

Honours Program Guide

Bachelor of Business (Honours)

Bachelor of Tourism (Honours)

School of Management

University of Tasmania

2009

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Purposes

The purposes of the Honours program within the School of Management are:

- To provide you with the opportunity to pursue advanced and specialised studies in a field of particular interest to you;
- To advance your knowledge and depth of understanding in your chosen area of study;
- To develop your research, analytical, discursive and argumentation skills;
- To enable you to become part of a collegial and collaborative academic fraternity; and
- To prepare you for possible PhD candidature.

The Benefits to You

- Your undergraduate degree will be significantly distinguished and enhanced, and will serve to set you apart.
- Your employability will be substantially enhanced. Your Honours degree will signify that you are someone with exceptional ability.
- Your Honours degree will qualify you to pursue PhD work.

What's Involved?

The Honours program involves 1 year of full-time, or 2 years of part-time, work in Hobart or Launceston following completion of your undergraduate degree. The program requires you to undertake four (4) coursework units, to participate in the School's research seminars, to undertake a research program of your choice, and to prepare a dissertation that, *inter alia*, reports on the findings of your research. More detail about each of these requirements is provided below under the headings Course Structure and Requirements, and Assessment.

Admission Requirements and Prerequisites

Admission to the Honours program is predicated upon completion of the Bachelor of Business (Bachelor of Commerce prior to 2007), Bachelor of Tourism or related undergraduate degree with an average Credit or higher (minimum grade point average (GPA) of 6.5) for the level 200 and 300 units. A better average will be taken into account as part of the competitive selection process. Exceptions to these requirements may be made only under special circumstances.

A further condition of acceptance into the Honours program is that your research interest and dissertation topic must be complementary to the research interests of the School of Management and its staff, particularly those whom you would wish to supervise your work.

Course Objectives

On successful completion of the Honours program it is expected that you will:

- have gained an in-depth and thorough understanding of the theoretical framework, key concepts and research underpinning the disciplinary area of particular interest to you;
- have developed your ability to analyse and critically appraise key concepts, arguments and research findings within the literature relevant to your disciplinary area;
- have developed your ability to undertake independent research, as well as the skills required to do this satisfactorily;
- be able to meaningfully analyse and discuss research findings and their implications; and
- be suitably qualified to pursue higher degree work should you so desire.

Course Structure and Requirements

The Honours program requires you to undertake three coursework units during the first half of the academic year and one coursework unit during the second half of the year. There are three fundamental purposes to these coursework units: (i) to introduce you to the body of literature underpinning the relevant discipline areas core to the School; (ii) to help facilitate the literature review that forms a central part of your Honours dissertation, and (iii) to provide you with the research skills to conduct your dissertation project. The assessable content of these units will be explained to you by your supervisor and teaching staff, and will be specified in a unit outline.

The coursework units for research methods and the research seminars you are encouraged to attend provide you with extended understanding of social science research methods and the language of management. The first of these units is taught initially in a concentrated block for the full week immediately prior to the start of first semester. The coursework units are then taught in a rolling schedule of classes during the rest of the semester. The research seminars continue through the year.

In addition to these course units you are required to attend and participate in the School's research seminars throughout the year. You are also required to provide a written research proposal and make two (2) presentations on your own work. A written proposal regarding your dissertation is required early in the year and the first presentation will normally be after feedback has been received on the proposal. The second presentation will occur towards the end of second semester, prior to submitting your completed dissertation. What you are expected to include in the proposal and presentations is contained in sections below.

The culmination of your Honours work is the dissertation which will, *inter alia*, explain the nature of your work, report on your survey and critical review of the relevant literature(s), explain and justify your research design and methodology, and report on your research findings and their implications. The dissertation is expected to make an original contribution to the relevant discipline. It must contain no material that has been accepted for a degree or diploma by the University of Tasmania or any other tertiary institution, except by way of background information and duly acknowledged in the dissertation. The length of the dissertation will normally be between 12,000 and 15,000 words. More details as to the content, expected format and layout of the dissertation will be provided separately. Two units, BMA415 and BMA416, combine to constitute your entire dissertation project. There is no separate

assessment for each of these two units, and you will not receive a separate mark for either of them.

The structure of the **Bachelor of Business (Honours) program (course code G4F)**, and the respective weighting of the constituent elements described above, may be summarised in the following way:

Semester 1 –

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|---|-------|
| • BMA401 Research Methods in Management | 12.5% |
| • BMA403 Special Topics in Management | 12.5% |
| • BMA402 Management Honours Seminar | 12.5% |
| • BMA415 Dissertation A | 12.5% |

Semester 2

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|---------------------------------------|-------|
| • BMA417 Data Analysis and Management | 12.5% |
| • BMA416 Dissertation B | 37.5% |

You will also be required to enrol in a “blanket unit code”, under which your overall BBus(Hons) mark will appear. For full-time students this is BMA499; for part-time students this is BMA498.

The structure of the **Bachelor of Tourism (Honours) program (course code G4E)**, and the respective weighting of the constituent elements described above, may be summarised in the following way:

Semester 1

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|---|-------|
| • BMA401 Research Methods in Management | 12.5% |
| • BMA410 Theory and Practice of Tourism
(or other relevant unit selected in conjunction with the Honours Co-ordinator) | 12.5% |
| • BMA402 Management Honours Seminar | 12.5% |
| • BMA415 Dissertation A | 12.5% |

Semester 2

- | | |
|---------------------------------------|-------|
| • BMA417 Data Analysis and Management | 12.5% |
| • BMA416 Dissertation B | 37.5% |

You will also be required to enrol in two “blanket unit codes”, under which your overall BTourism(Hons) mark will appear. For full-time students these are BMA411 and BMA412; for part-time students these are BMA413 and BMA414.

Assessment

1. *BMA401 Research Methods in Management*

The assessable content of this unit will take the form of two (2) assignments, one of which will be the research proposal for your thesis. The unit outline describes the requirements for this document. The precise nature of each, and the respective assessment criteria, will be specified in the course outline. Both will be determined and graded by the lecturer-in-charge, and the two marks will be aggregated to form a mark out of 100 that contributes a maximum of 12.5% of the final Honours result. You may be required to undertake a number of practical exercises during the program.

These will not contribute to your formal assessment but will assist you in completing the assessable assignment work and in internalising the content of the unit.

2. *BMA402 Management Honours Seminar*

The unit covers a variety of issues at the core of management research. It involves attending research seminars in the School of Management, as well as seminars focussed on readings provided to you by the lecturer-in-charge:

- i. You are expected to attend and participate in the School of Management Seminar Series.
- ii. You must attend a series of reading-based seminars throughout the year. These will involve you reading material and discussing it. It is essential that you are able to discuss the issues outlined as significant in the readings. The readings that are chosen will reflect the best social science research of the last generation and will enable discussion of issues of ontology and epistemology.

The unit outline will give details of the assessment requirements. Results of assessment will be aggregated to form a mark out of 100 that then contributes a maximum of 12.5% of the final Honours result.

3. *BMA403 Special Topics in Management*

The unit is primarily focused on the historical development of seminal theories used in organisational studies. The unit outline will give details of the assessment requirements. Results of assessment will be aggregated to form a mark out of 100 that then contributes a maximum of 12.5% of the final Honours result.

4. *BMA410 Theory and Practice in Tourism*

The assessable content of this unit will take the form of two assignments. The precise nature of each, and the respective assessment criteria, will be specified in the course outline. Both will be determined and graded by the lecturer-in-charge, and the two marks will be aggregated to form a mark out of 100 that contributes a maximum of 12.5% of the final Honours result. As well, you will be required to undertake a number of practical exercises during the program. These will not contribute to your formal assessment but will assist you in completing the assessable assignment work and in internalising the content of the unit.

5. *BMA417 Data Analysis and Management*

The assessable content of this unit will take the form of one assignment. The precise nature of the assignment, and the respective assessment criteria, will be specified in the course outline. The assignment will be graded by the lecturers, and a mark out of 100 will contribute a maximum of 12.5% of the final Honours result. You will be required to undertake a number of practical exercises during the program. These will not contribute to your formal assessment but will assist you in completing the assessable assignment work and in internalising the content of the unit.

6. *BMA415 and BMA416 Dissertation*

Both these units combine to constitute the dissertation project for the Honours program. These units are not assessed separately, and you will not receive a separate mark for each of them.

The dissertation contributes 50% of your total Honours year assessment and it will be assessed with reference to the following criteria:

- Your demonstrated comprehension of the chosen disciplinary area of interest;
- Your ability to formulate research questions and propose a methodology suitable to address those questions;
- Your ability to assemble, review and make a well-integrated use of relevant literature;
- Your method(s) of data collection and analysis;
- Your interpretation and discussion of results and their implications, and conclusions drawn from the study;
- Originality of thought;
- Strength of argument;
- The literary standard of the dissertation and its manner of presentation; and
- The overall standard of scholarship, and changes that may need to be made to the dissertation prior to it being hardbound for public access.

You will be provided with separate guidelines in relation to the expected structure, format and presentation of your dissertation.

You will also be required to deliver two presentations in the course of the year about the research you are conducting for your Honours dissertation in BMA415/416. These presentations will be assessed and will contribute to 10% of your final dissertation mark. The unit outline contains guidelines for these presentations.

The due date for submission of your completed dissertation will be **Friday, 23 October, 2009**. You are required to submit three (3) copies loosely bound for examination purposes as well as an electronic copy.

The dissertation will be assessed by two (2) examiners appointed by the Head of School in consultation with your supervisor and the Honours Coordinator. One or both of these examiners may be external to the School of Management. In cases of disagreement between the two examiners, a third may be appointed to arbitrate. Upon completion of the examination process, and prior to final grading, you may be required to make alterations or amendments to the dissertation. When these have been completed you will be required to lodge three (3) hardbound copies with the School – one for the Head of School, one for your supervisor, and one for the Library.

Overall Honours Grades

The awardable grades for Honours are

HF	Honours First Class	80-100%
HU	Honours Second Class (Upper Division)	75-79%
HL	Honours Second Class (Lower Division)	70-74%
HT	Honours Third Class	60-69%

A mark below 60% is deemed not to be eligible for an Honours degree.

The final Honours award is determined by the School's Honours Coordinator and based on the recommendations of the examiners. This also means that the final award is contingent upon the examiners' assessment of the dissertation. In other words, it is the dissertation that will be of most importance in determining your final

Honours grade. Therefore, **you are unlikely to secure any given Honours grade unless the dissertation itself qualifies for this grade in its own right.**

Supervision

Your supervisor performs the role of mentor. In this capacity (s)he will advise you on the tasks, processes and standards expected of you in the Honours program and, more specifically, will help you to formulate and refine your research proposal, to define your research question(s) and objectives, and to provide advice and guidance in respect of your literature review, research design and methodology, the analysis and interpretation of your findings, and the preparation of your dissertation. It is essential that you plan to meet with your supervisor at regular and frequent intervals in order to apprise them of your progress, to exchange ideas, to ensure that your work is well focussed and that your work schedule is maintained, and to gain the benefit of regular feedback.

Normally the selection of supervisor emerges from discussions between the student, the Honours Coordinator, and the relevant member of staff. Ultimately, however, the supervisor's appointment must be a matter of mutual consent and must be approved by the Head of School.

You are also advised to familiarise yourself with the Code of Conduct in Supervision contained in the University's *Research Higher Degrees Handbook*.

Support Facilities and Resources

To support and enable your work during the Honours year the School of Management endeavours to provide office space, computing facilities, and photocopying within reasonable limits. As well, as a research student you have access to extended borrowing privileges from the University library and the inter-library loan and document delivery services provided by the library at no charge.

Scholarships

A limited but not insubstantial amount of scholarship funds to support Honours work are available through the University. Enquiries about, and applications for, these may be made through Jenny Morgan with the University's Public Relations unit, the Head of the School of Management, or the Honours Coordinator.

Key Dates and Recommended Time Frames for 2009

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|---|-------------------|
| • Completion of research proposal | Thursday 17 April |
| • Ethics approval | early-mid May |
| • Completion of literature review | end of May |
| • Completion of research design and methodology | end of June |
| • Research fieldwork | June-July |
| • Data entry and analysis | July-August |
| • Final write-up of findings | August-October |
| • Submission of dissertation | Friday 23 October |
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Useful Contacts

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