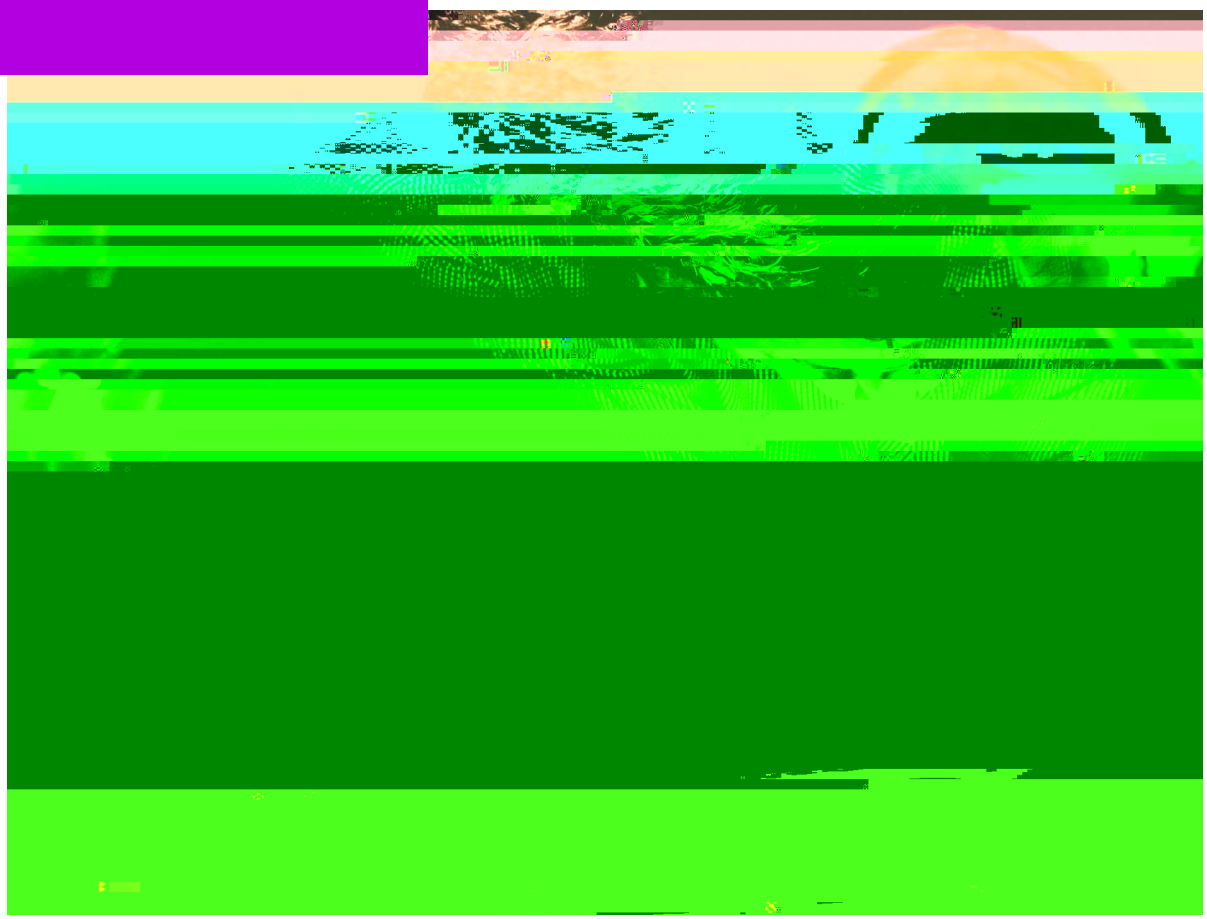


SRAP3002

Social Research and Policy Project

Term One // 2019

School of Social Sciences // UNSW Arts and Social Sciences

Assessment instructions

Referencing style

Assessments should be referenced in accordance with the School of Social Sciences Referencing Guide, available at https://socialsciences.arts.unsw.edu.au/students/resources/policies-guidelines/.

The UNSW Learning Centre provides a range of resources to assist with referencing, including the Harvard system: https://student.unsw.edu.au/harvard-referencing

Downloading and installing the UNSW SoSS style for Endnote: The UNSW SoSS style for Endnote can be downloaded from the School website under the 'Referencing' heading (https://socialsciences.arts.unsw.edu.au/students/resources/policies-guidelines/). Save it to your desktop or other easy to find location such as your 'downloads' folder. Then, follow these installation instructions that are appropriate for EndNote X2 and later:

1. In Windows, or using your Macintosh Finder, browse to the location where you downloaded the style. Double-click on the style file called UNSW SoSS.ens to open it. It should open in the EndNote program.
2. In EndNote, go to the "File" menu and choose "Save As"
3. If required, remove the word "copy" from the end of UNSW SoSS, and then click the Save button.
4. Click on the "File" menu and choose "Close Style".

Assessment Tasks

2. In EndNote, go to the "File" menu and choose "Save As"

Details: This task involves writing a 3000 word report drawing on the research that has been conducted throughout the semester. This is the final assessment in the course for attendance purposes.Students will receive written feedback and a numerical grade within ten days of submission. The rubric will be available to students at the start of the course so that they can work towards specified standards.

Additional details:

This task involves writing a report drawing on the research that has been conducted by the group. It will include research questions, rationale for the research, a literature review (which you have already developed in the Research Proposal task but which will have to be adapted to align with the research conducted and findings), conceptual framework, methodology, data analysis and discussion, conclusions and any appropriate recommendations. Even though you will be working in groups to determine the methodology and to collect data, the final report must be the work of individual students. The aim of this task is to enhance skills in analysing research data and writing up research findings to communicate the results to stakeholders and other recipients of the report. The write-up of the findings and the discussion thereof should constitute the bulk of the final report.

Turnitin setting: This assignment is submitted through Turnitin and students can see Turnitin similarity reports.

Resources

Prescribed Resources

Not available

Recommended Resources

Recommended text

Sarantakos, S. (2012). Social Research (4th ed.). Melbourne: Palgrave Macmillan.

Bryman, A. (2015). Social Research Methods (5th ed.). Oxford: Oxford University.

You will benefit from becoming familiar with GoogleScholar (http://scholar.google.com) as a key search engine for academic publications and reports. You can set up the preferences to link to the UNSW Library even when you are not on campus.

Go to Google Scholar> settings> library links, and enter ‘University of New South Wales’ in the box for “Library”:

You can sign up for Table of Contents (TOC) Alerts from the homepages of relevant journals, to receive an email whenever new articles are published in that journal. Journal websites will often carry information on the most viewed and most cited articles; these are likely to be interesting and often influential contributions. Google Scholar will also point you to articles that have cited a particular article and hence will be related to the topic.

Course Evaluation and Development

Student evaluative feedback is gathered periodically using among other means UNSW’s MyExperience survey. Informal feedback and class-generated feedback are also important. Student feedback is taken seriously and continual improvements are made to the course based in part on such feedback. Significant changes to the course will be communicated to subsequent cohorts of students taking the course.

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/or progression of ideas of the original, and information without acknowledgement. This also applies in presentations where someone paraphrases another's ideas or words without credit and to piecing together quotes and paraphrases into a new whole, without appropriate referencing.

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.

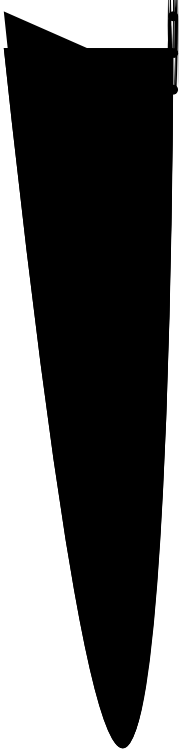
UNSW Library also has the ELISE tool available to assist you with your study at UNSW. ELISE is designed to introduce new students to studying at UNSW but it can also be a great refresher during your study.

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

- 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

Academic Information

For essential student information relating to:

- requests for extension;
- late submissions guidelines;
- review of marks;
- UNSW Health and Safety policies;