



**UNSW**  
SYDNEY

Australia's  
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University



# ARTS4247

## Research Skills in the Humanities

Semester One // 2018

## Course Overview

### Staff Contact Details

#### Convenors

Name	Email	Availability	Location	Phone
Anne O'Brien	anne.obrien@unsw.edu.au	Monday 10-12; Wednesday 11-12	MB 368	02 9385 2384

### School Contact Information

School of Humanities and Languages

Location: School Office, Morven Brown Building, Level 2, 258

Opening Hours: Monday - Friday, 9am - 4:45pm

Phone: +61 2 9385 1681

Fax: +61 2 9385 8705

Email: [hal@unsw.edu.au](mailto:hal@unsw.edu.au)

### Attendance Requirements

A student is expected to attend all class contact hours for a face-to-face (F2F) or blended course and complete all activities for a blended or fully online course.

A student who arrives more than 15 minutes late may be penalised for non-attendance. If such a penalty is imposed, the student must be informed verbally at the end of class and advised in writing within 24 hours.

If a student experiences illness, misadventure or other occurrence that makes absence from a class/activity unavoidable, or expects to be absent from a forthcoming class/activity, they should seek permission from the Course Authority, and where applicable, their request should be accompanied by an original or certified copy of a medical certificate or other form of appropriate evidence.

A Course Authority may excuse a student from classes or activities for up to one month. However, they may assign additional and/or alternative tasks to ensure compliance. A Course Authority considering the granting of absence must be satisfied a student will still be able to meet the course's learning outcomes and/or volume of learning. A student seeking approval to be absent for more than one month must apply in writing to the Dean and provide all original or certified supporting documentation.

For more information about the attendance protocols in the Faculty of Arts and Social Sciences: <https://www.arts.unsw.edu.au/current-students/academic-information/protocols-guidelines/>

### Academic Information

For essential student information relating to: requests for extension; review of marks; occupational health and safety; examination procedures; special consideration in the event of illness or misadventure; student equity and disability; and other essential academic information, see <https://www.arts.unsw.edu.au/current-students/academic-information/protocols-guidelines/>

## **Course Details**

### **Credit Points 6**

### **Summary of the Course**

This course will help you to develop a range of higher-level research skills. It will cover such areas as research methodology, research questions, the literature review, presentation skills, and academic writing. It will help you to identify and develop your research proposal, articulate its point and purpose, and present it in oral and written form. It will thereby support you in the skills you need to produce a sustained research project such as the Honours thesis. The content is delivered through seminars and workshop.

### **At the conclusion of this course the student will be able to**

1. Evaluate the key principles of high-quality quality research in a relevant discipline
2. Locate, analyse and evaluate research relevant to a specific topic
3. Construct and articulate a clear and coherent research proposal
4. Articulate the ethical obligations generated by research in the humanities

### **Teaching Strategies**

This course comprises a two-hour session from Week 1 to Week 9, followed by a six-hour Honours Symposium in Week 13. There is no class from Week 10 to Week 12, which are for self-study and individual consultations on assessments. The two-hour sessions are designed to enable students to learn the skills of conceiving and managing a research project, including locating their research within relevant academic literature, managing the research process, considering appropriate research methods, and communicating research effectively. The seminars will cover topics such as the literature review, online databases, research methodology, and authoring a thesis. At the workshops, students will work with peers from multiple disciplines on specific tasks such as sharpening research questions, brainstorming ideas, understanding their methodologies, fine tuning their timelines, and presenting a critique of completed theses.

# Assessment

## Assessment Tasks

Assessment task	Weight	Due Date	Student Learning Outcomes Assessed
Research presentation	30%	28/05/2018 10:00 AM	2,3
Thesis critique	30%	04/05/2018 04:00 PM	1,4
Research proposal	40%	25/05/2018 04:00 PM	2,3,4

## Assessment Details

### Assessment 1: Research presentation

**Start date:** Not Applicable

**Length:** 15 Minutes

**Details:** Your research presentation will be 15 minutes in duration, and will provide a summary of your research proposal, covering the research topic, statement, rationale, literature review, and methodology. It will be presented in the format of an academic conference paper. You will receive oral feedback at the presentation and written feedback afterwards.

### Assessment 2: Thesis critique

**Start date:** Not Applicable

**Length:** 1500 words

**Details:** 1500 words. Your task is to submit a critical evaluation of one recent Honours thesis in your discipline. Your critique should consider the following: a) Thesis topic b) Literature review c) Thesis structure d) Argument e) Quality of writing. You will have the opportunity to present a short thesis critique to your colleagues. You receive written feedback on the critique.

### Assessment 3: Research proposal

**Start date:** Not Applicable

**Length:** 2,500 words

**Details:** 2500 words excluding references. Your research proposal must cover the following: a) Tentative title of the project b) Project statement c) Rationale d) Literature review e) Methodology f) Tentative chapter outline g) Timeline h) References i) Ethical implications. You will receive written feedback. This is the final assessment for attendance purposes.

## Submission of Assessment Tasks

Students are expected to put their names and student numbers on every page of their assignments.

## Turnitin Submission

If you encounter a problem when attempting to submit your assignment through Turnitin, please telephone External Support on 9385 3331 or email them on [externalteltsupport@unsw.edu.au](mailto:externalteltsupport@unsw.edu.au). Support hours are 8:00am – 10:00pm on weekdays and 9:00am – 5:00pm on weekends (365 days a year). If you are unable to submit your assignment due to a fault with Turnitin you may apply for an extension, but you must retain your ticket number from External Support (along with any other relevant documents) to include as evidence to support your extension application. If you email External Support you will automatically receive a ticket number, but if you telephone you will need to specifically ask for one. Turnitin also provides updates on their system status on Twitter.

Generally, assessment tasks must be submitted electronically via either Turnitin or a Moodle assignment. In instances where this is not possible, it will be stated on your course's Moodle site with alternative submission details.

## Late Assessment Penalties

An assessed task is deemed late if it is submitted after the specified time and date as set out in the course Learning Management System (LMS).

The late penalty is the loss of 5% of the total possible marks for the task for each day or part thereof the work is late. Lateness will include weekends and public holidays. This does not apply to a task that is assessed but no mark is awarded.

Work submitted fourteen (14) days after the due date will be marked and feedback provided but no mark will be recorded. If the work would have received a pass mark but for the lateness and the work is a compulsory course component, a student will be deemed to have met that requirement. This does not apply to a task that is assessed but no mark is awarded.

Work submitted twenty-one (21) days after the due date will not be accepted for marking or feedback and will receive no mark or grade. If the assessment task is a compulsory component of the course a student will automatically fail the course.

## Special Consideration Applications

You can apply for special consideration when illness or other circumstances interfere with your assessment performance.

Sickness, misadventure or other circumstances beyond your control may:

- \* Prevent you from completing a course requirement,
- \* Keep you from attending an assessable activity,
- \* Stop you submitting assessable work for a course,

\* Significantly affect your performance in assessable work, be it a formal end-of-semester examination, a class test, a laboratory test, a seminar presentation or any other form of assessment.

For further details in relation to Special Consideration including "When to Apply", "How to Apply" and "Supporting Documentation" please refer to the Special Consideration website:

<https://student.unsw.edu.au/special-consideration>

## Academic Honesty and Plagiarism

Plagiarism is using the words or ideas of others and presenting them as your own. It can take many forms, from deliberate cheating to accidentally copying from a source without acknowledgement.

UNSW groups plagiarism into the following categories:

**Copying:** using the same or very similar words to the original text or idea without acknowledging the source or using quotation marks. This also applies to images, art and design projects, as well as presentations where someone presents another's ideas or words without credit.

**Inappropriate paraphrasing:** changing a few words and phrases while mostly retaining the original structure and information without acknowledgement. This also applies in presentations where someone paraphrases another's ideas or words without credit. It also applies to piecing together quotes and paraphrases into a new whole, without referencing and a student's own analysis to bring the material together.

**Collusion:** working with others but passing off the work as a person's individual work. Collusion also includes providing your work to another student before the due date, or for the purpose of them plagiarising at any time, paying another person to perform an academic task, stealing or acquiring another person's academic work and copying it, offering to complete another person's work or seeking payment for completing academic work.

**Inappropriate citation:** Citing sources which have not been read, without acknowledging the "secondary" source from which knowledge of them has been obtained.

**Duplication ("self-plagiarism"):** submitting your own work, in whole or in part, where it has previously been prepared or submitted for another assessment or course at UNSW or another university.

Correct referencing practices:

- Paraphrasing, summarising, essay writing and time management
- Appropriate use of and attribution for a range of materials including text, images, formulae and concepts.

Individual assistance is available on request from The Learning Centre (<http://www.lc.unsw.edu.au/>). Students are also reminded that careful time management is an important part of study and one of the identified causes of plagiarism is poor time management. Students should allow sufficient time for research, drafting and proper referencing of sources in preparing all assessment items.

UNSW Library also has the ELISE tool available to assist you with your study at UNSW. ELISE is designed to introduce new students to studying at UNSW but it can also be a great refresher during your study.

Completing the ELISE tutorial and quiz will enable you to:

- analyse topics, plan responses and organise research for academic writing and other assessment tasks
- effectively and efficiently find appropriate information sources and evaluate relevance to your needs
- use and manage information effectively to accomplish a specific purpose



- better manage your time
- understand your rights and responsibilities as a student at UNSW
- be aware of plagiarism, copyright, UNSW Student Code of Conduct and Acceptable Use of UNSW ICT Resources Policy
- be aware of the standards of behaviour expected of everyone in the UNSW community
- locate services and information about UNSW and UNSW Library

Some of these areas will be familiar to you, others will be new. Gaining a solid understanding of all the related aspects of ELISE will help you make the most of your studies at UNSW.

(<http://subjectguides.library.unsw.edu.au/elise/aboutelise>)

## Course Schedule

[View class timetable](#)

### Timetable

Date	Type	Content
Week 1: 26 February - 4 March	Seminar	Introduction to Honours
Week 2: 5 March - 11 March	Seminar	Research questions
Week 3: 12 March - 18 March	Seminar	Literature Review
Week 4: 19 March - 25 March	Seminar	Research Methodology
Week 5: 26 March - 1 April	Seminar	Ethics and values
Break: 2 April - 8 April		
Week 6: 9 April - 15 April	Seminar	Academic writing
Week 7: 16 April - 22 April	Seminar	Academic presentations and speaking skills
Week 8: 23 April - 29 April	Seminar	The finished thesis
Week 9: 30 April - 6 May	Seminar	Roundtable
Week 10: 7 May - 13 May	Seminar	No class Individual consultation
Week 11: 14 May - 20 May	Seminar	No class Individual consultation
Week 12: 21 May - 27 May	Seminar	No class Individual consultation
Week 13: 28 May - 3 June	Seminar	Research Presentations

## **Resources**

### **Prescribed Resources**

Resources will be supplied in class.

### **Recommended Resources**

### **Course Evaluation and Development**

Student feedback will be gathered through MyExperience. It will be analysed and considered in future planning for this course.

### **Image Credit**

Sigiriya, Sri Lanka, 19 Jan 2018. photograph taken by Anne O'Brien

### **CRICOS**

CRICOS Provider Code: 00098G