



CALWEST UNIVERSITY

Course Type: **Doctor of Business Administration**

Course Code: **DBA814**

Course Name: **Research Thesis**

COURSE SYLLABUS

Students please note that this must be the last course in the sequence of DBA courses. It is equivalent to 18 credit hours. The sequence of study must also be followed, starting with studying (1) Research Methods; followed with presenting a (2) Research Proposal; and then undertaking the proposed research and writing the (3) Research Thesis (this course).

1. Course Description

Prior to doing this course, students must first complete all the compulsory courses, especially the Research Methods and Research Proposal courses. Prior to doing the Research Project, students would need to have developed a research proposal and have it approved by the supervisor appointed to them.

Please contact your supervisor by email prior to commencement of your Thesis to ensure that the thesis Topic is in line with your Research Proposal. Once your supervisor confirms your Thesis topic, you can commence your research.

At the DBA level, it is assumed that, given adequate supervision, the student will be able to perform independent research.

It is important to note that students should endeavor to make satisfactory progress and complete the Research Thesis within the designated timeframe, since the completion of the thesis is ultimately a candidate's responsibility. The role of the supervisor is to support and give guidance rather than to lead and give instruction. Students are expected to behave proactively during the process and take initiatives to ensure the successful completion of their projects.

Calwest University therefore seeks to provide the DBA students with continuous, timely, and well-structured supervision. All correspondence pertaining to research matters will be direct between the student and his/her supervisor. Calwest advises that students should be regularly in contact with their supervisor; and that all draft thesis chapters must be submitted to their supervisor when completed for comment.

Supervision will be discontinued if a student withdraws from the Research Proposal course, the Research Thesis course or takes an approved Leave of Absence. Although it is desirable that a student is allocated the same supervisor upon return to the DBA program, please note that it is not guaranteed, as Calwest academic staff may have other commitments/ or constraints that will prevent reappointment.

2. Supervisor's Responsibilities

It is expected that supervisor will:

- Be aware of the tight time constraints under which the students are working and strive to ensure that they assist the students in a timely way.
- Provide guidance about the standard of performance expected and assist in planning of the research program.
- Provide feedback and advice concerning structure, approach, and contents of the Research Thesis.
- Recognize their responsibility to ensure the Research Thesis is conducted in an effective professional manner.
- Provide guidance as to the delineation of a clear topic, methods to use for the research, the relevant body of literature to consult and the timing of the research and written aspects of the project.
- Provide guidance as to the ethical standards in conducting research.
- Provide constructive feedback on the draft chapters as appropriate - both in terms of the timeframe and content. *[Supervisors need to progressively review all chapters as they are completed to minimize the reworking of the dissertation at the end of the process].*
- Encourage the student to show initiative so that the student will be able to pursue independent research with confidence, particularly in the final stages of candidature and afterwards.
- Clearly articulate expectations for the student's research outcomes that a supervisor expects them to meet.

3. Student's Responsibilities

It is expected that students will:

- Endeavour to make satisfactory progress and complete the Research Thesis within the designated time frame.
- Take responsibility to ensure that the completion of the Research Thesis is undertaken in a timely manner.
- Where appropriate, obtain approval for the study from the Calwest's Research Ethics Committee.
- Behave proactively during the process and take initiatives to ensure the successful completion of the project. *[The role of the supervisor is to support and give guidance rather than to lead and give instruction].*
- Ensure a professional manner with the supervisor is maintained at all times.
- Develop, in consultation with the supervisor, the research plan and timeline for completion of the various stages of the Research Thesis.
- Submit draft work by email as a WORD document to the supervisor, and indicate briefly how the piece of work fits into the plan of the Research Thesis as a whole, meet deadlines, and maintain satisfactory progress with the research project.
- Submit draft works in sufficient time to allow for comments and discussions.
- Advise the supervisor of any significant factors which may affect their progress and initiate any variations to candidature as required.
- Attempt to acquire and develop the skills and knowledge necessary for completion of the Research Thesis.

- Communicate a clear set of questions to be answered by the supervisor through email contact.
- Keep notes of advice received with Track changes via emails.

4. Prescribed Reading (Compulsory)

Saunders, M.N.K., Thornhill, A., Lewis, P., *Research Methods for Business Students*, (Latest Edition), Pearson, New Jersey, USA. <http://www.pearsoned.com/>

5. Student Resource Requirements

- PC: A reliable computer running Windows XP or higher with 500 MB of RAM or higher
- Mac: A reliable computer running Mac OS 10 or higher
- Reliable high speed Internet connection (minimum 768 Kbps/128 Kbps)
- Web browser with Adobe Flash Player installed (Flash Player 10 or higher recommended)

6. Assessment

Your course assessment is a completed Research Thesis.

[This thesis is equivalent to 3 Project Dissertations in a traditional DBA course, and is equivalent to 18 credit hours]

Please submit your completed thesis by as a **Word document** direct to your supervisor by email for comment.

At this point all correspondence should be direct between you and your supervisor.

Your final thesis should be a Microsoft Word document in Times New Roman 12; with 1.5 spacing and line spacing before 12 points and after 6 points.

The length should be between 25,000 and 50,000 words (including references and appendices)

Once your supervisor and you are happy with your thesis, your supervisor will officially submit it for grading to two external examiners.

You will be notified of the outcome within 3 months of your submission, by email.

7. Grading Criteria

Calwest University applies the following grading system in all courses:

A pass mark of 60% (grade of D which is a bare minimum pass) or above is required to satisfy the educational requirements of the university for completing the course. The grade assessments are as follows:

Below 60%: Fail	73-75% : C	85-88% : B+
60-64% : D	76-78% : C+	89-91% : A-
65-69% : D+	79-81% : B-	92-95% : A
70-72% : C-	82-84% : B	Over 95% : A+