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# 1. Staff Contact Details

All academic staff together with some senior engineers from industry act as supervisors to the students undertaking PG thesis work. Support is also provided by the workshop and laboratory staff.

Contact details of the Course Coordinator

Dr Danielle Moreau  
School of Mechanical and Manufacturing Engineering  
Ainsworth Building 408E  
Tel (02) 9385 5428  
Email [d.moreau@unsw.edu.au](mailto:d.moreau@unsw.edu.au)

It is recommended you email to make a specific appointment if you need to discuss any 3.928

hours per week, for an average student aiming for a credit grade. Various factors, such as your own ability, your target grade, etc., will influence the time needed in your case.

Some students spend much more than 40 h/w, but you should aim for not less than 40 h/w on coursework for 24 UoC.

This means that you should aim to spend not less than about 10 h/w on this course, including consultation with supervisor and workshop/laboratory staff and library/internet search. However, most students spend more time on their thesis work.

#### Contact Hours

There are no set contact hours for this course.

#### Summary of the course

PG Thesis is usually completed in two consecutive semesters during the last academic year. This is the only course where the students have complete freedom to work on his/her chosen thesis projects from the initiation to the end – the project contains a large amount of original research and/or novel design work or analysis. It is not the responsibility of the supervisor to tell the student what to do, nor should it be assumed that the supervisor is an expert in all areas of engineering. They are there to offer guidance and advice, as are laboratory staff, workshop staff, and others in the school that may have expertise in the area of your project. The successful execution of the project is solely the responsibility of the student.

#### Aims of the course

Thesis A is to be taken in the second last semester required for the completion of all requirements for the award of the degree. This course, together with MECH9012 Project B, which is to be taken in the following semester, requires each student to demonstrate managerial, technical and professional skills in planning and executing an approved engineering project within a stipulated time limit. Each student is guided by a supervisor, but

Before you start work in a laboratory or undertake any activity which might be considered hazardous in any way, you must read and understand the practices and procedures described in the OHS section of the School's intranet

## Workshop

All student activities requiring manufacture in the Workshop should be discussed with the Workshop personnel at the inception of the work. The Workshop personnel must have the opportunity to advise and influence the design to help minimise assembly, manufacture or functional problems.

The Workshop is usually in high demand. If you require the Workshop to manufacture equipment essential to your thesis, then make sure that you discuss your requirements as early as possible with the Workshop/Laboratory Manager. You should provide engineering drawings which are first approved by the laboratory officer-in-charge. You should make every effort to minimise the Workshop load by modifying existing equipment rather than building from new, and by keeping your designs simple.





## 7. Course evaluation and development

Feedback on the course is gathered periodically using various means, including the Course and Teaching Evaluation and Improvement (CATEI) process, informal discussion in the final class for the course, and the School's Student/Staff meetings. Your feedback is taken seriously, and continual improvements are made to the course based, in part, on such feedback.

In this course, recent improvements resulting from student feedback include revised marking schemes, Faculty-wide marking guidelines and Faculty templates.

## 8. Academic honesty and plagiarism

UNSW has an ongoing commitment to fostering a culture of learning informed by academic integrity. All UNSW students have a responsibility to adhere to this principle of academic integrity. Plagiarism undermines academic integrity and is not tolerated at UNSW. *Plagiarism at UNSW is defined as using the words or ideas of others and passing them off as your own.*

Plagiarism is a type of intellectual theft. It can take many forms, from deliberate cheating to accidentally copying from a source without acknowledgement. UNSW has produced a website with a wealth of resources to support students to understand and avoid plagiarism: <https://student.unsw.edu.au/plagiarism> The Learning Centre assists students with understanding academic integrity and how not to plagiarise. They also hold workshops and can help students one-on-one.

You 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 the proper referencing of sources in preparing all assessment tasks.

If plagiarism is found in your work when you are in first year, your lecturer will offer you assistance to improve your academic skills. They may ask you to look at some online resources, attend the Learning Centre, or sometimes resubmit your work with the problem fixed. However more serious instances in first year, such as stealing another student's work or paying someone to do your work, may be investigated under the Student Misconduct Procedures.

Repeated plagiarism (even in first year), plagiarism after first year, or serious instances, may also be investigated under the Student Misconduct Procedures. The penalties under the procedures can include a reduction in marks, failing a course or for the most serious matters (like plagiarism in an honours thesis) even suspension from the university. The Student Misconduct Procedures are available here:

<http://www.gs.unsw.edu.au/policy/documents/studentmisconductprocedures.pdf>





