香港教育大學
The Education University of Hong Kong

THESIS HANDBOOK

Master of Arts in Child and Family Education

2022/23

(Full-time Year 1)
(Part-time Year 2)

Faculty of Education and Human Development
教育及人類發展學院

Department of Early Childhood Education
幼兒教育學系

Course Outline

Part I

Programme Title   : Master of Arts in Child and Family Education
                           (One-year Full-time) A1M089
                           (Two-year Part-time) C2M021
Course Title   : Thesis
Course Code   : ECE6181
Department   : Early Childhood Education
Credit Points   : 6
Contact Hours   : N.A. (individual supervision)
Pre-requisite(s)   : Nil
Medium of Instruction : English
Level   : 6

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Part II

1. **Synopsis:**

   The Thesis course is a two-semester course that integrates reading, research and writing. It offers students an enriching opportunity to develop a well-defined thesis question related to a topic on child and family education, formulate and carry out an independent research project with originality, and produce a thesis paper. The thesis must demonstrate substantial knowledge, innovative thinking, analytical and problem-solving skills. Students will work independently under guidance of a thesis supervisor.

2. **Course Intended Learning Outcomes** (CILOs)

   Upon completion of this course, students will be able to:

$CILO_1$	interpret theories and apply knowledge and research techniques in a chosen area
$CILO_2$	carry out independent research with suitable methodology
$CILO_3$	discover, identify and analyse various aspects of a topic, review and synthesise knowledge, make professional judgments and reasoned arguments
$CILO_4$	interpret data, draw logical conclusions from them, and give recommendations where appropriate
$CILO_5$	consolidate and articulate research experience effectively

3. **Content, CILOs and Teaching & Learning Activities**

Course Content	CILOs	Suggested Teaching & Learning Activities
Introduction and orientation to the course • research and thesis guidelines • research ethics	$CILO_{1-3}$	• lecture, discussion
Preparation of thesis proposal • definition of research question • literature review • design of theoretical framework, research methods and plan	$CILO_{1-3}$	• individual consultation

Research process	CILO$_{1-5}$	• sampling
		• data collection
Thesis writing	CILO$_{1-5}$	• individual consultation
• data analysis and interpretation		
• determining conclusions, recommendations, significance, implications, etc.		
Presentation of thesis	CILO$_{1-5}$	• seminar

4. **Assessment**

Assessment Tasks	Weighting (%)	CILO
a. **Thesis proposal** A proposal of 1,000 words which specifies the thesis question, literature review, theoretical framework, research design and intended analysis.	20%	CILO$_{1-5}$
b. **Thesis presentation**	20%	CILO$_{1-5}$
c. **Thesis** An individual written report of 8,000-10,000 words to consolidate and summarize the research question, objectives, content, methodology, significance, results/findings, conclusion and self-reflection.	60%	CILO$_{1-5}$

5. **Required Text(s)**
Nil

6. **Recommended Readings**

Callaghan, T.C., Rochat, P., Corbit, J. (2012). Young children's knowledge of the representational function of pictorial symbols: Development across the preschool years in three cultures. *Journal of Cognition and development, 13*(3), 320-353

Booth, W., Colomb, G. G., Williams, J. M., Bizup, J., & Fitzgerald, W. T. (2016). *The Craft of Research* (4th ed.). Chicago: The University of Chicago Press.

Greenstein, T. N., & Davis, S. N. (2019). *Methods of Research on Human Development and Families*. Thousand Oaks, CA: Sage.

Joyner, R. L., Rouse, W. A., & Glatthorn, A. A. (2018). *Writing the winning thesis or dissertation: A step-by-step guide*. Thousand Oaks, CA: Corwin Press.

Oliver, P. (2014). *Writing your thesis* (3rd ed.). Thousand Oaks, CA: Sage.

Paltridge, B., & Starfield, S. (2019). *Thesis and dissertation writing in a second language: A handbook for students and their supervisors*. New York: Routledge.

Roberts-Holmes, Guy (2014). *Doing Your Early Years Research Project: a Step-by-step Guide.* London: Sage.

Bui, Y. N. (2013). *How to write a master's thesis*. Thousand Oaks, CA: Sage.

7. **Related Web Resources**
Nil

8. **Related Journals**
   Nil

9. **Academic Honesty**
   The University adopts a zero tolerance policy to plagiarism. For the University's policy on plagiarism, please refer to the Policy on Academic Honesty, Responsibility and Integrity with Specific Reference to the Avoidance of Plagiarism by Students (https://www.eduhk.hk/re/modules/downloads/visit.php?cid=9&lid=89). Students should familiarize themselves with the Policy.

10. **Others**
    Nil

General Guidelines

(1)　Purposes
The Thesis course is a two-semester course that integrates reading, research and writing. It offers students an enriching opportunity to develop a well-defined thesis question related to a topic on child and family education, formulate and carry out an independent research project with originality, and produce a thesis paper. The thesis must demonstrate substantial knowledge, innovative thinking, analytical and problem-solving skills. Students will work independently under guidance of a thesis supervisor.

(2)　Thesis Supervisor
Students are allocated to a supervisor on the basis of their topics and staff expertise respectively. Any change in supervisor would require a substantive case, considered by the Programme Leader and other relevant staff in positions of responsibility.

(3)　Thesis Topic
1. Students are expected to select a topic of interest for the Thesis when they submit the thesis proposal summary.
2. Students will carry out discussion regarding their proposed thesis topic with their assigned supervisor.

(4)　Schedule of Activities
The activities and organizing dates below are to be followed by the students and the supervisor.

Time	Activities
29 August 2022 (Mon)	Students submit Elective Selection Form and thesis proposal summary
5 September 2022 (Mon)	The programme assigns a supervisor to each thesis student based on his or her interest
7 October 2022 (Fri)	Students submit the full thesis proposal and ethics review application (applicable to students who are going to collect data by themselves) to macfe@eduhk.hk
31 December 2022 (Sat)	Students turn in the introduction chapter to their thesis supervisors by end of December
9 January 2023 (Mon)	Students submit Thesis Progress Report (p.9) to macfe@eduhk.hk
28 February 2023 (Tue)	Students collect data and complete data analysis by end of February
30 April 2023 (Sun)	Students complete the draft of the thesis by end of April
12 May 2023 (Fri)	Students present his or her thesis
22 May 2023 (Mon)	Students turn in the thesis

(5)　Student's Responsibilities

- **Contact Supervisor**
  Once the supervisor has been assigned, you should contact the supervisor for advice on the thesis proposal.

- **Schedule of Meetings**
  In order to best use your time and that of the supervisor, it is advisable to work out a schedule of meetings with your supervisor. Discussions about your findings and your writing would follow into Semester 2. It is envisaged that a minimum of four meetings will be required.

- **Schedule of Workload**
  You have other assignments and tasks to complete as part of your programme. So it is advisable

to make a schedule for yourself to follow over the period of the thesis. Set aside time, perhaps in a timetable, to prepare your thesis, analyze your findings, and write up your work. Be systematic.

- **Ethical Responsibilities**
  Research has to be conducted and discussed ethically. Look up relevant references to remind yourself of these considerations. Please read carefully the operational guidelines and procedures of the Faculty Human Research Ethics Committee (FHREC) available at https://www.eduhk.hk/fehd/en/research.php?s=doctoral_resources

  Please note that all research involving human subjects conducted within the EdUHK must undergo independent review by the FHREC. Please contact your supervisor or secretary of FHREC (fhrec@eduhk.hk) for more details or enquires.

- **Full Thesis Proposal**
  The proposal comes from your discussions with your supervisor and also the literature that you have reviewed.

  The purpose of this proposal is to get you to think through all that you need to have done before you actually do your research. It will help you and your supervisor clarify your thesis.

- **Thesis**
  There are many different ways of structuring your work and this can be worked out with your supervisor. Your thesis should normally include the following sections:

  a. Title page
     ➢ Establish the title page with your name and statement that the research is submitted as part of the requirements for the programme. ("Thesis submitted to the Education University of Hong Kong as part of the requirements for the Master of Arts in Child and Family Education Programme")

  b. Declaration
     ➢ Include the following declaration when submitting your final thesis copy:
       "This work has not been submitted previously for examination to any tertiary institution" signed by student and dated.

  c. Abstract
     ➢ Provide a brief, comprehensive summary of the contents of the thesis.
     ➢ About 400 – 500 words

  d. Table of Contents
     ➢ Provide a list of chapters and the pages on which they start.

  e. Introduction
     ➢ State the objectives of the work and provide an adequate background, including a brief literature review.

  f. Methods
     ➢ Describe in detail how the study was conducted. Provide sufficient detail to allow the work to be reproduced.

  g. Results
     ➢ Summarize the data collected and the statistical or data analytic treatment used in a clear

and concise way.

    h. Discussion
- ➢ Explore the significance of the results of the work. Discuss its contributions to the published literature and draw inferences from them.

    i. References
- ➢ Include every reference cited in the text in the reference list.

    j. Appendices
- ➢ Provide information related to this work, such as information sheets, consent forms and questionnaires.

- **Thesis Format**
  Your thesis should be written in APA (American Psychological Association) style. For details, please visit:
  https://libguides.eduhk.hk/c.php?g=851674&p=6118331

- **Thesis Submission**
  You must carefully check and proofread your thesis before submission. As required by the Learning and Teaching Quality Committee (LTQC) of the University, prior to submission, you should submit the final copy of your thesis through Turnitin in Moodle for the originality check of plagiarism. Please submit the followings to your supervisor on or before the deadline:

  1. 1 bound copy of your thesis
  2. the Turnitin Report of your thesis
  3. the Thesis Submission Form

  2 soft copies of your thesis (one in Word format and one in PDF format) should be submitted to macfe@eduhk.hk within one month after the deadline for the retention of the Department of Early Childhood Education. Students in the Department of Early Childhood Education will have access to your thesis.

  You are also strongly encouraged to submit a soft copy of your thesis (in PDF format) to the University Library at www.lib.eduhk.hk/gs/thesis/ and upload the thesis to ProQuest Dissertations and Theses Database. ProQuest Dissertations and Theses is the largest single repository of graduate dissertations and theses and it provides online access to citations and abstracts for dissertations and theses covering Arts, Business, Education, Humanities and Social Sciences. Your thesis will be widely accessible to a broad audience and you will get greater exposure of your academic works. Please read the submission guidelines thoroughly before submitting your thesis.

- Thesis Presentation
  You have to present the results of your study before submitting your final version of thesis. The presentation usually lasts for about 30 minutes, including your presentation and a Q&A session.

(6) Supervisor's Responsibilities

The role of a thesis supervisor is to guide the student through the thesis. Academic staff will be assigned to students as thesis supervisors on the basis of the thesis proposals submitted. Students should take responsibility to communicate closely with their supervisors at all stages and keep regular contact with their supervisors. It is envisaged that a minimum of four meetings would be required.

The advice students received from their supervisors will improve the quality of their thesis and enhance their learning experiences. Within this context, the supervisor's responsibilities also include:

- Discuss draft proposals with students
- Approve the revised proposal as suitable for research.
- Review ethical implications
- Review literature/methodology/results/discussion sections
- Provide oral and written feedback to students on their developing work
- Comment on drafts of sections and the presentation of students
- Providing guidance on submission of the Thesis

The supervisor will examine the thesis proposal, presentation and final report.

Department of Early Childhood Education
Master of Arts in Child and Family Education Programme
2022/23
(Full-time Year 1 / Part-time Year 2)
Thesis Progress Report
(submit to macfe@eduhk.hk by 9 January, 2023)

Name : (English) _____ (Chinese) _____

Student ID No. _____

Date of Entry _____ (Month / Year)

Mode of Study : * ☐ Full-time ☐ Part-time | Telephone No. : _____

Thesis Title:

1. Thesis Proposal
   ☐ completed   ☐ to be completed by: _____(Date)

2. Ethics Review Application
   ☐ completed   ☐ to be completed by: _____(Date)

3. Introduction Chapter
   ☐ completed   ☐ to be completed by: _____(Date)

4. Data Collection
   ☐ completed   ☐ to be completed by: _____(Date)

5. Data Analysis
   ☐ completed   ☐ to be completed by: _____(Date)

Prepared and submitted by:

_____   _____   _____
Student Name   Student Signature   Date

☐ I have read and confirm the above information is accurate.

_____   _____   _____
Supervisor Name   Supervisor Signature   Date

Endorsed by:

_____   _____   _____
Programme Coordinator   Programme Coordinator   Date
Name   Signature

THE EDUCATION UNIVERSITY OF HONG KONG
DEPARTMENT OF EARLY CHILDHOOD EDUCATION
Master of Arts in Child and Family Education Programme

Thesis Presentation Form

Academic Year   :   _____

Student Name   :   _____

Student No.   :   _____

Marking Rubrics

Assessment Criteria (weighting %)	Distinction (A+, A, A-)	Good (B+, B, B-)	Satisfactory (C+, C, C-)	Below Satisfactory (D)	Fail (F)
Research topic (10%)	Demonstrates excellent understanding and interpretation of the topic of the thesis and underlying theories.	Demonstrates good understanding and interpretation of the topic of the thesis and underlying theories.	Demonstrates fair understanding and interpretation of the topic of the thesis and underlying theories.	Demonstrates minimum understanding and interpretation of the topic of the thesis and underlying theories.	Demonstrates poor understanding and interpretation of the topic of the thesis and underlying theories.
	9-10	7-8	6	5	0-4
Literature review (25%)	Substantial and relevant literature is reviewed and used to support arguments and discussion in a sophisticated manner.	Adequate and relevant literature is reviewed with evidence of high level of familiarity with and good use of literature.	Generally adequate and relevant literature is reviewed with evidence of suitable use of the literature.	A superficial review of literature is reviewed with barely sufficient degree of familiarity with literature to support the implementation of the project.	A poor level of review of relevant literature or the literature review is not relevant.
	21-25	17-20	13-16	11-12	0-10
Research design and methodology (15%)	Appropriate design and effective implementation of research methodology.	Generally appropriate design and effective implementation of research methodology.	Fair design and implementation of research methodology.	Minimal design and superficial implementation of research methodology.	Inappropriate design and poor implementation of research methodology.
	13-15	10 - 12	7 - 9	4-6	0-3
Data analysis (15%)	Data is coherently organized, critically analyzed, and well presented.	Data is generally well-organized, analyzed and clearly presented.	Data is adequately organized, analyzed and presented.	Data is poorly organized, analyzed and presented.	Data is very poorly organized, analyzed and presented.
	13-15	10 - 12	7 - 9	4-6	0-3

Assessment Criteria (weighting %)	Distinction (A+, A, A-)	Good (B+, B, B-)	Satisfactory (C+, C, C-)	Below Satisfactory (D)	Fail (F)
Discussion (25%)	Presents an original and thorough discussion and shows strong evidence of originality.	Presents a thorough discussion with some evidence of originality.	Presents an adequate discussion but lacks depth and originality.	Presents minimal discussion.	Presents a shallow and simplistic discussion.
	21-25	17-20	13-16	11-12	0-10
Presentation (10%)	The presentation is well structured, shows very good use of language and appropriate in-text and end-text referencing.	The presentation is generally well structured, shows good use of language and generally appropriate in-text and end-text referencing.	The presentation is adequately structured, the language used is fluent and has generally appropriate in-text and end-text referencing.	The presentation is poorly structured, the level of language used is marginally acceptable with mistakes in expression and has appropriate in-text and end-text referencing at times.	The presentation is very poorly structured with major and frequent mistakes in written expression and inappropriate in text and end-text referencing.
	9-10	7-8	6	5	0-4

General Comments:

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Total Mark : _____

Marked By : _____

Date   : _____

THE EDUCATION UNIVERSITY OF HONG KONG
DEPARTMENT OF EARLY CHILDHOOD EDUCATION
Master of Arts in Child and Family Education Programme

Thesis Assessment Form

Academic Year   :   _____

Student Name   :   _____

Student No.   :   _____

Marking Rubrics

Assessment Criteria (weighting %)	Distinction (A+, A, A-)	Good (B+, B, B-)	Satisfactory (C+, C, C-)	Below Satisfactory (D)	Fail (F)
Research topic (10%)	Demonstrates excellent understanding and interpretation of the topic of the thesis and underlying theories.	Demonstrates good understanding and interpretation of the topic of the thesis and underlying theories.	Demonstrates fair understanding and interpretation of the topic of the thesis and underlying theories.	Demonstrates minimum understanding and interpretation of the topic of the thesis and underlying theories.	Demonstrates poor understanding and interpretation of the topic of the thesis and underlying theories.
	9-10	7-8	6	5	0-4
Literature review (25%)	Substantial and relevant literature is reviewed and used to support arguments and discussion in a sophisticated manner.	Adequate and relevant literature is reviewed with evidence of high level of familiarity with and good use of literature.	Generally adequate and relevant literature is reviewed with evidence of suitable use of the literature.	A superficial review of literature is reviewed with barely sufficient degree of familiarity with literature to support the implementation of the project.	A poor level of review of relevant literature or the literature review is not relevant.
	21-25	17-20	13-16	11-12	0-10
Research design and methodology (15%)	Appropriate design and effective implementation of research methodology.	Generally appropriate design and effective implementation of research methodology.	Fair design and implementation of research methodology.	Minimal design and superficial implementation of research methodology.	Inappropriate design and poor implementation of research methodology.
	13-15	10 - 12	7 - 9	4-6	0-3
Data analysis (15%)	Data is coherently organized, critically analyzed, and well presented.	Data is generally well-organized, analyzed and clearly presented.	Data is adequately organized, analyzed and presented.	Data is poorly organized, analyzed and presented.	Data is very poorly organized, analyzed and presented.
	13-15	10 - 12	7 - 9	4-6	0-3

Assessment Criteria (weighting %)	Distinction (A+, A, A-)	Good (B+, B, B-)	Satisfactory (C+, C, C-)	Below Satisfactory (D)	Fail (F)
Discussion (25%)	Presents an original and thorough discussion and shows strong evidence of originality.	Presents a thorough discussion with some evidence of originality.	Presents an adequate discussion but lacks depth and originality.	Presents minimal discussion.	Presents a shallow and simplistic discussion.
	21-25	17-20	13-16	11-12	0-10
Presentation (10%)	The presentation is well structured, shows very good use of language and appropriate in-text and end-text referencing.	The presentation is generally well structured, shows good use of language and generally appropriate in-text and end-text referencing.	The presentation is adequately structured, the language used is fluent and has generally appropriate in-text and end-text referencing.	The presentation is poorly structured, the level of language used is marginally acceptable with mistakes in expression and has appropriate in-text and end-text referencing at times.	The presentation is very poorly structured with major and frequent mistakes in written expression and inappropriate in text and end-text referencing.
	9-10	7-8	6	5	0-4

General Comments:

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Total Mark : _____

Marked By : _____

Date   : _____