



## UNSW Course Outline

# ARTS4266 Puzzles, Planning, and Presentation for Honours in the Social Sciences - 2024

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## General Course Information

Course Code : ARTS4266

Year : 2024

Term : Term 1

Teaching Period : T1

Is a multi-term course? : No

Faculty : Faculty of Arts, Design and Architecture

Academic Unit : School of Social Sciences

Delivery Mode : In Person

Delivery Format : Standard

Delivery Location : Kensington

Campus : Sydney

Study Level : Undergraduate

Units of Credit : 6

### Useful Links

[Handbook Class Timetable](#)

## Course Details & Outcomes

### Course Description

This is a compulsory course for Social Sciences honours students in the School of Social

Sciences. It will introduce you to the practice of thesis writing and support you in the early stages of developing your honours argument. This course includes topics such as: using library resources for honours students including research consultation and access to databases; the role of methods in research and the use of theory in framing and conducting a research project in the social sciences; your ethical responsibilities as a researcher; and planning and managing a research project; working effectively with your supervisor; time and data management skills. The course introduces you to the idea of framing your research as an intervention in a disciplinary debate (or series of debates). A particular focus of the course is introducing students to the thesis form. This includes learning about the component parts of a minor-thesis, and thinking about how you might construct your own thesis, for maximum impact.

## Course Learning Outcomes

Course Learning Outcomes
CLO1 : Identify the features of an outstanding thesis or dissertation.
CLO2 : Verbally present material in an engaging and informative way.
CLO3 : Work collaboratively with colleagues to share skills and knowledge relevant to producing a minor thesis

Course Learning Outcomes	Assessment Item
CLO1 : Identify the features of an outstanding thesis or dissertation.	• Essay
CLO2 : Verbally present material in an engaging and informative way.	• Group presentation
CLO3 : Work collaboratively with colleagues to share skills and knowledge relevant to producing a minor thesis	• Class Guide - based on presentation • Group presentation

## Learning and Teaching Technologies

Moodle - Learning Management System

# Assessments

## Assessment Structure

Assessment Item	Weight	Relevant Dates
Essay Assessment Format: Individual	60%	Start Date: Not Applicable Due Date: 28/03/2024 11:59 PM Post Date: 14/04/2024 12:00 AM
Group presentation Assessment Format: Group	30%	Start Date: Not Applicable Due Date: Weeks 9 & 10
Class Guide - based on presentation Assessment Format: Individual	10%	Start Date: Not Applicable Due Date: Same day as group presentation

## Assessment Details

### Essay

#### Assessment Overview

Students will write a 2,500 word essay focused on identifying and exploring the features of an outstanding research thesis.

Written feedback and a numerical grade will be returned within two weeks of delivery.

#### Course Learning Outcomes

- CL01 : Identify the features of an outstanding thesis or dissertation.

#### Detailed Assessment Description

A detailed description will be available on Moodle.

#### Assessment Length

2,500

#### Assessment information

If required, a 4-day automatic Short Extension without documentation is available for this assessment. You can apply by accessing the Short Extension Student Portal on the [Special Consideration login page](#). This will be visible, and open for student applications, from 13 February 2024.

#### Assignment submission Turnitin type

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

## Group presentation

### Assessment Overview

Working in groups, students will present the rest of the class with their analysis of what constitutes an outstanding thesis.

Written feedback and a numerical grade will be returned within two weeks of delivery. Grading is collective.

### Course Learning Outcomes

- CLO2 : Verbally present material in an engaging and informative way.
- CLO3 : Work collaboratively with colleagues to share skills and knowledge relevant to producing a minor thesis

### Assessment Length

30 minute oral presentation

### Assignment submission Turnitin type

Not Applicable

## Class Guide - based on presentation

### Assessment Overview

Each group (based on the presentation groups) will produce a 1,000 word guide for their classmates (those members of the class who did not present with the group). The guide will aid the rest of the class in their thesis preparation work.

Written feedback and a numerical grade will be returned within two weeks of delivery. Grading is collective.

### Course Learning Outcomes

- CLO3 : Work collaboratively with colleagues to share skills and knowledge relevant to producing a minor thesis

### Assessment Length

1,000 words

### Submission notes

Only one student to submit on behalf of each group

### Assignment submission Turnitin type

This assignment is submitted through Turnitin and students do not see Turnitin similarity reports.

## **General Assessment Information**

Please see Moodle for the marking rubrics.

Please choose different thesis elements for the essay and for the group task. This will ensure you maximise your learning in the course.

### Grading Basis

Standard

### Requirements to pass course

Start your preparation early. The task you complete for the essay will be useful for the group assessment.

# Course Schedule

Teaching Week/Module	Activity Type	Content
Week 1 : 12 February - 18 February	Seminar	Welcome! What is your project? Working with past theses
Week 2 : 19 February - 25 February	Seminar	Thesis Element 1: What is my research question? 1. How to develop a research question 2. How to narrow your research question to make it manageable 3. How to identify if your research question is workable 4. How to identify an overarching research aim 5. How to identify key concepts relevant to your research question
Week 3 : 26 February - 3 March	Seminar	Thesis Element 2: What are my ethical requirements? 1. What is ethics in research? 2. What are the ethical dimensions of the research you propose to undertake? 3. When does institutional ethics approval need to be obtained? 4. The UNSW Research Code of Conduct
Week 4 : 4 March - 10 March	Seminar	Thesis Element 3: What is my literature? 1. Why it is necessary to conduct a literature review 2. Finding the literature you need 3. Purposeful reading of the literature 4. Creating an annotated bibliography 5. Inclusion and exclusion criteria for your literature review
Week 5 : 11 March - 17 March	Seminar	Introduction to the library by the librarian. Lessons from past honours students.
Week 6 : 18 March - 24 March	Homework	No classes (Flexibility Week) - self-directed learning.
Week 7 : 25 March - 31 March	Seminar	Thesis Element 4: What is my method? 1. What is evidence? 2. How do you match a research method to a research question? 3. Where do you find evidence? 4. How do you manage and protect your research materials? Mental health wellness and wellbeing.
Week 8 : 1 April - 7 April	Seminar	Thesis Element 5: What is my evidence and how do I make sense of it? 1. Identifying patterns in evidence 2. How to structure your findings 3. How to communicate your findings to the reader 4. How to decide what to include and what to exclude Thesis Element 6: So what? (your discussion and conclusions) 1. How to relate your findings back to the existing literature. 2. How to conclude your research project
	Assessment	Essays due this week! Please note assessment due date and details above.
Week 9 : 8 April - 14 April	Group Work	Group presentations Part 1
Week 10 : 15 April - 21 April	Group Work	Group presentations Part 2

## Attendance Requirements

Please note that lecture recordings are not available for this course. Students are strongly encouraged to attend all classes and contact the Course Authority to make alternative arrangements for classes missed.

## General Schedule Information

The course works best when students engage in class discussions. Please try your best to

attend all classes, as this will benefit your and your peers' learning.

## Course Resources

### Prescribed Resources

All readings will be in Leganto (see Moodle).

### Recommended Resources

All Honours students have access to the thesis room in Morven Brown (Rm 222). Please set time aside to consult hard copies of past theses.

## Course Evaluation and Development

Your feedback will be used to updated lecture topics and assessments.

## Staff Details

Position	Name	Email	Location	Phone	Availability	Equitable Learning Services Contact	Primary Contact
Convenor	Caroline Lene tte		130, Morven Brown		Email for appointments	No	Yes

## Other Useful Information

### Academic Information

Due to evolving advice by NSW Health, students must check for updated information regarding online learning for all Arts, Design and Architecture courses this term (via Moodle or course information provided).

Please see: <https://www.unsw.edu.au/arts-design-architecture/student-life/resources-support/protocols-guidelines> for essential student information relating to:

- UNSW and Faculty policies and procedures;
- Student Support Services;
- Dean's List;
- review of results;
- credit transfer;
- cross-institutional study and exchange;
- examination information;
- enrolment information;

- Special Consideration in the event of illness or misadventure;
- student equity and disability;

And other essential academic information.

## 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 includes copying materials, ideas or concepts from a book, article, report or other written document, presentation, composition, artwork, design, drawing, circuitry, computer program or software, website, internet, other electronic resource, or another person's assignment without appropriate acknowledgement.
- **Inappropriate paraphrasing:** Changing a few words and phrases while mostly retaining the original information, structure and/or progression of ideas of the original 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 for the purpose of them plagiarising, 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.

The UNSW Academic Skills support offers resources and individual consultations. Students are also reminded that careful time management is an important part of study. 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 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

### **Use of AI for assessments**

As AI applications continue to develop, and technology rapidly progresses around us, we remain committed to our values around academic integrity at UNSW. Where the use of AI tools, such as ChatGPT, has been permitted by your course convener, they must be properly credited and your submissions must be substantially your own work.

In cases where the use of AI has been prohibited, please respect this and be aware that where unauthorised use is detected, penalties will apply.

[Use of AI for assessments | UNSW Current Students](#)

## **Submission of Assessment Tasks**

### **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, alternative submission details will be stated on your course's Moodle site. For information on how to submit assignments online via Moodle: <https://student.unsw.edu.au/how-submit-assignment-moodle>

## Late Submission Penalty

UNSW has a standard late submission penalty of:

- 5% per calendar day,
- for all assessments where a penalty applies,
- capped at five calendar days (120 hours) from the assessment deadline, after which a student cannot submit an assessment, and
- no permitted variation.

Students are expected to manage their time to meet deadlines and to request [Special Consideration](#) as early as possible before the deadline. Support with [Time Management is available here](#).

## School Contact Information

### School of Social Sciences

**Location:** Room 159, Morven Brown Building (C20), Kensington campus

**Opening Hours:** Monday – Friday, 9am – 5pm (except public holidays)

**Telephone:** +61 2 9385 1807

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

**Web:** <https://www.unsw.edu.au/arts-design-architecture/our-schools/social-sciences>