinct and clear manner.</td>
<td>• Presentation • Participation in informal sessions</td>
</tr>
<tr>
<td>4 Teamwork</td>
<td>(Not specifically assessed)</td>
<td></td>
</tr>
<tr>
<td>5a Ethical, social and environmental responsibility</td>
<td>Identify and assess ethical, environmental and sustainability considerations of the IS project undertaken</td>
<td>• Project Report</td>
</tr>
<tr>
<td>5b Social and cultural awareness</td>
<td>Addressing social and cultural implications of the IS project undertaken.</td>
<td>• Project Report</td>
</tr>
</tbody>
</table>
3 LEARNING AND TEACHING ACTIVITIES

3.1 Approach to Learning and Teaching in the Course
You are expected to apply the knowledge and skills gained in INFS4886 and 4887 (Research Topics in Information Systems 1 and 2, respectively) taking into consideration comments you received from your Thesis A presentation. In addition, your supervisor(s) will critically direct you in all aspects of this process.

3.2 Learning Activities and Teaching Strategies
A number of meetings will be set up with the Honours Coordinator (See Course Schedule for meeting/seminar times). Essential information will be provided during these sessions. Please mark these in your diary.

3.3 Ethics Approval
A key deadline students must meet is the submission of ethics application to Associate Professor Graham Low: g.low@unsw.edu.au. You are not permitted to collect data without Ethics Approval. The Business School link to “Human Research Ethics” can be found at: https://www.business.unsw.edu.au/research/research-students/human-research-ethics

4 ASSESSMENT

4.1 Formal Requirements
Your thesis will be examined by two academic staff members of the School nominated by your supervisor (or external examiners if there is no expertise in an area within the School). Both examiners will allocate a mark out of 100 to your thesis. These marks will then be consolidated by the Honours Director and used with your other Stage 4 course marks to determine your overall Honours grade. The weight for each of the above two component is 50%.

To receive a pass grade in this course, you must meet ALL of the following criteria:

- Satisfactory Thesis B presentation and defence to staff and peers at the end of the semester.
- Submit an EndNote library (*.enl file) by email to both your supervisor(s) and the Honours Director.
- Satisfactory quality of your Honours thesis. You must comply with the format of this document as described in Section 4.3.

4.2 Assessment Details
Assessment in this course is based on the formal requirements as described in 4.1.

<table>
<thead>
<tr>
<th>Assessment Task</th>
<th>Learning Outcomes assessed</th>
<th>ASB Graduate Attributes assessed</th>
<th>Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Thesis B Presentation and Defence</td>
<td>3, 4</td>
<td>2, 4</td>
<td>Week 12 (TBA)</td>
</tr>
<tr>
<td>EndNote Library</td>
<td>4</td>
<td>4</td>
<td>Week 12 (TBA)</td>
</tr>
</tbody>
</table>
4.3 Final Thesis Format and Submission Requirements

During Week 12 you will present your Thesis B research project objectives and outcomes to the entire SISTM academic staff with the aim of providing feedback to you prior to your final thesis submission.

Due date for submission of Thesis B is the end of Week 13. Thesis B constitutes the continuation of Thesis A and the official documentation and written communication of your entire thesis research project. Two (2) copies of your final completed thesis must be lodged with the School Office/Honours Director for examination. Spiral bound or clipped copies of the thesis are sufficient for examination purposes. Bound copies of Thesis B must be received by the School before a student will be cleared for graduation. Thesis B has a limit of 50 pages (double spaced, font size 12 pt) or 15,000 words excluding Appendices, Abstract, Bibliography, and Table of Contents.

If there are difficulties in meeting the Week 13 thesis submission deadline, the student must apply for Special Consideration through the normal University procedures, for consideration by the Business School Honours Committee as soon as possible. In (very) exceptional circumstances the Presiding Member of the Business School Honours Committee may grant an extension of time in order to comply with the requirements.

The thesis must include a bibliography and an acknowledgement of all source material. In writing theses students are expected to pay particular attention to matters of presentation.

Please follow the points below for preparation and submission of your Honours Thesis.

i. Two (2) Bound Copies of Thesis Must be Lodged

It is a requirement that you submit two bound copies of your thesis (three copies are required if you have 2 supervisors). Temporary bindings are acceptable for initial submission but fully bound copies are required no later than 2 weeks after the marked thesis has been returned and in order for you to graduate. See information at the end of this appendix for contact details of permanent binding companies.

The School also encourages students to provide an electronic copy of their thesis through Turnitin, for retention by the School, and for deposit in the UNSW repository.

ii. Thesis Content and Format

Each copy of the thesis must contain:

ii.i A title page with the title of the thesis and the name of the author.

At the bottom of this page, write

Submitted for the degree of <degree name (Honours)>
School of Information Systems, Technology and Management
The University of New South Wales
<year of submission>
ii.ii A one page abstract that clearly states

- the problem investigated
- the procedures followed
- the results obtained
- the major conclusions reached

ii.iii The following statement signed by the student

ORIGINALITY STATEMENT

“I hereby declare that this submission is my own work and to the best of my knowledge it contains no material previously published or written by another person, nor material which to a substantial extent has been accepted for the award of any other degree or diploma at UNSW or any other educational institution, except where due acknowledgment is made in the thesis. Any contribution made to the research by others, with whom I have worked at UNSW or elsewhere, is explicitly acknowledged in the thesis.

I also declare the intellectual content of this thesis is the product of my own work, except to the extent that assistance from others in the project's design and conception or in style, presentation and linguistic expression is acknowledged.”

ii.iv All copies of the thesis need to conform to the following standards

- The thesis will be printed on A4 paper.
- All copies will be either 1.5 or double-spaced type. Type size will be at least 12 point (and 10 point for footnotes) in a legible font (e.g. Times, Palatino, Times New Roman etc). The paper will at least be 80gsm and white (i.e. normal printing paper).
- The margins on each side of the sheet will be not less than 40mm on the left side, 20mm on the right side, 30 mm at the top and 20mm on the bottom.
- Pages will be numbered consecutively (i.e. 1,2,3,4 NOT 1.1, 1.2, 2.1, 2.2 etc)
- Diagrams and other illustrations should be, wherever possible included with the text.

iii. Thesis Binding Format

Prior to the award of the degree each candidate needs to ensure the two copies (three if two supervisors are involved) of their thesis are bound in boards, covered with buckram. The bound volumes will have the following lettering on the spine

At the bottom and across – UNSW

70mm from the bottom and across with the degree and the year of submission of the thesis, e.g.

BIS (Co-op)
(Hons)
2015

Spaced evenly between the statement of the degree and the top of the spine, your name, initial first and then last name, reading upwards in one line.
THE UNIVERSITY OF NEW SOUTH WALES
– RECOMMENDED BOOKBINDERS

The following bookbinders are understood to be aware of the University's requirements, however some of them may be out of business from time to time:

*The Green Print Centre at UNSW: http://www.greenprint.unsw.edu.au/ can assist you in binding your thesis. Alternatively the following companies can assist you.

1. All-Book Bindery, 91 Ryedale Road, West Ryde 2114
   Telephone: 9807 6026 (recommended)
2. All States Bookbinding Pty Ltd, 9/13-15 Burrows Road South, St Peters 2044
   Telephone: 9565 5010
3. Betta Book Binding and Printing Service, 26 Fields St, Kanahooka 2530
   Telephone: 02 4261 2998
4. The Bookbinding Co, 212 Elizabeth Street, Sydney, 2000
   Telephone: 9212 2200 or 9211 0551
5. LJ Cullen Pty Ltd, 19 Arab Road, Padstow, 2211
   Telephone: 9772 3200
6. Jenetec Pty Ltd, 79 Austin Street, Lane Cove, 2066
   Telephone: 9427 9669
7. Les Baddock & Sons Pty Ltd, 6 McGill Street, Lewisham, 2049
   Telephone: 9560 9222
8. Sussex Bookbinding Pty Ltd, 3 Jupiter Street, Winston Hills, 2153
   Telephone: 9639 3647.

4.4 Thesis Submission Procedure

Your thesis B submissions consist of:
1. A softcopy of the EndNote library <*.enl> and the Word copy of the proposal to supervisor(s) and Honours Director, by email.
2. Two hardcopies of the entire proposal to the school office.

4.5 Late Submission

Late submissions will only be accepted after prior approval with the Honours Coordinator as well as with supervisors. You will be required to substantiate your application with appropriate documentary evidence such as medical certificates, accident reports etc. Please note that work commitments and computer failures are usually consider insufficient grounds for an extension.

Quality Assurance

The ASB is actively monitoring student learning and quality of the student experience in all its programs. A random selection of completed assessment tasks may be used for quality assurance, such as to determine the extent to which program learning goals are being achieved. The information is required for accreditation purposes, and aggregated findings will be used to inform changes aimed at improving the quality of Business School programs. All material used for such processes will be treated as confidential.
5 COURSE RESOURCES

Course Website
The course website is hosted on Moodle, which you can access via https://my.unsw.edu.au.

You will have access to the course website once you have enrolled in the course. The course website contains the study guides, report details, announcements and other information about the course. It also provides access to private and public forums for various course-related discussions throughout the course.

6 COURSE EVALUATION AND DEVELOPMENT

Each year feedback is sought from students and other stakeholders about the courses offered in the School and continual improvements are made based on this feedback. UNSW's Course and Teaching Evaluation and Improvement (CATEI) Process is one of the ways in which student evaluative feedback is gathered. In this course, we will seek your feedback through end of semester CATEI evaluations.

7 COURSE SCHEDULE

<table>
<thead>
<tr>
<th>Week # Day &amp; Date</th>
<th>Topic</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Week 1 Mon: 27 July</td>
<td>General Meeting</td>
<td>Honours Room</td>
</tr>
<tr>
<td>Week 2 Mon: 3 August</td>
<td>Informal individual meetings with appointment</td>
<td>LiC Office</td>
</tr>
<tr>
<td>Week 3 Mon: 10 August</td>
<td>Informal individual meetings with appointment</td>
<td>LiC Office</td>
</tr>
<tr>
<td>Week 4 Mon: 17 August</td>
<td>Informal individual meetings with appointment</td>
<td>LiC Office</td>
</tr>
<tr>
<td>Week 5 Mon: 24 August</td>
<td>Informal individual meetings with appointment</td>
<td>LiC Office</td>
</tr>
<tr>
<td>Week 6 Mon: 31 August</td>
<td>Informal individual meetings with appointment</td>
<td>LiC Office</td>
</tr>
<tr>
<td>Week 7 Mon: 7 September</td>
<td>Informal individual meetings with appointment</td>
<td>LiC Office</td>
</tr>
<tr>
<td>Week 8 Mon: 14 September</td>
<td>Accepting thesis drafts for a 3rd party review</td>
<td>Through email</td>
</tr>
<tr>
<td>Week 9 Mon: 21 September</td>
<td>Accepting thesis drafts for a 3rd party review</td>
<td>Through email</td>
</tr>
</tbody>
</table>

Mid-semester break: Saturday 26 September – Monday 5 October inclusive
<table>
<thead>
<tr>
<th>Week 10</th>
<th>Mon: 5 October</th>
<th>(Monday 5 Oct is a public holiday) Providing 3rd party feedback on thesis drafts</th>
<th>By email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Week 11</td>
<td>Mon: 12 October</td>
<td>Providing 3rd party feedback on thesis drafts</td>
<td>By email</td>
</tr>
<tr>
<td>Week 12</td>
<td>Thurs: 29 October</td>
<td>FORMAL THESIS B PRESENTATION (Day Event)</td>
<td>TBA</td>
</tr>
<tr>
<td>Week 13</td>
<td>Thurs: 29 October</td>
<td>THESIS SUBMISSION</td>
<td>School Office by 4:30pm Thursday 29th October</td>
</tr>
</tbody>
</table>