



School of English, Journalism  
& European Languages

## Unit Outline

HEA411

Research Methodology & Writing  
Semester 1, 2007

<http://www.utas.edu.au/units/HEA411>

<b>Convenor:</b>	Dr Rose Gaby Room: HUM 547 Phone: 6226 2349 Email: R.Gaby@utas.edu.au
<b>Consultation Hours:</b>	Mondays 11-12; Fridays 9-10
<b>Unit Description:</b>	This compulsory unit aims to develop students' research and writing skills to advanced levels, as is appropriate for fourth-year (honours) work in literary studies. Other staff teaching honours English may contribute to the teaching of the unit. The specific focus of work in the unit will be on bibliographical methodologies, the practices of critical writing, the stages of a research project, writing up the project and formatting the final draft.
<b>Unit Aims and Objectives:</b>	<ul style="list-style-type: none"><li>• To help students develop research skills relevant to the range of projects included in literary and cultural studies</li><li>• To identify and analyse the various stages involved in the preparation of the honours research project</li><li>• To present strategies for developing students' writing and editing skills</li><li>• To introduce possibilities for postgraduate research and scholarships.</li></ul>
<b>Learning Outcomes:</b>	Students taking this unit will: <ol style="list-style-type: none"><li>1. build <i>knowledge</i> in the areas described in the Unit Aims and Objectives (above);</li><li>2. enhance skills in<ol style="list-style-type: none"><li>a) written <i>communication</i>, through work on the honours research project;</li><li>b) oral <i>communication</i>, through the presentation of a research project proposal;</li></ol></li><li>3. enhance skills in <i>problem solving</i> through the preparation of an annotated bibliography;</li><li>4. develop their <i>global perspective</i> through the analysis of research methodologies.</li></ol>

<b>Required Texts:</b>	Gibaldi <i>MLA Handbook for Writers of Research Papers</i>
<b>When Taught:</b>	<u>Seminar</u> Monday 1.10 – 4.00pm (wks 1-10) SB.Socsci313
<b>Assessment:</b>	<p>There are four assessment tasks that are designed in relation to specific aspects of the unit:</p> <ol style="list-style-type: none"> <li>1. A research project proposal that will take the form of a written presentation to which students will talk. The proposal will include an introduction to the research project topic, a concise outline of the argument, and a suggested timeframe for completion of the project (40%, due Monday April 2).</li> <li>2. An analysis of the argument in an article supplied (10%, due Monday April 30).</li> <li>3. Editing and formatting of a supplied text (10% due Monday May 7).</li> <li>4. An annotated bibliography of 25 items that may be relevant to the Honours research project (40%, due Monday May 14).</li> </ol> <p>Tasks will be distributed during the seminar in each relevant week.</p> <p>Assessment tasks will be variously marked: the annotated bibliography will usually be marked by the research project supervisor. The research project proposal and presentation will be marked by two members of staff nominated by the Honours Co-ordinator. The argument analysis and editing and formatting exercises will be marked by the lecturer in charge who is also responsible for compiling the final grade.</p>

# LECTURE/SEMINAR SCHEDULE

## Seminar Schedule

Week	Date	Time	Venue	Seminar topic	Staff
1	26 Feb	1.10-4.00	SocSci 313	<ul style="list-style-type: none"> <li>• Introduction to honours</li> <li>• What is the honours research project?</li> <li>• Developing a proposal</li> </ul>	Rose Gaby
2	5 Mar	1.10-4.00	Morris Miller Library	Information retrieval (Session to be confirmed)	Roger Carter
3	<b>12 Mar</b>	<b>LABOUR DAY</b>		<b>NO SEMINAR</b>	
4	19 Mar	1.10-4.00	SocSci 313	MLA Style reference & citation; <i>MLA Handbook</i> (Combined with HEJ)	Rose Gaby
5	26 Mar	1.10-4.00	SocSci 313	Presentation Skills (Combined with HEJ)	Jason Bainbridge
6	2 Apr	1.10-4.00	SocSci 313	Student presentations of research project proposals <b>Research project proposal due</b>	TBA
	<b>9 Apr</b>	<b>EASTER MONDAY</b>		<b>NO SEMINAR</b>	
7	16 Apr	1.10-4.00	SocSci 313	Identifying methodologies; handout provided.	Philip Mead
8	23 Apr	1.10-4.00	SocSci 313	<ul style="list-style-type: none"> <li>• Developing an argument</li> <li>• Preparing an annotated bibliography</li> </ul>	Rose Gaby
9	30 Apr	1.10-4.00	SocSci 313	<ul style="list-style-type: none"> <li>• Formatting the research project</li> <li>• Editing &amp; proof-reading</li> </ul> <b>Argument analysis due</b>	Rose Gaby
10	7 May	1.10-4.00	SocSci 313	RHD programs & scholarships; <b>Editing and formatting exercise due</b>	Anna Johnston
	14 May			<b>Annotated Bibliography due</b>	

# Additional Information

## Submission of Assignments

Students are required to submit a signed cover sheet with every assignment. This includes a declaration that all material submitted is their own work except where there is clear acknowledgement or reference to the work of others and that they have read the University statement on Academic Misconduct (Plagiarism) on the University website at [www.utas.edu.au/plagiarism](http://www.utas.edu.au/plagiarism) or in the Student Information Handbook. Assignment cover sheets are available from the School office. All written assignments must be submitted in hard-copy (not by email or other electronic means) and placed in the essay box at the School office on or before 5pm on the due date. Students are required to keep copies of all submitted assignments. Assignments will be returned within three weeks of the due date; once assignments have been returned no further late assignments will be accepted.

## Late Assignments

Late submissions will be penalized as follows: 10% of the available marks per day for five days, after which the result will be 0%. Late work will be accepted without penalty if accompanied by a medical certificate for the relevant period or a letter from a counsellor in the case of a serious non-medical reason, but you must contact the honours coordinator before the assignment is due.

## Difficulties with your Studies

If you are experiencing difficulties with your studies or assignments, have personal or life planning issues, disability or illness which may affect your course of study, you should raise these with your lecturer and/or one of the following Student Services staff as soon as possible:

- Learning Skills Adviser
- Student Counsellor
- Careers Adviser
- Disability Adviser

## University Statement on Plagiarism and Academic Integrity

"**Plagiarism** is a form of cheating. It is taking and using someone else's thoughts, writings or inventions and representing them as your own; for example, using an author's words without putting them in quotation marks and citing the source, using an author's ideas without proper acknowledgment and citation, copying another student's work. If you have any doubts about how to refer to the work of others in your assignments, please consult your lecturer or tutor for relevant referencing guidelines, and the academic integrity resources on the web at <http://www.utas.edu.au/tl/supporting/academicintegrity/index.html>. The intentional copying of someone else's work as one's own is a serious offence punishable by penalties that may range from a fine or deduction/cancellation of marks and, in the most serious of cases, to exclusion from a unit, a course or the University. Details of penalties that can be imposed are available in the Ordinance of Student Discipline – Part 3 Academic Misconduct, see <http://www.utas.edu.au/universitycouncil/legislation/>."

**The University and any persons authorised by the University may submit your assessable works to a plagiarism checking service, to obtain a report on possible instances of plagiarism. Assessable works may also be included in a reference database. It is a condition of this arrangement that the original author's permission is required before a work within the database can be viewed.**

## Assignment Presentation

The English discipline uses MLA Style, which is characterized by in-text referencing and a list of works cited. See the *MLA Handbook for Writers of Research Papers*, 6th ed. Ed. Joseph Gibaldi (New York: The Modern Language Association of America, 2003).

## Marking Scale

The following distribution of marks and grades is applied in assessing your work:

- First Class (HF)—80-100%
  - Second Class upper division (HU)—70-79%
  - Second Class lower division (HL)—60-69%
  - Third Class (HT)—50-59%
  - Fail (HN)—0-49%
- All marks are subject to moderation

## Assessment Criteria

The following criteria apply to assessment of the research project proposal:

- Clarity of the stated aims of the project
- Evidence of effective research
- Evidence of a well-developed and appropriate essay or project plan
- Evidence of independent thinking

The following criteria apply to assessment of the annotated bibliography:

- Breadth and quality of research undertaken
- Accuracy in use of MLA style
- Attention to expression, spelling, proof-reading