

*Graduate School of Nursing, Midwifery & Health
Course Outline*

NURS/MIDW 555

**A Research Paper in Nursing
or Midwifery**

MA(Applied)/MN (Clinical)

**Course Co-ordinator:
Cheryle Moss**

IMPORTANT NOTICE

The Graduate School of Nursing, Midwifery & Health at Victoria University of Wellington, uses all reasonable skill and care in an effort to ensure the information and course content information contained in this outline is accurate at the time of going to print.

Students should be aware, however, that in the event course timetables and venues need to be changed, all attempts will be made to notify the students.

Produced by the Graduate School of Nursing, Midwifery & Health,
81 Fairlie Terrace, Kelburn, Wellington 6021.

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STAFF TEACHING IN THIS COURSE

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Web site: <http://www.victoria.ac.nz/nmh>

Office Hours: Monday to Friday 8.30am to 5.00pm

GRADUATE SCHOOL DATES

The Graduate School office will be open on Wednesday 3 January 2008 and close on Tuesday 23 December 2008.

In keeping with the practice of other years, academic staff will not be available on Fridays, except for the times they are involved in Schools.

COURSE AIMS

The staff of the Graduate School of Nursing, Midwifery & Health at Victoria University of Wellington welcome students to this course. We consider that **NURS/MIDW 555: A Research Paper in Nursing or Midwifery** offers students exciting opportunities to enhance research and writing skills, and to make a scholarly contribution to nursing or midwifery practice. We also know that for most students, enrolment in this course represents the culmination of aspirations in the MA (Applied) or the MN (Clinical), so we trust that this course will support a sense of achievement in this programme of study.

COURSE OBJECTIVES

This course provides an opportunity for students to:

1. Initiate a proposal and develop a research paper under the guidance of a research supervisor
2. Craft and design an appropriate framework for the articulation of their topic in relation to the extant literature and the overall project
3. Use advanced database and literature searching skills to locate the most relevant material for the development of the research paper
4. Use skills in literature/evidence interpretation, critique and synthesis in the development of the paper.
5. Develop skills in writing and refining an extended academic scholarly paper in the designated area of inquiry
6. Present a scholarly paper in the area of the designated topic to a designated audience.
7. Plan with a designated supervisor a co-authored paper for publication based on the 555 research

COURSE ORGANISATION

This course is organised over two trimesters of the academic year.

This course provides an opportunity for students to develop and write a research paper under the guidance of research supervisor. Generally students who enrol in this course pursue in some depth a particular line of inquiry within a negotiated topic area. Students follow a line of systematic inquiry into a practice or professional puzzle. The working of the inquiry usually involves comprehensive review of the literature and thoughtful application of this in relation to the inquiry or puzzle. The findings of this research inquiry are presented in a scholarly report, which captures the current state of knowledge, and makes a contribution to the practice discipline of midwifery or nursing.

In addition to supervision, students are expected to attend Research Schools. Three Research Schools are held during the course. The 1st school (2 days duration) and the 3rd School (three days duration), are specifically for NURS/MIDW 555 students and are held in March and August. In addition, there is a five day Student Research Writing School held in May for all research students. NURS/MIDW 555 students are expected to attend the first two days of the Writing School and encouraged to participate in the other two days. All Schools are held in Wellington.

RESEARCH TUITION & SCHOOLS

The primary form of tuition in this course is provided by the processes of supervision. Sessions with your supervisor should be planned to occur monthly as a minimum throughout your candidature. At various stages during the candidature supervision sessions will need to occur more frequently than this. Another key aspect of tuition occurs through the processes of Research Schools. In the Schools we aim to provide opportunities for discussing research issues and strategies with your peers and the academic staff of our Graduate School. Research supervision provides a very specific form of supervision, in that very close attention is paid to your particular project and your ideas and skills in relation to it. The Schools provide a different form of research training, as discussion supports a range of projects and the ideas surrounding them. The Schools provide opportunities for peer review of your work, and for you to peer review the work of your colleagues, all in a supportive environment. Many students avail themselves of the opportunity to meet with their supervisor(s) prior to or directly following Research Schools. We also try to arrange some time during the Schools for supervision sessions.

In the 1st and 3rd Schools we strive to create a balance between more formal teaching sessions and sessions which are designed to help you express and explore your work. In each of these Schools students are expected to generate a formal presentation of their work in progress and to raise thoughtful dialogue in relation to discoveries, new knowledge, emerging questions, and issues that are critical to their work and research paper development. Plans for presentations should be discussed with supervisors. Where possible, supervisors will attend students' presentations.

The Graduate School has a commitment to provide a range of perspectives into the Research Schools. This is achieved primarily by a team of nominated academic staff who will be present across all days of the Schools. These colleagues will offer insights to provide continuity for your research journey and knowledge of the Graduate School and/or University's systems and processes.

PRE-READINGS

What can students do before 1st School?

To prepare for the academic year, there are a number of activities that students can undertake. The most practical include:

- writing reflective journal entries to tease out ideas, hopes, insights and reasons for undertaking this inquiry
- reading in the substantive area of the topic; published journal articles, books, epidemiological statistics
- reading in the area of literature reviews, scholarly writing
- writing beginning ideas about the topic
- building word-processing skills
- formulating a list of practical things which will assist success.

RECOMMENDED READING/TEXT

For this course you will find it helpful to read a range of textbooks and theses. Previous students in this course report that they found it helpful to explore various texts which either demonstrate or are about writing skills. These texts range from very formal approaches to academic writing through to more creative prose and novels. Texts which concern the processes of research may contribute substantive and practical advice. We encourage you to explore the thesis collection of this and other universities, to gain a sense of appreciation of some of the more general ways of approaching a thesis, as well as some sense of the creative diversity which this kind of scholarship offers students of a discipline. Additionally, we recommend that you purchase or have access to a copy of the 'Publication Manual of the American Psychological Association' (APA) 5th Edition for guidance regarding referencing styles.

WORKLOAD

30 point courses in the Graduate School of Nursing, Midwifery & Health have an average workload of twelve hours per week.

MANDATORY COURSE REQUIREMENTS

In order to successfully complete this course you are required to attend all Schools unless under special circumstances prior arrangements have been made with the course co-ordinator.

Students must submit and pass all pieces of assessment to satisfactorily complete the course.

GENERAL UNIVERSITY STATUTES AND POLICIES

Students should familiarise themselves with the University's policies and statutes, particularly the Assessment Statute, the Personal Courses of Study Statute, the Statute on Student Conduct and any statutes relating to the particular qualifications being studied; see the Victoria University Calendar available in hardcopy or under "about Victoria" on the VUW homepage at:

http://www.vuw.ac.nz/home/about_victoria/calendar_intro.html

Information on the following topics is available electronically at:

<http://www.victoria.ac.nz/home/about/newspubs/universitypubs.aspx#general>

- Academic Grievances
- Student and Staff Conduct
- Meeting the Needs of Students with Impairments
- Student Support

ACADEMIC INTEGRITY AND PLAGIARISM

Academic integrity is about honesty – put simply it means no cheating. All members of the University community are responsible for upholding academic integrity, which means staff and students are expected to behave honestly, fairly and with respect for others at all times.

Plagiarism is a form of cheating which undermines academic integrity. The University defines plagiarism as follows:

The presentation of the work of another person or other persons as if it were one's own, whether intended or not. This includes published or unpublished work, material on the Internet and the work of other students or staff.

It is still plagiarism even if you re-structure the material or present it in your own style or words.

Note: It is however, perfectly acceptable to include the work of others as long as that is acknowledged by appropriate referencing.

Plagiarism is prohibited at Victoria and is not worth the risk. Any enrolled student found guilty of plagiarism will be subject to disciplinary procedures under the Statute on Student Conduct and may be penalized severely. Consequences of being found guilty of plagiarism can include:

- an oral or written warning
- cancellation of your mark for an assessment or a fail grade for the course
- suspension from the course or the University.

Find out more about plagiarism, and how to avoid it, on the University's website:
www.vuw.ac.nz/home/studying/plagiarism.html

SCHOOL CATERING

The Graduate School will provide **a light snack for lunch** while students are attending Schools, and tea & coffee for morning and afternoon break. While we try to cater for the majority of students please feel free to bring your own supplies if your needs are not being met.

During the lunch breaks you may wish to investigate a variety of student cafes within walking distance on campus and several cafes at Kelburn shops approximately 10 mins walk from the School.

COURSE PLANNER

WEEK STARTING Monday	DATES	EVENT	ACTION
4 February	6 February	Waitangi Day	
11 February			
18 February			
25 February			
3 March	3 & 4 March	1st School	
10 March			
17 March	21 March	Good Friday	
24 March	24 March 25 March	Easter Monday VUW holiday	
31 March			
7 April			
14 April			
21 April	25 April	ANZAC Day	
28 April			
5 May			
12 May			
19 May	19 - 23 May	Writing Week	
26 May			
2 June	2 June	Queens Birthday	
9 June			
16 June			
23 June			
30 June			
7 July			
14 July			
21 July			
28 July			
4 August			
11 August	11 - 13 August	3rd School	
18 August			
25 August			
1 September			
8 September			
15 September			
22 September			
29 September			
6 October			
13 October			
20 October			
27 October	27 October	Labour Weekend	
3 November			

COURSE TIMETABLE

General Framework for Progress

It is expected that prior to the 1st School, students will give considerable thought to their research paper topics; will commence reading widely, and begin tracking their thinking related to their projects (see December 2007 NURS/MIDW 555 letter). Prior to the 1st School, students will be allocated a supervisor. A time-line of projected targets and outcomes will be developed and held on file. In general, we expect that students will submit draft writing on a monthly basis. There are three distinctive stages to NURS/MIDW 555.

The first stage involves refinement of the ideas, extensive literature searches and reading. We expect this to occur during February and March. At the end of this time, students will have sketched out a framework for their inquiry and articulated the key arguments in relation to the topic. Systematic working of ideas, and literature will be well underway. Early draft writing in relation to this will be occurring.

The second stage involves building the sections of writing towards a first draft. From the end of March to June students will be expected to be writing and crafting the various sections of their research paper. During this time, students will continue to incorporate literature and/or project information which is relevant to where their search and writing has taken them.

By May the writing will be underway and composite parts of the document will be under development. A writing workshop for the refining of writing skills and working of the document will be held in Wellington during the week 19 – 23 May 2008.

A first full draft of the research paper is due by 25 July 2008. The presented document will conform to the Graduate School's standards of presentation for written academic work. Supervisors will provide constructive feedback on the draft before the final School. While the draft is with supervisors for feedback, students will prepare their presentation for the School and commence their own critical review of their drafted work.

The third stage which commences in August and involves a series of revisions and overall editing of the research paper. This period is critical for crystallisation of the written work to ensure the students' final research reports adequately reflect their scholarly endeavours during the year.

The research paper is submitted for examination in September. After the examination has been completed students are expected to develop with their supervisors a co-authored paper for publication in a refereed professional journal.

DATES	EVENT
3 & 4 March	1st School Times: 9.00am - 5.00pm Main Venue: 83 Fairlie Terrace * Please bring a brief 1 page outline of your research ideas and critical questions

DATES	EVENT
19-23 May	2nd school: Research Writing Week Times: 9.00am - 5.00pm Main Venue: Room 203, 83 Fairlie Tce, Kelburn, Wellington * Please bring your own laptop – if possible
25 July	Assignment 1 –Part A 1 First full draft of research paper due today 2 Mini-conference presentation abstract due today – electronically to Cheryle Moss
11, 12 & 13 August	3rd School Times: 9.00am - 5.00pm Main Venue: Room 203, 83 Fairlie Tce, Kelburn, Wellington * Please bring an blank audiotape or digital recorder, and a brief one page outline of your presentation and critical questions Assignment 1 – Part B –Research Presentation due. Presentation of summary research paper at mini-conference.
26 September	Assignment 2 – Research paper due today.

SCHOOL TIMETABLES

1ST RESEARCH SCHOOL

Dates: Monday 3 & Tuesday 4 March 2008

Times: 9.00am - 5.00pm

Venue: To be advised - meet 83 Fairlie Tce, Kelburn.

General Plan

The School will run for two days (9-5).

Preparation prior to School...

There is an expectation that students will prepare themselves for the School – preparation of a one page class handout that summarises the key points of your research and critical questions that you think are important to pose in relation to this (discuss actual content and plan with your supervisor).

A draft class timetable for each School will be sent electronically prior to the School.

During the School...

- 1 Participate in a research community process - Each student will share early ideas about undertaking 555 research and invite dialogue with their peers and academic staff. Students as a group will be expected to provide critical companionship to their peers during class and to use this time as a way of growing their general knowledge about research work.
- 2 Engage thoughtfully with the other formal teaching and learning processes. Each School will address a variety of research process topics. Presentations from academic staff and other guests will be provided.
- 3 Supervision and other university interactions. During School some time will be allocated for formal supervision (particularly for out of town students) and visits to the library (university thesis collection and other materials).
- 4 During the School students and supervisors should finalise the framework for the research paper. A guideline for the proposal and learning contract appear on the next page.

GUIDELINES FOR PROPOSAL AND LEARNING CONTRACT

Length: As negotiated with the supervisor

This piece of work consists of two components.

1. A proposal to conduct an inquiry through a literature review or a negotiated project in a key area of midwifery or nursing.

The proposal should identify the aims of the research, background interest and knowledge of the area, its relevance to the practice discipline of midwifery or nursing, plans for addressing the topic, and proposed sources of information. The proposal should be developed within the boundaries, which have been established between the supervisor, and the student. These will include: the focus, breadth and depth of the project.

2. A learning contract to manage the task of conducting the literature review or project.

The learning contract should identify a timeline for managing the project, agreed arrangements for communication with the supervisor, and practical plans for managing the work associated with this course.

This proposal should be presented as a word processed document and should conform to the APA (5th Edition) referencing system or as negotiated between supervisor and student.

RESEARCH STUDENT WINTER WRITING SCHOOL

2ND SCHOOL - WRITING WEEK

Dates: Monday 19, Tuesday 20, Wednesday 21, Thursday 22 & Friday 23 May 2008

Times: 9.00am - 5.00pm

Venue: meet at Room 203, 83 Fairlie Tce, Kelburn, Wellington

This School will run for five days (9-5).

All NURS/MIDW 555 research students are expected to attend the Monday and Tuesday of Research Student Writing Week and are encouraged to attend the full five days.

The writing week is an opportunity for all research students enrolled in the Graduate School of Nursing, Midwifery and Health to create a focused time of learning about writing thesis documents, and to spend time progressing their writing.

Writing is one of the great challenges of research. The workshop is designed to provide real-time opportunities for students to sit and write. Writing sessions are supported by an array of optional seminars on the technical aspects of thesis writing. On the Monday and Tuesday there will be formal seminars on writing; topics include technical aspects of writing, getting on with writing, presentation of text, presenting your work to others, working with literature, advanced data base searching and reference retrieval, and using endnote. On Wednesday, Thursday and Friday there are no formal sessions, just time to sit and write.

What to bring to the School: lots of energy and focus for your writing and your own resources for writing. Most students bring their own laptop computers (extension cords/adapters); some students prefer to write directly onto notepaper. The Graduate School's computing room will be available. Other computers are available throughout the university (booking system).

Prior to the School make a time for supervision during the week with your supervisor.

3RD RESEARCH SCHOOL

Dates: Monday 11, Tuesday 12 & Wednesday 13 August 2008

Times: 9.00am - 5.00pm

Venue: Meet at Room 203, 83 Fairlie Tce, Kelburn, Wellington

General Plan

The School will run for two days (9-5). A draft class timetable for each School will be sent electronically prior to the School.

During the School...

- 1 Participate in a research community process - Presentation of research work to a qualified audience is an important part of the research process. To assist students during the 3rd School we conduct a 'mini-conference'. Each student presents a synoptic account of their research inquiry and their findings. In preparation for this event students send in an abstract. A book of abstracts is created and disseminated to the student group. Each student is expected to prepare a power-point presentation for the conference. The exact length of presentation will be advised –but usually a 20 minute time frame will be allocated –15 minutes for presentation and 5 minutes for questions and dialogue.

During the School we run the mini-conference. Please bring a blank audiotape/or a digital recorder to record your session and the dialogue that ensues (for your own purposes).

- 2 Engage thoughtfully with the other formal teaching and learning processes. In addition to student presentations the School will address a variety of research topics. Presentations from academic staff, former students and other guests will be provided.
- 3 Supervision and other university interactions. During School some time will be allocated for formal supervision (particularly for out of town students) and visits to the library (university thesis collection and other materials).
- 4 During the School students and supervisors should finalise arrangements and timelines for completion and identify the key requirements for polishing the research paper.

A MINI CONFERENCE: SCHOLARSHIP FOR PRACTICE

In preparation for this School students will have submitted (via email) a one-page abstract of their presentation, which will include name, the title and a brief summary of the subject –see next page, by 25 July 2008. Send to cheryle.moss@vuw.ac.nz

ASSIGNMENTS

Assignment information including grade descriptions, the procedures for submitting assignments and referencing information is available on the Graduate School's Website.

Assignment cover sheets and acknowledgement postcards are attached at the back of this outline. Please ensure you complete an assignment cover sheet and attach it to the front of each assignment you submit. All assignments are to be sent to **Abbey McDonald, Student Administrator**, who will record the details and pass it to the appropriate marker. **Please do not address assignments to members of the academic staff, as they are not necessarily the markers of the assignment.** If you want to have receipt of your assignment acknowledged, complete an acknowledgement postcard and attach it to the front of your assignment.

The Graduate School of Nursing, Midwifery & Health has set a number of assessment tasks and due dates to best meet the outcomes of the course. In keeping with the Graduate School's stated philosophy that no assessment work shall serve the Graduate School alone, it is possible to negotiate alternative assessments and schedule. This should be undertaken in consultation with the course co-ordinator.

Graduate School guidelines for submission and return of student assignments:

1. All assignments are to be submitted to the Graduate School by 5.00pm on the nominated due date.
 - 1.1 An extension to the due date may only be given in exceptional circumstances. Such circumstances would typically be sickness (as evidenced by a medical certificate) or bereavement.
 - 1.2 Application for an extension must be made to Course Co-ordinators at least 24 hours before the due date.
 - 1.3 Course Co-ordinators may grant an extension of up to 2 weeks.
 - 1.4 Any extension requested for longer than 2 weeks must be agreed to and signed off by the Teaching and Learning Co-ordinator or in her absence the Head of School.
2. Dean's extensions
 - 2.1 are available in exceptional circumstances for only the final piece of assessment in any course,
 - 2.2 must be applied for in writing at least 48 hours prior to due date,
 - 2.3 may be approved for up to 4 weeks by the Teaching and Learning Co-ordinator or Head of School with the appropriate documentation provided,
 - 2.4 may be extended beyond 4 weeks with written approval by, and an interview with, the Teaching and Learning Co-ordinator or Head of School.

3. Student coursework assignments submitted by the due date will be returned with feedback within four weeks of the due date. Students who do not submit within this timeframe may be subject to delays in their assignment being returned and may not receive comprehensive feedback.
4. Assignments which remain outstanding for up to two weeks without due cause beyond the due date will be marked, but cannot attract a grade higher than a 'C' (pass) grade.
5. Assignments that remain outstanding beyond two weeks from the due date without due cause will attract an 'E' (fail) grade. These assignments will not be marked and will not be able to be resubmitted for grading.
6. In exceptional circumstances withdrawal from assessment is a mechanism that may be recommended by the Course Co-ordinator to the Head of School when all avenues for extension have been exhausted and the Course Co-ordinator is satisfied that the student will be able to complete the required work in the negotiated timeframe. This timeframe will normally be to the end of the following trimester and will not extend beyond three trimesters.

Final assignments will not be accepted by email.

Students must submit and pass all pieces of assessment to satisfactorily complete the course.

GENERAL INFORMATION

- This course is assessed on a graded basis.
- There are two assignments within this course:

Assignment 1:

Part A Work in progress/first draft of the research paper

Part B Presentation of work in progress - Mini conference presentation

Assignment 2: Completed and final research paper

- Only the final research paper will be graded.
- **Students are required to submit all pieces of assignments**

Supervisors will assess each piece of work. In the unlikely event of this not being possible, the course co-ordinator will negotiate an alternative arrangement.

- If for some reason the student would prefer to modify these assignment tasks, a variation on the existing assignment structure and schedule may be negotiated with the supervisor and course co-ordinator.
- The final research paper is examined by two internal examiners – one is likely to be the supervisor, and the other is usually an academic staff member in the Graduate School.

CONFERENCE & SCHOOL PRESENTATIONS

Students of the Graduate School of Nursing, Midwifery & Health are encouraged to present their work at professional conferences and as papers for publication. Students should discuss this with the course co-ordinator in the first instance. Dissemination of findings from academic work is a very important part of graduate education and assists clinical teams and professional groups to access up-to-date and new knowledge. Course co-ordinators will provide academic guidance in relation to the targeted activities, and also in relation to the proper academic processes of authorship and acknowledgement.

For all conference, professional and workplace presentations our VUW Power Point template should be used. You are also required to use this template for all school presentations as part of your assignment requirements. This template is available and can be accessed by those students using Blackboard or you can email: abbey.mcdonald@vuw.ac.nz for a copy of the template to be sent to you.

As a general rule, presentations and papers should cite yourselves as post-graduate students, and name the Graduate School of Nursing, Midwifery & Health as the organisation. In keeping with academic conventions course co-ordinators and teaching associates who help with the ideas and preparation of the paper/presentation should be directly acknowledged or named as co-authors.

REPORTING STUDENT ACHIEVEMENTS AND AWARDS

At the end of each year the Graduate School reports to the University details of student special achievements (such as awards, grants, presentations, and publications).

You are required to complete and submit this form Record of Special Achievements related to Study at Victoria (attached to back of outline) with your final assignment for this course.

If you would prefer to complete and submit this form electronically, a copy of the form can be located on Blackboard, our website <http://www.victoria.ac.nz/nsemid/research/student-achievements.aspx> or you could contact Abbey.mcdonald@vuw.ac.nz to request a copy.

Assignment Number One

Assignment Name: First complete draft of 555 research paper & Mini-conference Presentation

Due Date: **Part A - 25 July 2008**

- 1) First complete draft of 555 research paper
- 2) Completed Abstract for the Mini-conference Presentation of work

Part B - 11 - 13 August 2008

Mini conference presentation on **11 - 13 August 2008**

This assignment does not give a grade, but is marked as satisfactory or unsatisfactory

THIS ASSIGNMENT CONSISTS OF TWO DISTINCT COMPONENTS

Part A

1) **First Draft of Research paper - Due: 25 July 2008**

Length: Approx 10,000 to 15,000 words or as negotiated with your supervisor

Please submit a completed draft of the research paper. This draft should reflect students' best attempts to meet the agreed goals and scope of the project.

Supervisors will advise students directly. In general, it is expected that students will generate a full draft of their research paper. This draft should be presented in the appropriate format as described in this section of this course outline 'Presentation of the research paper' (pp. 23-26). The document should be word-processed and conform to the APA referencing system or as negotiated with the supervisor.

NB: Supervisors will provide feedback within three weeks of receiving this document

2) **Completed Abstract for the Mini-conference - Due: 25 July 2008**

Length: 1 page (see next page for template).

Please e-mail an electronic version of this to Cheryle.Moss@vuw.ac.nz

Part B

Mini Conference Presentation at 3rd School - 11 - 13 August 2008

An important aspect of any research project is the dissemination of the research as work in progress, or as completed work. Students will be expected to give a formal presentation using PowerPoint. The supervisor will provide guidance on the structure and format of the presentation.

At the 3rd School, students will present a paper, which describes the project, to their colleagues and staff of the Graduate School. The presentation will be no longer than fifteen minutes. In the presentation the student will demonstrate and showcase the scholarly working of ideas and investigation of the key concerns or interests embodied in the research project. The presentation will identify the contribution that the research makes to the current state of knowledge within the practice discipline of midwifery or nursing.

Abstract Template for Mini-conference

Student: <your name>

Supervisor: <name>

Title of project:

Abstract: (limit 300 words)

Keywords: 4 keywords that accurately identify the research paper's subject, purpose and focus.

Aims: (of the research paper, 555)

Background: This should refer to the reasons for the study

Key Methods: Should include information about data collection method/s and processes of working the material

Key Findings: from the 555 inquiry (major part of abstract)

Conclusion: The national/international relevance, and implications/recommendations of the paper.

Assignment Number Two

Assignment Name: Research Paper

Due Date: 26 September 2008

Length: Approximately 10,000 – 15,000 words or as negotiated with supervisors.

This assignment is worth 100% of the final grade

RESEARCH PAPER DUE: 26 September 2008

The completed research project (Approximately 10,000-15,000 words)

Present a scholarly and comprehensive written paper on the designated research area. For direction on the process and formatting of the final report please refer to the section entitled **“Information Regarding Final Submission”**.

General criteria for assignment:

- The quality of the development of ideas and sophistication of the research paper
- Demonstration of overall capacity in the development and delivery of the research inquiry/project
- Demonstration of effective skills in literature critique, analysis and synthesis, weighting evidence, and in application to the research inquiry.
- General academic skills and ability to achieve synthesis
- Academic coherence of the written paper
- Currency of ideas and research
- Overall contribution to the practice discipline of midwifery or nursing

NB:

1. Assignment 2 relates primarily to Course Objectives 2-5.
2. This assignment forms the basis for the final grade in this paper.

Information Regarding Final Submission

for

NURS/MIDW 555: A Research Paper in Nursing or Midwifery

PRESENTATION OF THE RESEARCH PAPER

The information in this section of the course outline has been adapted from the material developed by the Faculty of Humanities and Social Sciences.

Introduction

This section contains information on the presentation, binding, and availability of the research paper.

Nearly all candidates find that the actual writing of a research paper takes much longer than expected. The preparation of a first draft is a difficult part of the project. However, its transformation into a final draft for submission is a rewarding and major scholarly component of the work. This stage usually takes much longer than imagined.

The University does not provide finance for the production of research papers.

GUIDE TO THE PRESENTATION OF THE RESEARCH PAPER

Candidates are responsible for ensuring compliance with this guide which is best consulted at an early stage of the candidature.

The guidelines are general as individual departments may have their own requirements as to style and presentation. (The Graduate School of Nursing, Midwifery & Health uses APA, 5th edition, style.) Candidates should check details of presentation and production with their supervisor before final preparation of the research paper.

1. Layout

It is recommended that the contents of the research paper be presented in the following order:

- Title page: A specimen page is provided on the next page
- Abstract: The research paper should include a short abstract, providing a summary of the methods of investigation and conclusions reached in a form suitable for publication. The abstract must not exceed 500 words. A length of about 300 words is recommended
- Acknowledgements: The candidate is required to acknowledge all assistance that has been received with the research paper
- Table of contents: Candidates should list sections with relevant page numbers
- List of Tables / List of Figures. All should be numbered and named and page references given
- Body of the text: Relevant advice is provided below in the section headed "Format"
- Appendices (if applicable): Candidates may wish to include here any material that does not fit conveniently into the body of the text
- References

SPECIMEN LAYOUT OF TITLE PAGE

THIS REPRESENTS THE FULL TITLE OF THE RESEARCH PAPER

by

Candidate's Full Name

**A research paper submitted to the Victoria University of Wellington
in partial fulfilment of the
requirements for the degree of
Master of Arts (Applied) in Midwifery* or Master of Arts (Applied) in Nursing* or Master
of Nursing (Clinical)* *NB strike out which does not apply**

Victoria University of Wellington

2008

2. Citation Style [Ensure List Is Correct]

Candidates are responsible for ensuring compliance with this guide which is best consulted at an early stage of the candidature. The Graduate School of Nursing, Midwifery & Health uses APA 5th edition style for referencing styles. Candidates should check details of presentation and production with the principal supervisor before final preparation of the research paper.

3. Format

- Word-processing and 12 point type font is recommended.
- The research paper should be printed single sided. Lines should be double spaced or at least 1.5 spaces apart. Leave a margin of at least 4 cm on the left or binding side of the page, uniform on all pages, including diagrams and charts. On the other three sides of the page the margins should be not less than 1.5 cm as the edges will be trimmed by the binders and there must be no danger of losing part of the text
- Candidates may also wish to distinguish quotations from the main text by using single spacing, or a different typeface or font.

4. Pagination

- Pages must be numbered consecutively and page numbers should appear on every page in a consistent position, except the title page which is normally counted but not numbered
- The main body of the text should be numbered in Arabic numerals but it is acceptable to assign Roman numerals in lower-case to preliminary pages (title page, abstract, table of contents etc.)
- Interpolated leaves - illustrations, maps or charts - should be included in the main numbering sequence.

5. Paper

The physical appearance of the research paper is very important. The paper used should be of good quality, and be in A4 format. It is essential that all leaves be of the same size so that they may be readily bound together. Larger material such as charts, diagrams and maps may be folded to conform to the A4 format.

BINDING

1. Temporary Binding For Examination

The Graduate School will send you written instructions about this.

2. Final Binding and Lodgement of the Research Paper

The Graduate School will send you written instructions about this.

AVAILABILITY

1. Public Availability of Research Paper

The University HEC guidelines require that research results must be disseminated and not kept secret. It is an important component of the university tradition that knowledge is openly available for examination and criticism by peers. Your abstract will be posted on the Graduate School's web page; and copies of the research paper will be lodged in the School.

2. Copyright

This still belongs to the author following deposit, and redress for plagiarism can be sought under the laws protecting copyright.

3. Withholding Access To Research Papers

- Rarely is there "good reason" why a research paper should be not available for consultation for a given limited period.
- In such cases candidates should apply to the School's Research and Ethics Committee for withholding of access for a given period, at the outset of the project, or as soon as the need for an embargo becomes apparent. If application is delayed there could be a difficulty if the Research and Ethics Committee subsequently declines the application after the research paper has been completed. The application must also be supported by the Head of School.

SUBMISSION AND EXAMINATION OF THE RESEARCH PROJECT

MA (Applied) / MN (Clinical) 555 research papers will be assessed by two internal examiners, one of who normally will be the supervisor. The second examiner will be appointed by the Graduate School's Research and Ethics Committee in light of recommendations received from the supervisor (in conjunction with the Research Co-ordinator). Students may request that a particular examiner not be appointed before, but not after, the Committee makes its decision. The supervisor will discuss this matter with the student as the work progresses towards submission.

Students must ensure that the final draft is sent to their supervisor to ensure that they can recommend that the work is ready for submission and that the work conforms to all relevant regulations and guidelines. Once the supervisor has signed off the work as ready for examination, **three copies** of the research paper should be submitted for examination, bound according to the School's guidelines for temporary binding with the students name clearly displayed on the front cover. These copies should be sent to Abbey McDonald, Student Administrator, at the Graduate School.

The Graduate School requires examiners to submit a written report which includes:

- the examiner's opinion supported by adequate comment, on the quality of the research paper; and the examiner's clear recommendation under the one of the following alternatives:
- that the research paper be accepted either unconditionally or subject to minor amendment, or
- that the research paper be regarded as not entirely suitable for acceptance for NURS/MIDW 555 but that it be returned to the candidate for re-submission at a later date; or
- that the research paper be rejected as unsatisfactory and that the candidate be advised of failure and to re-enrol in the course.

In the case of a research paper for which conflicting assessment recommendations have been received, and about which the examiners, having consulted with each other, are unable to agree among themselves, the Research and Ethics Committee will identify a third examiner. The Head of School will have the casting decision.

Final submission date for students who enrol in NURS/MIDW 555 in 2008 is 26 September 2008.

GRADUATE SCHOOL OF NURSING, MIDWIFERY & HEALTH
Record of Special Achievements related to Study at Victoria

At the end of each year the Graduate School reports to the University details of student special achievements (such as awards, grants, presentations, and publications). Please complete this form and **submit with your final assignment for the course**. If you would prefer to complete and submit this form electronically, a copy of the form can be located on Blackboard, our website <http://www.victoria.ac.nz/nsemid/research/student-achievements.aspx> or you could contact Abbey.mcdonald@vuw.ac.nz to request a copy.

Student Name: _____

Course Code: _____

Industry sponsorship

Name of Sponsor	Notes in relation to the conditions of sponsorship	Value	Year
eg, C&C DHB	50% Student fees paid on successful completion of the course of study	\$	2008

Special awards, Prizes & Scholarships

Name of Award/ Prize/ Scholarship	Source/Provider	Notes in relation to the prize/award/scholarship	Value/ Form	Year
eg 'Best clinical innovation'	Mental Health College of Nurses	A project that I developed while doing my practicum course resulted in our clinical team changing the way in which we met with and involved families in patient care	\$500 Award Certificate	2008

Professional presentations / Seminars /Conferences

If you gave any professional presentations, seminars or conference papers during the year please provide the details below use APA style for referencing these

Example: Student, A. (2008). New models of nursing documentation and their relevance to orthopaedic practice. Paper presented at the Orthopaedic Nurses study day 'Stepping towards the future' held in Wellington, 14 August 2008.

Publications (Book reviews, editorials, journal articles, chapters, monographs, books etc)

Example: Student, A & Teacher, B. (2008). Mental Health Consumers speak about their Health Education Needs. *Contemporary Nurse*, 5(4), 114-126.

Other Special Achievements

If you have had any other special achievements during the year please provide the details.

Attach and submit with your final assignment thank you