

### BBA 3904 – Table 3

#### 2.3.2 Basic information of each course/module

Table 3: Summary of information on each course/module

1.	Name of Course/Module: <b>Undergraduate Project Paper</b>				
2.	Course Code: <b>BBA 3904</b>				
3.	Name(s) of academic staff: TBA				
4.	Rationale: It is essential that students develop analytical and problem solving skills through managing work related matters or business tasks in the form of either basic research or project management. The knowledge and skills gained will be useful for the student's employment environment.				
5.	Semester and Year offered: Semester 6, Year 3				
6.	Total Student Learning Time (SLT)	Face to Face			Total Guided and Independent Learning
	L = Lecture T = Tutorial P = Practical O = Others	L	T	P	O
		34		-	-
					34 GL+ 126 NGL= 160 hours
7.	Credit Value: 4				
8.	Prerequisite (if any): Nil				
9.	Objectives: To expose the students to; <ul style="list-style-type: none"> <li>• the skills of writing an undergraduate project paper proposal and research.</li> <li>• the challenges and scenarios in working environment.</li> <li>• Basic understanding of the process in handling work related issues or business tasks given.</li> </ul>				
10.	Learning outcomes: LO1: Identify relevant issues at work place. LO2: Prepare research proposal to identify causes to issues at hand. LO3: Establish findings and recommendation for solutions. LO4: Submit report and present the project case to the management or relevant faculty.				
11.	Transferable Skills: It allowed the students to use their knowledge gained in this course to design and plan projects in business research.				
12.	Teaching-learning and assessment strategy: Guided and non-guided learning, proposal and thesis writing, oral presentation, consultation with supervisor				

13.	<p>Synopsis: For the Undergraduate Project, students are expected to write an undergraduate project. It is compulsory for the students to undergo undergraduate project under the supervision of appointed lecturer. This course is designed to provide a basic knowledge and understanding for students to be exposed to philosophy, concepts, theory and research methodology in business. Students will be equipped with the basic idea of doing research project in order to prepare them in conducting research at more advanced level.</p>												
14.	<p>Mode of Delivery: Project report writing supervised, evaluated by supervisor and graded by internal evaluator.</p>												
15.	<p>Assessment Methods and Types:</p> <table border="0"> <tr> <td>Research Project writing</td> <td>40%</td> </tr> <tr> <td>Presentation (proposal and thesis)</td> <td>40%</td> </tr> <tr> <td>Consultation with supervisor</td> <td>20%</td> </tr> <tr> <td><b>Total</b></td> <td><b>100%</b></td> </tr> </table>					Research Project writing	40%	Presentation (proposal and thesis)	40%	Consultation with supervisor	20%	<b>Total</b>	<b>100%</b>
Research Project writing	40%												
Presentation (proposal and thesis)	40%												
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<b>Total</b>	<b>100%</b>												
Mapping of Learning Outcomes to Taxonomy and Assessment Methods													
<b>Assessment Methods</b>													
<b>Learning Outcomes</b>	<b>Taxonomies</b>	<b>Consultation with Supervisor</b>	<b>Project Paper Report</b>	<b>Presentation</b>									
LO1	C2	Implementation of project or research as guided	Meeting required format	Project presentation to meeting all learning outcomes.  Parts A to E									
LO2	C5, P4		Research process and methodology										
LO3	C5, C6		Findings and recommendations										
LO4	P4		Submission										
16.	Mapping of the course/module to the Programme Aims NA												
17.	Mapping of the course/module to the Programme Learning Outcomes: See attached												
18.	Content outline of the course/module and the SLT per topic:												
		Delivery				GL Hour	NGL Hour	SLT					
Topics	L	T	P	O									

<b>1. Introduction of business research project</b> 1.1 Basic business research process. 1.2 Discussion with supervisor	4		-	-	4	8	12
<b>2. Writing the research project proposal.</b> 2.1 Format for research proposal 2.2 Research issues, problem statement and research objectives. 2.3 Research Project Title.	4				4	8	12
<b>3. Meeting with supervisor</b> 3.1 Discussion on research design, research process, activities and schedules of works. 3.2 Research title, scope of the research project	16	4	-	-	20	40	60
<b>4. Research process</b> 4.1 Research design. 4.2 Research methodology 4.3 Analysis of results 4.4 Recommendation 4.5 Research project writing 4.6 Presentation	4				4	60	64
<b>5. Research project writing</b> 5.1 Research report format. 5.3 Research structure 5.4 Research results 5.5 Recommendation and Conclusion 5.5 References	4				4	40	44
<b>6. Presentation</b>	2				2	6	8
<b>TOTAL STUDENT LEARNING TIME</b>	34		-	-	34	126	160

19.	<ul style="list-style-type: none"> <li>• Main references supporting the course:             <ol style="list-style-type: none"> <li>1. Donald R. Cooper, Business research Methods, Mc Graw Hill, 2012</li> </ol> </li> </ul>							
20.	Other additional information: Nil							