



1. General Course Information

1.1 Course Details

Course Code:	9132IBA
Course Name:	Evidence Based Decision Making
Trimester:	Trimester 1, 2020
Program:	Masters Qualifying Program
Credit Points:	10
Course Coordinator:	Dr Hyacinth Udah
Document modified:	31 January 2020

Course Description

This course offers you a basic introduction to postgraduate research to understand how evidence is used for decision making. By exploring scholarly literature you will become familiar with the objectives and importance of quality research, and the methods and processes involved in carrying it out.

Understanding research and the processes involved in conducting, designing, reporting, interpreting and evaluating research is of paramount importance to success in postgraduate study. Research activities whether of a primary or secondary nature occupy a significant proportion of postgraduate students' time and effort at university both within and beyond the classroom.

Open engagement in this course will provide you with a fundamental understanding of research and ensure a solid grounding for future endeavours in postgraduate study. You will also develop skills in the interpretation and evaluation of research results through the application of critical thinking and analysis skills.

Assumed Knowledge

There are no prerequisites for this course

1.2 Teaching Team

Your lecturer/tutor can be contacted via the email system on the portal.

Name	Email
Dr Hyacinth Udah	hyacinth.udah@staff.griffithcollege.edu.au

1.3 Staff Consultation

Your lecturer/tutor is available each week for consultation outside of normal class times. Times that your lecturer/tutor will be available for consultation will be given in the first week of lectures. A list of times and rooms will be published on the Griffith College Portal under the "Support and Services/Teacher Consultation Times" link.

1.4 Timetable

Your timetable is available on the Griffith College Portal at Class Timetable in Student and Services.

1.5 Technical Specifications

All students must have access to a computer or suitable mobile device.

2. Aims, Outcomes & Generic Skills

2.1 Course Aims

This course will enable you to develop skills in understanding, undertaking and interpreting research. The first part of the course aims to expose you to the objectives and significance of research. The second part provides you with an opportunity to explore how research practices are conducted and what these practices mean for individuals. You will be exposed to quality journal publications and popular research practices. By reading and discussing these papers in class with the lecturer, you will gain better insight into the world of research, the nature of research, and the purpose of research. The final aim is to develop skills in analysing research which will equip you with the skills you need to be able to identify quality research and to be able to meaningfully discuss the findings with others.

2.2 Learning Outcomes

After successfully completing this course, you should be able to:

1. Understand the purpose and process of conducting research in an academic context
2. Demonstrate the capacity to locate and synthesise research and apply it to a research question in the process of conducting a literature review
3. Recognise and understand ethical issues that arise in conducting research
4. Understand and critically evaluate various epistemological frameworks for research methods and analyse research results
5. Articulate scientific questions, comments, and research evaluations in writing
6. Develop and conduct a small scale exploratory research project

2.3 Generic skills

For further details on the Generic Skills please refer to the Graduate Generic Skills and Capabilities policy.

Griffith College aims to develop graduates who have an open and critical approach to learning and a capacity for lifelong learning. Through engagement in their studies, students are provided with opportunities to begin the development of these and other generic skills.

Studies in this course will give you opportunities to begin to develop the following skills:

Generic Skills	Taught	Practised	Assessed
Knowledge and skills with critical judgement	Yes	Yes	Yes
Communication and collaboration skills	Yes	Yes	Yes
Self-directed and active learning skills		Yes	Yes
Creative and future thinking skills	Yes	Yes	Yes
Social responsibility and ethical awareness	Yes	Yes	Yes
Cultural competence and awareness in a culturally diverse environment		Yes	

3. Learning Resources

3.1 Required Resources

Required readings will be made available for you through the course portal site

3.2 Recommended Resources

Recommended readings will be made available for you through the course portal site and in class

3.3 College Support Services and Learning Resources

The College provides many facilities and support services to assist students in their studies. Links to information about College support resources that are available to students are included below for easy reference.

[Digital Library](#) – Databases to which Griffith College students have access to through the Griffith Library Databases.

MyStudy – there is a dedicated website for this course via MyStudy on the Griffith College Portal.

[Academic Integrity Tutorial](#) - this tutorial helps students to understand what academic integrity is and why it matters. You will be able to identify types of breaches of academic integrity, understand what skills you will need in order to maintain academic integrity, and learn about the processes of referencing styles.

Services and Support provides a range of services to support students throughout their studies including personal support such as Counselling; Academic support; and Welfare support.

Jobs and Employment in the [Student Hub](#) can assist students with career direction, resume and interview preparation, job search tips, and more.

[IT Support](#) provides details of accessing support, information on s numbers and internet access and computer lab rules.

3.4 Other Learning Information

Attendance

You are expected to attend all lectures and tutorials and to actively engage in learning during these sessions. You are expected to bring all necessary learning resources to class such as the required textbook and /or Workbook. In addition, you may BYOD (bring your own device) to class such as a laptop or tablet. This is not a requirement as computer lab facilities are available on campus, however, the use of such devices in the classroom is encouraged with appropriate and considerate use principles being a priority.

Preparation and Participation in Class

In order to enhance learning, prepare before lectures and tutorials. Read the relevant section of your text book before a lecture, and for a tutorial read both the textbook and the relevant lecture notes. If you have been given tutorial exercises, make sure you complete them. Active participation in lectures and tutorials will improve your learning. Ask questions when something is unclear or when you want to bring some issue to your lecturer or tutor's attention; respond to questions to test your knowledge and engage in discussion to help yourself and others learn.

Consultation Sessions

Teachers offer extra time each week to assist students outside the classroom. This is known as 'consultation time.' You may seek assistance from your teacher on email or in person according to how the teacher has explained this to the class. Attendance during consultation time is optional but you are encouraged to use this extra help to improve your learning outcomes.

Course Materials

Lecture notes will be made available to you in MyStudy on the Griffith College Portal and you are advised to either print these out and bring them to each class so that extra notes can be added or BYOD (bring your own device) and add extra notes digitally.

Self-Directed Learning

You will be expected to learn independently. This means you must organise and learn the course content even when you are not specifically asked to do so by your lecturer or tutor. This involves revising the weekly course material. It also means you will need to find additional information for some assessment items beyond that given to you in textbooks and lecture notes, and to construct your own response to a question or topic. All of this requires careful planning of your time. Expect to spend, on average, at least 10 hours per week including class time for each of your courses.

Program Progression

You are reminded that satisfactory Program Progression requires that attendance in classes is maintained at equal to or greater than 80%, and that GPA is maintained at equal to or greater than 3.5 [please see Griffith College Policy Library - Program Progression Policy - for more information].

Teacher and course Evaluation

Your feedback is respected and valued by your lecturers and tutors. You are encouraged to provide your thoughts on the course and teaching, both positive and critical, directly to your lecturer and tutor or by completing course and lecturer evaluations via Griffith College's evaluation tool whenever these are available.

4. Learning and Teaching Activities

4.1 Weekly Learning Activities

Week	Topic	Activity	Readings	Learning Outcomes
1	Introduction to research	Lecture Tutorial/ Workshop	Readings on the course site	Understand research process
2	Secondary research	Lecture Tutorial/ Workshop	Readings on the course site	Understand a research article
3	Literature reviews	Lecture Tutorial/ Workshop	Readings on the course site	Locate, synthesise and write a literature review
4	Research design and exploratory research	Lecture Tutorial/ Workshop	Readings on the course site	Understand and critically evaluate various epistemological frameworks for research methods
5	Questionnaires	Lecture Tutorial/ Workshop	Readings on the course site	Articulate, design and develop scientific questions
6	Surveys and Sampling	Lecture Tutorial/ Workshop	Readings on the course site	Understand the process selecting research participants
7	Descriptive statistics	Lecture Tutorial/ Workshop	Readings on the course site	Describe data findings/results
8	Data analysis	Lecture Tutorial/ Workshop	Readings on the course site	Analyse research results
9	Research Report	Lecture Tutorial/ Workshop	Readings on the course site	Write and present research findings report
10	Research Evaluation	Lecture Tutorial/ Workshop	Readings on the course site	Evaluate and critique research
11	Causality and experimental research	Lecture Tutorial/ Workshop	Readings on the course site	Design and conduct experiments
12	Research Ethics	Lecture Tutorial/ Workshop	Readings on the course site	Understand ethical issues that arise in conducting research

5. Assessment Plan

5.1 Assessment Summary

Item	Assessment Task	Weighting	Learning Outcomes	Due Date
1	Literature Review	25%	1,2,4	Week 5 27/03/20
2	Questionnaire	10%	1,5,6	Week 7 17/04/20
3	Research Report	30%	1,3,4,5,6	Week 10 08/05/20
4	Final Examination	35%	1,3,4,5	Exam Period

5.2 Assessment Detail

Assessment 1:

Title: Produce a Literature Review

Type: Written Assignment

Learning Outcomes Assessed: 1, 2, 4

Due Date: Week 5 Friday 27 March 2020

Length: 1000-1500 words

Weight: 25%

Task Description: For this task, you need to produce a 1000 -1500-word literature review in a content area of your choice, with the approval of the course instructor. In your literature review, you must review and synthesise at least six primary sources and include a clear and succinct research question based on the assignment of the evidence being considered. You should choose an area of research that is of personal interest as this will form the basis of your research project proposal developed over the course of the trimester. Further details will be provided on the MyStudy course portal site.

Criteria & Marking: Specific marking criteria will be provided on the course portal site. Allocation of mark will be based on criteria such as this:

- to conduct a conscientious search of the secondary literature;
- to locate at least six primary sources (there is no maximum) that are both *relevant* and *best quality*;
- to compare and critically evaluate the selected articles
- to identify any gaps in the literature or opportunities for further research
- to develop a well-focused research question to guide the following stages of your research project
- to report and comment upon that literature in a literature review that is well researched, well-informed, well-structured and concise.

Submission: You must submit your electronic copy through Turnitin on the MyStudy course portal site.

Assessment 2:

Title: Research Report

Type: Written Assignment

Learning Outcomes Assessed: 1, 3,4,5,6

Due Date: Week 7 and 10

Questionnaire Development Due: Week 7 Friday 17 April 2020

Written Research Report Due: Week 10 Friday 08 May 2020

Length: 2000 – 2500 words

Weight: 40%

Task Description: For this task, you need to complete a 2000 - 2500 word research project based on your topic of interest (the same content area chosen in Assessment 1). First, you will need to develop a questionnaire in order to collect your own data for analysis (Part A). You will then need to present your research findings in a written research report (Part B). Further details will be provided on the MyStudy course portal site.

Criteria & Marking: Specific marking criteria will be provided on the course portal site. Allocation of mark will be based on criteria such as this:

- Presentation/format/style/grammar
- Introduction to topic & background information
- Well-structured literature review & research questions
- Detailed methodology section clearly written per assessment guidelines
- Well organized finding section written per assessment guidelines
- Discussion of significance of findings
- Summary/conclusion
- Inclusion of relevant appendices

Submission: You must submit your electronic copy through Turnitin on the MyStudy course portal site.

Assessment 3:

Type: Exam - written response

Learning Outcomes Assessed: 1,3,4,5

Due Date: Examination Period

Weight: 35%

Format: Closed Book and Multiple Choice Questions

Task Description: Final Exam

The final examination will be short answer and essay questions covering all material from weeks 1-12 during the trimester. Full details about the exam will be provided during the trimester.

Criteria & Marking:

The full details of the final examination will be discussed in class.

5.3 Late Submission

An assessment item submitted after the due date, without an approved extension from the Course Coordinator, will be penalised. The standard penalty is the reduction of the mark allocated to the assessment item by 5% of the maximum mark applicable for the assessment item, for each working day or part working day that the item is late. Assessment items submitted more than five working days after the due date are awarded zero marks.

Please refer to the Griffith College website - Policy Library > Assessment Policy for guidelines and penalties for late submission.

5.4 Other Assessment Information

Retention of Originals

You must be able to produce a copy of all work submitted if so requested. Copies should be retained until after the release of final results for the course.

Requests for extension

To apply for an extension of time for an assignment, you must submit an [Application for Extension of Assignment](#) form to your teacher at least 24 hours before the date the assignment is due. Grounds for extensions are usually: serious illness, accident, disability, bereavement or other compassionate circumstances and must be able to be substantiated with relevant documentation [e.g. [Griffith College Student Medical Certificate](#)]. Please refer to the Griffith College website - Policy Library - for guidelines regarding extensions and deferred assessment.

Return of Assessment Items

1. Marks awarded for in-trimester assessment items, except those being moderated externally with Griffith University, will be available on the Student Portal within fourteen [14] days of the due date. This does not apply to the final assessment item in this course (marks for this item will be provided with the final course result).
2. Students will be advised of their final grade through the Student Portal. Students can review their exam papers after student grades have been published (see relevant Griffith College Fact Sheet for allocated times at Support > Factsheets). Review of exam papers will not be permitted after the final date to enrol.
3. Marks for **all** assessment items including the final exam (if applicable) will be recorded in the Moodle Course Site and made available to students through the Moodle Course Site.

The sum of your marks overall assessment items in this course does not necessarily imply your final grade for the course. Standard grade cut off scores can be varied for particular courses, so you need to wait for the official release of grades to be sure of your grade for this course.

6. Policies & Guidelines

Griffith College assessment-related policies can be found in the [Griffith College Policy Library](#) which include the following policies:

Assessment Policy, Special Consideration, Deferred Assessment, Alternate Exam Sitting, Medical Certificates, Academic Integrity, Finalisation of Results, Review of Marks, Moderation of Assessment, Turn-it-in Software Use. These policies can be accessed using the 'Document Search' feature within the [Policy Library](#)

Academic Integrity Griffith College is committed to maintaining high academic standards to protect the value of its qualifications. Academic integrity means acting with the values of honesty, trust, fairness, respect and responsibility in learning, teaching and research. It is important for students, teachers, researchers and all staff to act in an honest way, be responsible for their actions, and show fairness in every part of their work. Academic integrity is important for an individual's and the College's reputation.

All staff and students of the College are responsible for academic integrity. As a student, you are expected to conduct your studies honestly, ethically and in accordance with accepted standards of academic conduct. Any form of academic conduct that is contrary to these standards is considered a breach of academic integrity and is unacceptable.

Some students deliberately breach academic integrity standards with intent to deceive. This conscious, pre-meditated form of cheating is considered to be one of the most serious forms of fraudulent academic behaviour, for which the College has zero tolerance and for which penalties, including exclusion from the College, will be applied.

However, Griffith College also recognises many students breach academic integrity standards without intent to deceive. In these cases, students may be required to undertake additional educational activities to remediate their behaviour and may also be provided appropriate advice by academic staff.

As you undertake your studies at Griffith College, your lecturers, tutors and academic advisors will provide you with guidance to understand and maintain academic integrity; however, it is also your responsibility to seek out guidance if and when you are unsure about appropriate academic conduct.

In the case of an allegation of a breach of academic integrity being made against a student he or she may request the guidance and support of a Griffith College Student Learning Advisor or Student Counsellor.

Please ensure that you are familiar with the Griffith College Academic Integrity Policy; this policy provides an overview of some of the behaviours that are considered breaches of academic integrity, as well as the penalties and processes involved when a breach is identified.

For further information please refer to the Griffith College website - Policy Library > Academic Integrity Policy

Reasonable Adjustments for Assessment – The Disability Services policy

The Disability Services policy (accessed using the Document Search' feature with the [Policy Library](#)) outlines the principles and processes that guide the College in making reasonable adjustments to assessment for students with disabilities while maintaining academic robustness of its programs.

Risk Assessment Statement

There are no out of the ordinary risks associated with this course.

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