Student Information Guide
2008

Doctor of Education

A National Program offered by the Faculty of Education

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1. Key Contacts

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### ACADEMIC ADMINISTRATION:

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
<th>Room</th>
<th>Email</th>
<th>Telephone</th>
</tr>
</thead>
<tbody>
<tr>
<td>National Course Coordinator</td>
<td>Associate Professor Denis McLaughlin</td>
<td>FC.43</td>
<td><a href="mailto:denis.mclaughlin@acu.edu.au">denis.mclaughlin@acu.edu.au</a></td>
<td>07 3623 7154</td>
</tr>
<tr>
<td>Administration Officer</td>
<td>Belinda Megson</td>
<td>FC.47</td>
<td><a href="mailto:belinda.megson@acu.edu.au">belinda.megson@acu.edu.au</a></td>
<td>07 3623 7441</td>
</tr>
</tbody>
</table>

### STATE RESEARCH OFFICERS:

#### NSW and ACT:

Boonseng Leelarthaepin  
Research Office Strathfield  
Locked Bag 2002  
Strathfield NSW 2135  
Ph: 02 9701 4093  
Email: boonseng.leelarthaepin@acu.edu.au

#### QLD:

Carmen Ivers  
Research Office McAuley  
PO Box 456  
Virginia QLD 4014  
Ph: 07 3623 7294  
Email: carmen.ivers@acu.edu.au

#### VIC:

Liz Ryan  
Research Office St Patrick's  
Locked bag 4115  
Fitzroy Melbourne  
Vic 3065  
Ph: 03 9953 3156  
Email: elizabeth.ryan@acu.edu.au
2. Program Information

GENERAL INFORMATION:

The Doctor of Education (EdD) provides an advanced course of study at the doctoral level like the traditional Doctor of Philosophy (PhD) degree. The EdD is research based but concerned with the reflective application of advanced knowledge to problems of professional practice. The Doctor of Education is designed to service the needs of professionals who wish to undertake doctoral level study so as to expand their theoretical bases for practice, to analyse current ideas and issues, and to address problems in educational practice.

Participants are encouraged to take up research questions that are germane to their current or projected career interests.

Australian Catholic University has the second largest Faculty of Education in Australia with qualified and experienced academics researching in teaching, learning and curriculum, religious education, all aspects of Catholic education, educational leadership, management, governance and policy.

Within the Faculty there are two Research Flagships:

- Mathematics Education and Literacy Flagship
- Creative and Authentic Leadership Flagship

COURSE STRUCTURE:

Stage One: Three course work units
Stage Two: Proposal defence preparation and presentation, then ethics clearance
Stage Three: Field work research, thesis crafting and completion, thesis defence presentation, thesis examination
REQUIREMENTS TO COMPLETE AWARD:

1. Satisfactory completion of 30 credit points from
   a. EDFD 705: Research Problem Exploration in Context, (stage 1)
   b. EDFD 706: Literature and Theoretical Critique and (stage 1)
   c. EDFD 707: Paradigms Methodologies and Methods. (stage 1)
2. Successful presentation of Proposal Defence by the end of the second year (stage 2)
3. Ethics Clearance obtained before progressing to stage 3
4. Annual presentation of Work in Progress Colloquia (stage 3)
5. Successful presentation of internal Thesis Defence Seminar (stage 3)
6. Successful External Examination of Thesis (last part of stage 3)

STRUCTURE FOR PART TIME CANDIDATES:

<table>
<thead>
<tr>
<th>Year</th>
<th>Semester 1</th>
<th>Semester 2</th>
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<tbody>
<tr>
<td>1</td>
<td>EDFD 705: Research Problem and Exploration in Context</td>
<td>EDFD 706: Literature and Theoretical Critique</td>
</tr>
<tr>
<td>2</td>
<td>EDFD 707: Paradigms, Methodologies and Methods</td>
<td>Proposal defence preparation &amp; presentation</td>
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<td>3</td>
<td>Thesis</td>
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<td>6</td>
<td>Thesis</td>
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**STRUCTURE FOR 2008:**

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<th>New Enrolments:</th>
<th>Continuing enrolments:</th>
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<tbody>
<tr>
<td>Semester One:</td>
<td>EDFD 705</td>
<td>EDFD 707</td>
</tr>
<tr>
<td>Semester Two:</td>
<td>EDFD 706</td>
<td>Thesis proposal</td>
</tr>
<tr>
<td></td>
<td></td>
<td>preparation</td>
</tr>
</tbody>
</table>
LENGTH AND MODE OF THE COURSE:

The normal period of candidature would be three years full-time or six years part-time.

The EdD program has been designed to promote opportunities for candidates to engage with qualified academic staff in each coursework unit of the program and to meet a range of academic staff who may be able to provide supervision of the research component of the program.

For part time students the maximum number of units in which candidates may enrol in any one year is two units.

CANDIDATE ENTRY REQUIREMENTS:

Applicants normally would have completed a Master's degree in Education or equivalent, appropriate studies with an average grade of Second Class Honours or higher. It is expected that candidates would have a minimum of at least five years experience in their field.

Applicants whose educational qualifications do not satisfy the requirements for admission to the course, but who have a sound and sufficient basis for application, supported by documentation, may be granted admission if they satisfy special admission criteria, determined by the University Research and Research Training Management Committee (URRTMC) in consultation with the relevant Faculty Research Standing Committee (FRSC).

Candidates are required to supply two confidential references indicating their suitability for undertaking the EdD and their capacity to complete a thesis. At least one of these must be an academic reference; one may be provided by a professional referee. Both referees should possess doctoral qualifications or relevant professional experience. There will be no recognition of prior learning for professional experience. Recognition may be granted for relevant coursework study done at the doctoral level.

FOR SPEAKERS OF A FOREIGN LANGUAGE:

In addition to all of the above, speakers of English as a foreign language must also meet the University's current English language requirements as follows:

- IELTS (International English Language Testing System) with an overall score of 7.0, including an individual score of 6.0 for writing and speaking tests and 6.0 for listening and reading tests; OR
- TOEFL (Test of English as a Foreign Language) score of 600 and a TWE 5.0; or a computer-based score of 250 with an essay rating of 5.0; OR

Applicants must also have a minimum of three years study with English documented as the medium of instruction at accredited and NOOSR recognised secondary and/or tertiary institutions.

Applicants without the necessary academic background in the area of study in which they intend to research may be required to undertake specific units of study as a pre-requisite for admission.
FEES & ADDITIONAL COSTS:

All Research Higher Degree (RHD) students have their tuition fees paid for by the University for the duration of approved candidature. This is known as a “fee waiver scholarship”.

For further information contact the Research Officer in each state.

LEAVE CONDITIONS:

Leave entitlements apply as per the RHD regulations (6 months initially and 12 months for extreme circumstances; a doctor certificate must be provided).

Approved leave is factored into the expiry timeline.

EXTENSION OF CANDIDATURE CONDITIONS:

Extension of candidature as per the RHD regulations is initially 6 months and 12 months for extreme circumstances. Approved extensions are factored into the expiry timeline.

Students have access to supervisors during this time.

APPLICATION FORMS:

Application forms for all variations of candidature eg leave, extension, change of supervisor, conversion to PhD, withdrawal, change of thesis topic etc, must be obtained from the relevant research candidature officer in each state.

SUPERVISION:

Candidates will be appointed a supervisor by the beginning of the second semester of the course. To facilitate this, a process of consultation between the student and potential supervisors will be initiated half way through the first semester.

Current Regulations

After receiving the advice of the Dean, the URRTMC shall appoint a Principal Supervisor and, if appropriate, one or more additional supervisors (to be known as Co-Supervisors) for each candidate at the same time as it approves admission to the thesis stage of the candidature.

Before making a recommendation, the Dean shall consult with the Head of School, proposed supervisor(s), other staff, as may be appropriate, and, if necessary, the candidate. The Dean must provide an assurance of continuity of expert supervision for the duration of candidature in the field of study. On the advice of the Dean, the URRTMC may appoint a Co-Supervisor. All supervisors shall follow the procedures outlined in the University’s Supervision Policy. For further information regarding supervision:

STUDENT ID CARD

Student ID cards are available from your local Student Centre.

In order to obtain your student ID card your enrolment must be recorded on the student database.

If you are unable to come to the campus to have your ID card photo taken during normal business hours, you can forward to the Student Centre a passport sized colour photograph for scanning or an electronic image file in jpeg format. Please ensure you include your full name, course and student ID number when providing your photograph to the Student Centre.

Please note that “happy snaps” are not appropriate and are not acceptable. Only passport-sized photos [head & shoulders] will be accepted.

You must allow a minimum of ten working days after returning your enrolment material (if all the information you have provided is correct) before an ID card can be produced.
3. Units Offered

Unit EDFD 705

Research Problem Exploration in Context
Candidates will be introduced to and guided to use a comprehensive array of data bases. They will be mentored through critical reflective experiences to generate a logical narrative, culminating in the justified articulation of their research problem as they appreciate it at this early stage. This understanding in turn is employed flexibly in the incipient investigation of the scholarly literature to produce a literature map with a major annotated literature framework accompanying it. The framework represents an initial synthesized understanding of the substantive content knowledge which underpins the research pursuit. This stage is the pre-requisite of the literature review to be attempted in the following unit. The outcome of this unit is the basic scaffolding for three chapters of a thesis or dissertation.

Unit EDFD 706

Literature and Theoretical Critique
This unit will engage the candidate, in close consultation with his/her supervisors in identifying the appropriate literature. From the concepts embedded in the problem articulation, and by synthesising the relevant literature, the candidate will generate a conceptual framework. This allows the candidate to use the literature to illuminate an understanding of the problem as well as, where appropriate, to generate the research question. The final literature review will be a complex and unique reconceptualisation of the relevant literature in order to demonstrate and argue for the research question and its sub-questions.

Unit EDFD 707

Paradigms, Methodologies and Methods
In writing a research thesis, it is imperative to communicate comprehensively and to justify the research design underpinning the study. Thus clarity, coherency and comprehensiveness of the research design are pivotal. The purpose of this unit is to assist students to construct the research design chapter of their thesis. The unit addresses the need to develop and defend a theoretical framework and research methodology generated from the research problem, an issue identified by examiners as often lacking in the design chapter. Likewise, the unit guides candidates to argue logically for a research design based on the justified research questions.

Assessment:

The assessment item for each of the units above totals 10,000 words in length.

While all assessment is considered work in progress, not end points in the gradual construction of the thesis, successful completion of each unit is required to continue on to the next stage of the course.
4. Key Academics

National Course Coordinator: Associate Professor Denis McLaughlin
Room: FC.43 McAuley Campus
Email: denis.mclaughlin@acu.edu.au
Telephone: 07 3623 7154

State Lecturers:
EDFD 705: RESEARCH PROBLEM EXPLORATION IN CONTEXT

QLD
Unit Coordinator: Dr Eugene Kaminski
Room: FC.32 McAuley Campus
Email: eugene.kaminski@acu.edu.au
Telephone: 07 3623 7155

VIC
Unit Lecturer: Dr Helga Neidhart
Room: 4/32 Main Building St Patrick's Campus
Email: helga.neidhart@acu.edu.au
Telephone: 03 9953 3267

NSW
Unit Lecturer: Associate Professor Charles Burford
Room: (Edmund Rice Building - 1/) Edward Clancy Building
Email: charles.burford@acu.edu.au
Telephone: 02 9701 4166
EDFD 706: LITERATURE AND THEORETICAL CRITIQUE

QLD

Unit Lecturer:              Professor Peta Goldburg rsm  
Room:                      GC.23 McAuley Campus  
Email:                     peta.goldburg@acu.edu.au  
Telephone:                 07 3623 7303

VIC

Unit Coordinator:          Associate Professor Kath Engebretson  
Room:                      4/52 Main Building St Patrick’s Campus  
Email:                     kath.engebretson@acu.edu.au  
Telephone:                 03 9953 3292

NSW

Unit Lecturer:             Associate Professor Maureen Walsh  
Room:                      2/41 St Edmund’s Building Strathfield Campus  
Email:                     maureen.walsh@acu.edu.au  
Telephone:                 02 9701 4203

EDFD 707: PARADIGMS, METHODOLOGIES AND METHODS

QLD

Unit Coordinator:          Dr Pam Hanifin &  
                          Associate Professor Denis McLaughlin  
Room:                      FC.43 McAuley Campus  
Email:                     denis.mclaughlin@acu.edu.au  
Telephone:                 07 3623 7154

VIC

Unit Lecturer:             Dr Neill Ustick  
Room:                      3/23 Signadou Campus  
Email:                     neil.ustick@acu.edu.au  
Telephone:                 02 6209 1147

NSW

Unit Lecturer:             Dr Lyn Carter  
Room:                      4/54 Main Building St Patrick’s Campus  
Email:                     lyn.carter@acu.edu.au  
Telephone:                 03 9953 3282
## 5. 2008 National Timetable

<table>
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<td>4-36</td>
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All units commence at **9am** sharp and conclude at **4pm**. Coffee/Tea is provided by the university. Lunch can be purchased from outlets nearby the University or brought from home.
CHECKLIST FOR STUDENTS ATTENDING CLASSES:

All sessions commence at 9.00am and end at 4.00pm, unless otherwise negotiated.

Attendance at all sessions is compulsory. Please notify the lecturer in charge in advance, if there are problems.
6. 2008 Information for each unit

CANDIDATES NEED TO BE AWARE THAT THESE UNITS ARE NOT DISCRETE. THEY ARE “WORK IN PROGRESS” AND WILL CONTRIBUTE TO A NUMBER OF CHAPTERS OF THE THESIS.

EDFD 705

Pre-first meeting activity:
For our first meeting, you need to spend sometime seriously thinking and then writing about what you think in broad terms will be your research problem. You are to write a story in explaining in concrete terms the background leading to some articulation of your research problem. E.g. “My name is …. I teach underachieving boys mathematics…etc. In doing this I found that many boys….” What is not wanted is: “My topic is boys’ education.” The story is about 500 words in real, specific, non academic narration. This beginning clarification exercise is important and over the next few weeks you may change your focus in the light of intensive reading. However, you need to start thinking about what research you think now might interest you. If you wish to chat about this, give me ring. I very much look forward to meeting you in 2008.

I want you to carefully read the following article before our first meeting: ‘Scholars before Researchers: On the centrality of the dissertation literature review in research preparation’. http://www.aera.net/uploadedFiles/Publications/Journals/Educational_Researcher/3406/Boote.pdf

EDFD 706

EDFD 706, Literature and Theoretical Critique is a very important unit building on the groundwork begun in semester one. Analysing and synthesizing the appropriate scholarly literature is a key component in completing your doctoral goal. This is the chapter where you acquire and deepen the substantial content knowledge in your research area. A study of the literature might assist you generate the research questions to focus the conduct of future research. You would be wise to consult Australian Digital Dissertations and critique different literature reviews. The assistance of your supervisor is pivotal in this unit.

EDFD 707

The aim of EDFD 707, Paradigms, Methodologies & Methods is to provide scaffolding for your research design or methodology chapter. You will need to read extensively in this area. Reading and Interpreting Research in Education provides some information that assists you to think about your research. Please scrutinise the list of recommended texts and take some of these out of the library so that you have some basic knowledge before the unit commences. In addition, in first semester of every year there will be workshops on analysing interpretative or qualitative data using computer programs. You will be informed of the dates for these. Those who need assistance with quantitative analysis are to contact me and I will arrange with appropriate Heads of School individual seminars for candidates.
7. Access and Operation of WebCT

1. To access WebCT you need to type in the following URL in your Web browser e.g. Internet Explorer: http://acuonline.acu.edu.au/

2. However, when using WebCT for the first time, you need to do two things:

   Part 1: Run a check to see if your Web Browser is set up to operate properly with WebCT.

To do this, click on “Check Browser” in the top right corner of your accessed screen page. There will be a list of “boxes” which should have a tick marked in them, but probably the ones named “Java Check” and “Pop Up Check” may have a cross. To change these, you need to click on the highlighted section called “Browser Tune-Up Page” and follow the instructions e.g.

- Click on “Start the Browser Tune up”
- Select either Windows or Mac Operating system that is on your Computer
- Confirm the Internet Browser your computer is using e.g. Internet Explorer
- Scroll down the next screen to the section “Enable Java” and click on the highlighted section “Java – Get It Now”
- On the next page called “Java(TM) 2 Runtime Environment, Standard Edition 1.4.2_09”, click on the button named “Accept Licence Agreement” and then double click on “Windows Offline Installation, Multi-Language” (only if your computer run on a Windows Operating system)
- This will load the program onto your computer. However, you also need to enable the new Program on your computer after downloading by following these next instructions.

Enable Javascript – (for using Internet Explorer)

<table>
<thead>
<tr>
<th>Internet Explorer</th>
<th>1. Select Tools then choose Internet Options. The Internet Options screen appears.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2. Select the Security tab.</td>
</tr>
<tr>
<td></td>
<td>3. Click the Custom Level button. The Security Settings screen appears.</td>
</tr>
<tr>
<td></td>
<td>4. Scroll down to Scripting, and enable Active Scripting and Scripting of Java Applets.</td>
</tr>
<tr>
<td></td>
<td>5. Click OK. The Internet Options screen appears.</td>
</tr>
<tr>
<td></td>
<td>6. Click OK.</td>
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</tbody>
</table>
Part 2: You now also need to **Disable Pop-Up Blocking for WebCT**

While using WebCT, if you are unable to view discussion postings, quiz windows, and download links, then you need to disable pop-up blocking for your WebCT server.

Depending on the pop-up blocking software you are using, **you may be able to set your WebCT server as an allowed site, OR you may need to disable the pop-up blocker while using WebCT.**

Pop-up blockers work in the background while you browse the internet. When they detect a pop-up window that may be an unwanted advertisement, they automatically close the window. This can prevent WebCT from performing properly.

**To disable pop-up blockers for WebCT:**

a) Search your hard drive for any software with "pop-up" in the name. Disable it or set your WebCT server as an allowed site. Examples of popular pop-up blocking applications include:

- Pop-Up Stopper
- Pop-Up Defender
- Pop-Up Zapper

b) Pop-up blocking functions are included in some anti-virus, internet security, personal firewall, and browser programs. Disable the relevant setting in the program or set your WebCT server as an allowed site. Examples of programs that include pop-up blocking functions include the following.

**Note:** Click the links to read configuration information. If there is no link, refer to the Help in the affected program.

- Norton Internet Security
- Zone Alarm Pro
- Google Toolbar
- Yahoo! Toolbar
- MSN Toolbar
- AOL 8.0 and later
- Safari browser
- Microsoft Windows XP, Service Pack 2
- ICQ Toolbar
- Mozilla browser
- Netscape browser
- Firefox browser
3. **Parts 1 and 2** only need to be done the very **first time** you are about to use WebCT. After that, you just access WebCT using the URL in Item 1 at the top of this document.

4. So after using the given URL, the page will show “ACUonline” Click on “Log in”.

5. You then need to fill in “User name” and Password”, both of which should have come in your papers from the University and then click “OK” (If the information hasn’t arrived, you could use your Student ID number as “User name” and your Date of Birth (eg. 07 12 2006 [no spaces]) as a “Password”.

6. Once the “Course List” screen comes up, click on the unit, eg semester one unit “RESEARCH PROBLEM EXPLORATION IN CONTEXT - EDFD705 “and then on the “Student” tab in the next screen. You can now access the documents on the WebCT site.