



**UNSW**  
SYDNEY

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University



# SRAP3002

Social Research and Policy Project

Term One // 2019

## Course Overview

### Staff Contact Details

#### Convenors

| Name          | Email              | Availability          | Location            | Phone     |
|---------------|--------------------|-----------------------|---------------------|-----------|
| Jung-Sook Lee | js.lee@unsw.edu.au | 11am-12pm<br>Thursday | Morven Brown<br>G39 | 9385 2329 |

### School Contact Information

School of Social Sciences

Room 159

Morven Brown C20

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## **Course Details**

### **Credit Points 6**

### **Summary of the Course**

Subject Area: *Social Research and Policy*

How can social research be used to influence and change policy? In this course, you will undertake a social science research project in one of several policy areas. Building on the knowledge you have acquired in research courses and on the analytical skills necessary for policy-related work, you will develop and undertake a project with an applied focus. You will independently prepare a literature review and a research proposal, conduct the research, and write of a report embodying the results of the research. You will also work with a group on one aspect of the project and present an engaging summary of your research to the class. You will be actively supported by a Seminar Leader with expertise in a particular policy area.

### **Course Learning Outcomes**

1. Undertake and manage an applied social research project, individually and as part of a team
2. Develop and prepare a research proposal, research report, and present the research findings to a wider audience
3. Plan, conduct and manage an applied research project as part of a working research team
4. Interpret and communicate research findings to different audiences.
5. Develop the skills to effectively present and communicate their research findings to a group

### **Teaching Strategies**

In this course, you will be engaged in learning through structured hands-on research activities. The assessment tasks to develop, conduct and present on a research project are designed for you to reflect on your understanding of the subject and develop skills in research and communication, both written and verbal. The course is designed to build on prior experience and knowledge gained in previous study, to encourage independent work and to provide meaningful and timely feedback.

# Assessment

## 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

| Assessment task    | Weight | Due Date            | Student Learning Outcomes Assessed |
|--------------------|--------|---------------------|------------------------------------|
| Research proposal  | 30%    | 15/03/2019 11:00 PM | 1,2                                |
| Group presentation | 20%    | Not Applicable      | 1,2,4,5                            |
| Research report    | 50%    | 03/05/2019 11:00 PM | 1,2,3,5                            |

## Assessment Details

### Assessment 1: Research proposal

**Start date:** Not Applicable

**Length:** 1500

**Details:** This task involves preparing a 1500 word research proposal, which includes a literature review and an explanation of the methods to be employed. 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 is designed to enhance skills in preparing a research proposal. It is an integral part of the process of undertaking applied research and skills in its preparation are an important component of

doing applied social research. The proposal should include the following elements:

- Title:
  - A title that clearly captures the research focus
- Introduction
  - A brief introduction to the research—why the research is important and necessary
- Literature review:
  - A literature review that identifies and reviews research that has already been done in your chosen area. It should clearly articulate the gap in the current literature that your research will address.
- Research objectives and/or research question(s)
  - Your research objectives and/or research question(s).
- Methods:
  - An outline of the research methods to be employed and how they address the research questions. This section should include a clear description of your research design—the sources and nature of your data, the sampling method used and your data analysis strategies. You should also provide a justification for the research method chosen and its limitations. In this section you should refer to relevant literature. It should not be a purely descriptive account.

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

## **Assessment 2: Group presentation**

**Start date:** Not Applicable

**Length:** 30 minutes

**Details:** This task involves developing and presenting a 20 minute group presentation on the results and conclusions of a particular aspect of the research project. An additional 10 minutes is provided for questions. Students will receive written feedback and a numerical grade within two weeks of the presentation. The rubric will be available to students at the start of the course so that they can work towards specified standards

### **Additional details:**

Presentation of the research will vary depending how group work has been undertaken. The aim of the presentation is to develop skills in presenting applied research reports to stakeholders, academic and other audiences. This skill is important among social researchers, as it is an important process by which the findings are communicated to a wider audience. Participation in group work leading up to the presentation is also an integral part of the task. This includes contributing material to the presentation.

**Turnitin setting:** This is not a Turnitin assignment

## **Assessment 3: Research report**

**Start date:** Not Applicable

**Length:** 3000

**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.

## Attendance Requirements

This course involves three-hour seminars for **eight** weeks throughout the term (**Important:** refer to Seminar Outline on Moodle for weeks when classes are scheduled).

## Course Schedule

[View class timetable](#)

### Timetable

| Date                              | Type       | Content  |
|-----------------------------------|------------|--|
| Week 1: 18 February - 24 February | Seminar    | Most seminars begin - please check with your seminar leader. |
| Week 2: 25 February - 3 March     | Seminar    | Please check if your seminar is scheduled for this week.     |
| Week 3: 4 March - 10 March        | Seminar    | Please check if your seminar is scheduled for this week.     |
| Week 4: 11 March - 17 March       | Seminar    | Please check if your seminar is scheduled for this week.     |
|                                   | Assessment | <b>RESEARCH PROPOSAL</b> due at 11pm 15 March.               |
| Week 5: 18 March - 24 March       | Seminar    | Please check if your seminar is scheduled for this week.     |
| Week 6: 25 March - 31 March       |            | Please check if your seminar is scheduled for this week.     |
| Week 7: 1 April - 7 April         | Seminar    | Please check if your seminar is scheduled for this week.     |
| Week 8: 8 April - 14 April        | Seminar    | Please check if your seminar is scheduled for this week.     |
| Week 9: 15 April - 21 April       | Seminar    | Please check if your seminar is scheduled for this week.     |
| Week 10: 22 April - 28 April      | Seminar    | Please check if your seminar is scheduled for this week.     |
| Week 11: 29 April - 1 May         | Seminar    | Please check if your seminar is scheduled for this week.     |
|                                   | Assessment | <b>RESEARCH REPORT</b> due at 11pm 3 May.                    |

## 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.



## **Submission of Assessment Tasks**

## **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, it will be stated on your course's Moodle site with alternative submission details.

For information on how to submit assignments online via Moodle: <https://student.unsw.edu.au/how-submit-assignment-moodle>

## 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
- 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>

## **Academic Information**

For essential student information relating to:

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

## **Image Credit**

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## **CRICOS**

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