These guidelines provide students, teachers and markers with details about what students have to do for the Investigation Project that forms part of the external assessment for this subject.

This document does not repeat essential information found in other documents and must be read in the context of:

- THE COURSE DOCUMENT
  (https://www.tasc.tas.gov.au/students/courses/humanities-and-social-sciences/bhp315116/)
- THE TASC GUIDE TO AUTHENTICITY AND ACADEMIC INTEGRITY
- THE TASC DOCUMENT HOW TO SUBMIT YOUR FOLIO
  (https://www.tasc.tas.gov.au/students/folio-assessment/)

The course Assessment Report located at (https://www.tasc.tas.gov.au/students/courses/humanities-and-social-sciences/bhp315116/) addresses issues, strengths and weaknesses about the assessment of the previous year’s folio and should be read in conjunction with the guidelines.

The final Investigation Project must be submitted by the student to their teacher for external assessment. Due dates for Investigation Project submission are available from the TASC website.

The teacher cannot extend this TASC published final “due to teacher” date however they may set an earlier deadline for internal assessment purposes.

Providers will submit their students Investigation Projects electronically. For information about electronic submission of Investigation Project for external assessment refer to the document “How to submit your folio” on the TASC website.

THE INVESTIGATION PROJECT WILL BE ASSESSED AGAINST:

Criterion 4: Analyse theories about remembering
Criterion 6: Use ethical psychological research methods
Criterion 8: Communicate psychological ideas, information, opinions, arguments and conclusions.
INVESTIGATION PROJECT

Your task is to design, conduct and report on a psychological investigation (primary and secondary) into a topic that focuses on a BHP315116 Psychology module. The module that is the focus for the Investigation Project changes every year.

The module is REMEMBERING

The focus of the investigation must reflect the processes that are involved with remembering. (Appendix III is a list of possible topics.)

TASC will externally assess the investigation project to determine ratings on the course assessment Criteria 6 and 8 and one of Criteria 1, 2, 3 or 4. If you do not submit a project you cannot achieve a Satisfactory Achievement (SA) or better in this course.

The investigation must reflect the discipline of Psychology, incorporate empirical research that involves the use of appropriate processes and procedures, and culminate in a written report that forms the basis for the assessment.

The project report will be between 800 and 1200 words in length.

The report must include reference to at least three different types of sources, one of which must be your own primary research. Sources are to be referenced using the APA referencing system. (Appendix IV)

Where the empirical research involves other people or participants, you must follow the Ethical Concerns-A Guide for Students (See Appendix I). It is suggested that you use students or teachers from your school, family and close friends as participants. You must inform participants of their ethical rights.


You are reminded of your responsibility to conduct research, which is not likely to cause any harm at all to participants.

ADVICE TO STUDENTS

The task consists of six stages:

1. Background reading within the psychological topic chosen
2. Refining the research topic with your teacher
3. Planning and designing a project that includes your own empirical research and meets the ethical requirements for research.

You must discuss with your teacher

- the feasibility of your suggested topic
- the proposed method of research, and
- how the investigation will meet the Ethical Guidelines (Appendix I).

To this end, you are required to submit your proposed topic and initial plan to your teacher for approval before beginning the research. Your teacher must then approve the topic and initial plan and may suggest modifications to the plan. A pro-forma plan is provided on the TASC website but does not form a part of the written report. Do not include your plan when submitting your report.

You must use a statement similar to the one below on any research instrument used in your project. You will need to adapt the statement according to the research method used and the research topic.

Your participation in this questionnaire/study/experiment is appreciated. This questionnaire/study/experiment is about (...). The information you provide will remain confidential. Please don’t indicate who you are. If at any time you feel uncomfortable you are not required to answer. If you wish to withdraw, you are free to do so.
4. Collecting data

- Before any data collection is undertaken, the research instrument (questionnaire/ experiment, etc) and procedure must be discussed with and approved by your teacher.
- You must inform each participant/subject of their ethical rights before the collection of data.
- Survey, observational and experimental data collected outside the school or family will be considered inappropriate if it violates ethical principles. This does not mean a member of the public cannot be interviewed if he or she is willing.
- You must discuss any methodology that involves a member of the public with your teacher before the collection of the data, and each participant must personally complete the Ethics Consent Form (Appendix V) before participating. If these guidelines are not observed your teacher will not sign the declaration form. TASC will then determine what action to take in this eventuality.
- If the research involves using the Ethics Consent Form, you must submit the form to your teacher with the finished report. The ethics consent forms are not submitted to TASC.
- You MUST NOT use alcohol in your Investigation Project.

5. Analysing the data (see suggestions in Appendix II)
6. Writing up the study (also see guide in Appendix II)

Each investigation project culminates in you writing a report that forms the basis for your assessment.

WHAT YOU MAY DO

You can choose the topic from the appropriate module but...

You must conduct a ‘primary source’ investigation supported by secondary sources rather than do a ‘secondary sources only’ (e.g. library research) investigation.

You can choose the people you want to be the participants for your investigation but ...

You are encouraged to choose students and teachers from your school, family members and close friends. You can, however, involve members of the public provided they are willing participants and your teacher agrees that they can be involved (see Appendix I: Ethical Concerns-A Guide for Students).

You can choose the form of the report but...

No matter what form is chosen, your report must satisfy the requirements of these guidelines.

You can consult with whomever you wish but...

You must be able to satisfy your teacher that the work contained in your report is your own work. All external sources must be acknowledged and referenced appropriately.

Whenever you have an important decision, consult your teacher.

PRESENTATION AND FEATURES OF THE REPORT

The Appendix II - Guide for Writing the Report is the recommended model for the report. The guide shows the sorts of things a report should contain and a way that it can be structured. The following dot points will also assist in the preparation of your report.

- Your report must be written in the third person. Use Times New Roman size 12-point font, 1.5 lined spacing, aligned to the left, with a 2.5 cm margin. Do not type the entire document in bold print.
- The title of your report may appear at the beginning of the report. It is not necessary to start each section of the IP on a separate page.
- The aim and hypothesis must be at the end of the Introduction, not in the Methodology.
- The Introduction section must not be longer than the Discussion section and not contain lists of irrelevant definitions.
• The Methodology needs to be written in the past tense and should not include secondary sources.

• Tables are often used in the results section of a research report to display large amounts of data concisely. Illustrations other than tables, e.g. graphs, are referred to as figures.

• You must attach to the report other necessary and relevant materials inserted as appendices. This material may consist of, for example, raw data, tables, charts or illustrations, but should not consist of work that more properly belongs in the body of the text. The body of the report must ‘stand alone’ without the appendices. All appended material must be relevant and must be referred to in the body of the report.

• You must only refer to references used and referred to in the report in the reference list. (See Appendix IV — Referencing Guidelines)

• The appendices are included in the evidence that markers consider when they make judgments about the quality of the written communication (Criterion 8); as a bare minimum, the material in the appendices should be efficiently set out, clear and concise.

Word Count

• The body of the report must contain between 800 and 1200 words. You must show a cumulative word count in the left-hand margin. This cumulative word count must be at intervals of 200 words (i.e. at 200 words, 400 words, 600 words ...). The final word count must be included at the end of the report, before the reference section.

What’s in

• Every word (including words such as ‘the’ and ‘a’) must be included in this count. Quotes are included in the word count.

What’s out

• The word count does not include the words in the methodology or the results including the figure (table or graph) descriptors in the results section. References, including in-text referencing, and headings, also do not count as part of the 800-1200 word limit.

• Reports falling outside the word count requirement will be penalised as containing a serious fault under Criterion 8.

Important Note: Your name or the name of your school, teacher or participants must not appear anywhere in the report. Your work MUST ONLY be identified by your student number.

INFORMATION FOR TEACHERS

It is intended that students become accustomed to working autonomously and collaboratively and be secure in the knowledge that the teacher is available for advice.

Students will need your input: during the planning stage; while they are conducting the investigation project; when reporting; and, in the final submission process.

You are reminded of your responsibility to ensure research is not conducted that is likely to cause any harm at all to participants.

Teachers will need to consult with their students at least on three occasions.

1. The student’s plan must be submitted to the teacher and approved before the student begins the research. A pro-forma plan is provided on the course page on TASC website at https://www.tasc.tas.gov.au/students/courses/humanities-and-social-sciences/bhp315116/. The plans are to be retained by the teacher and not submitted to TASC with the report.

Before the student participates in any personal research involving other people as subjects, he or she must check with you that the investigation meets the Ethical Concerns-A Guide for Students.

The use of alcohol in the Investigation Project is NOT allowed.

2. After about ten hours of work the student will need to show evidence of their progress.
3. When submitting the final report the student will need to show you their working notes and any other materials that verify the work submitted is the student’s. The student is free to consult with whomever he or she wishes but they must be able to satisfy you that the work contained in the report is the student’s own work.

As a guide, you can expect students to need about 25 hours (5 weeks or equivalent) of class and other time for the investigation. You can choose when to allocate time for the Investigation Project, bearing in mind the submission date. Time allocated does not have to be consecutive.

If the research involves using Ethics Consent Forms, these must be submitted to you with the finished report. The ethics consent forms are retained by the teacher and not submitted to TASC.

INSTRUCTION TO MARKERS

The Investigation Project will be assessed against:

Criterion 4: Analyse theories about remembering
Criterion 6: Use ethical psychological research methods
Criterion 8: Communicate psychological ideas, information, opinions, arguments and conclusions.

Markers will be required to attend a meeting for training in the use of both the marking guide and the course criterion standards when determining ratings.

PENALTIES

Markers must penalise by one rating on Criterion 8 any Investigation Project that is over or under the prescribed word counts.

Markers must penalise Criterion 8 by at least one rating for inappropriate use of appendices and / or referencing.

Markers must award a ‘f’ rating on Criterion 6 where the investigation does not address major ethical guidelines and concerns. See Appendix 1.
APPENDIX 1
ETHICAL CONCERNS – A GUIDE FOR STUDENTS

When planning your investigation, you must discuss with your teacher how each of the following ethical concerns will be met and have your proposals approved.

In designing, conducting and reporting on your research, you must always place the rights, privacy and dignity of your participants above the need to gain information, especially when you are not a qualified researcher in Behavioural Science.

INFORMED CONSENT:
You must always ask permission for participants to be involved in an interview, experiment or survey or to make an observation. The only time permission is not needed is when you make a detached observation in a public place. Any manipulation of a variable is considered an experiment and so consent must be obtained.

You must have the consent of your participants before involving them in your investigation. The records of consent that you must keep depend on who are to be the participants.

If you are involving only students and teachers from your school, family and close friends, then you need to keep a record of who gave their consent and when. Permission must be obtained from the Principal and teacher when working with younger children in the same school. If you are involving members of the public, you must have them complete a consent form before you begin your investigation project. A sample Consent Form that you can use follows. (See Appendix V). The consent form must be submitted to, and approved by, your teacher before you can ask people for their consent.

The Consent Forms signed by your participants must be submitted to your teacher who keeps them as records.

INVASION OF PRIVACY:
All research must respect the privacy of individuals. Invasion of privacy includes: asking inappropriate questions on sensitive issues; making inappropriate observations; invading someone’s physical space; using results without the participant’s permission.

CONFIDENTIALITY AND SECURITY:
Confidentiality must always be maintained and there can be no unauthorised identification of any individual or group including yourself, your teacher, your school or your participants. When possible, allow participants to respond anonymously. All data and documentation must be kept secure.

DECEPTION:
Misrepresentation in research is an option only when informing the participants of the true nature of an experiment would interfere with the validity of the results. Even then, misrepresentation should be limited and the need for the research data weighed against the potential of the misrepresentation to do harm. Deception is not permitted if there is any chance it will cause harm. If your research is to involve deception, you must ask your teacher for permission to do this.

LASTING HARM:
‘Lasting harm’ includes not only actual or potential serious physical or psychological damage, but also making someone feel embarrassed or duped, and threatening their self-esteem.

DEBRIEFING:
The purpose of the research, and the relevant results, must be sensitively communicated to all participants. Any deception that has occurred must be declared. Failure to debrief can cause potential lasting harm.

COERCION:
It must be made clear to potential participants that their participation is entirely voluntary and that every participant has the freedom to refuse to participate or to withdraw at any time without prejudice.
REMEMBER

- The participants of your investigation are doing you a favour and have the right to refuse to participate in all or part of your investigation.
- Normal rules of courtesy and law still apply in a research situation.
- Your interest is in the issue you are researching, not in the personal life of the participant.
- You have a duty to maintain confidentiality and security at all times.

No investigation can be undertaken without the full approval of your teacher. If at any time you experience problems, contact your teacher immediately.

ONE FINAL THING TO CONSIDER

It is recommended that any written research instrument used should include the statement below, or else some adaptation of it that better suits the research topic and research method used.

<table>
<thead>
<tr>
<th>Your participation in this investigation is appreciated.</th>
</tr>
</thead>
<tbody>
<tr>
<td>This questionnaire/ experiment is asking about (...).</td>
</tr>
<tr>
<td>Any information that you give will remain confidential.</td>
</tr>
<tr>
<td>Your responses should be anonymous, so please do not indicate who you are. If at any time you feel uncomfortable, you are not required to answer. If you wish to withdraw, you are free to do so.</td>
</tr>
</tbody>
</table>
APPENDIX II
GUIDE FOR WRITING THE REPORT

This guide is not prescriptive. It is acceptable to use another format if the student, in consultation with the teacher, recognises that the report would be improved.

The report must be written in the **third person**.

The report should be presented in Times New Roman size 12-point font, 1.5 lined.

**INTRODUCTION:**

The report begins with a **brief** introduction to the area of investigation

- Areas covered should include the topic selected, an outline which introduces the key concepts and/or central issue to be investigated, a brief literature review, and a statement concerning the hypothesis or the aim of the investigation.

- This section may include definitions of terms, which may have a particular meaning and therefore need to be explained for the investigation.

**RESEARCH DESIGN AND METHOD:**

Provide a **brief** outline of the research design and method.

- Indicate primary sources, sampling methods, include IV/DV (for experiment), size of sample, materials, process used and ethical procedures addressed.

- If there are serious ethical concerns these should be addressed in the Appendix of the report. Students must state why there is concern(s) and the measures taken to address this.

**RESULTS:**

The results section should only include graphs/tables most pertinent to the specific investigation.

- Other graphs/tables may be included in the Appendix only if they are referred to in the body of the text.

- Results must be stated and should include a summary of the data using descriptive statistics.
  
a) Graphs and tables illustrating the results can be included here. Each graph or table should have:

  - Title
  - Axes labelled
  - Key
  - Descriptors explaining what is shown

**Figure 1** Results of Proactive Interference on Memory for Word Lists

![Figure 1](image-url)
Figure 1 shows the percentage recall of words on the list from the previous session (one list every two days) across thirty six lists of words.

The results, illustrated in Figure 1, shows that initially participants were able to recall 70 percent of the words but this rapidly declined with exposure to each additional list.

Across the last eighteen lists, less than 15 percent of words were able to be remembered two days later.


b) In qualitative studies such as interviews, descriptive statistics may not be appropriate but results must be presented systematically, for example, including the transcript (as an Appendix) and providing a summary of the content or key findings in the results section of the report.

ANALYSIS:

Analyse, in written form, the research data collected (analysis and discussion or results and analysis sections may be combined).

DISCUSSION:

This section should include an extensive discussion of the results in response to the aim/hypothesis.

- Include literature research of others to support or refute the results, as it relates to the problem/question posed in the introduction and explicitly link to information in the introduction.
- Any obvious limitations to the study should be briefly mentioned (e.g. shortcomings with measures, procedures and/or design) together with any suggested modifications or ideas for further research.

CONCLUSIONS:

The investigation should include a conclusion which is clear and concise and which accepts or rejects the aim/hypothesis.

REFERENCES:

A list of all sources of information used, including data, must be given at the end of the report.

- At least three different types of sources are required, one of which must be your own personal investigation. References must be given under a sub-heading of each type of source e.g. books, internet, journal articles and primary (personal) investigation.
- The approved referencing system for the report is the APA system (refer to reference guide (Appendix IV).
- Each reference must be referred to in the body of the report. Books read but not referred to in the text of the report SHOULD NOT appear in the references.
- References, including in-text referencing, do not count as part of the 800-1200 word limit.
- The reference list, in alphabetic order, under the appropriate sub-heading, is placed at the end of the report but before the Appendices.

APPENDICES:

Written work may be accompanied by other necessary and relevant materials inserted as Appendices.

- Include additional materials which are considered necessary and relevant such as all numerical raw data in tabular form; a complete copy of the research instrument (e.g. questionnaires, interview schedule, observation checklist/criteria); tables, charts or sample interviews. The report, however, must stand as complete without Appendices.
- All appended material must be referred to in the body of the report. For example, if Appendices are used, within the report there should be a statement along the lines of ‘Table 1 shows the average data for each group (Appendix I)’. Graphs and tables illustrating collated primary data should be included in the result section of the report.
- Appendices should contain no more than 250 words (this does not include either questionnaires used for obtaining data or numbers contained in tables, interview transcripts etc).
APPENDIX III
SUGGESTED TOPICS

Students are expected to show how psychological principles, research methods and empirical evidence are applied to find solutions to a specific problem by addressing the focus question and using concept(s) from the modules.

The focus of the investigation must reflect *the processes that are involved with remembering*.

It is suggested that students narrow their investigation topic by taking a particular focus such as with one of the following suggested topics. The emphasis should be on Remembering.

Below are some suggested topics, which are a result of brainstorming and are not meant to be prescriptive.

### REMEMBERING - SUGGESTED TOPICS

<table>
<thead>
<tr>
<th>sensory registers (echoic, iconic, tactile sensory memory)</th>
<th>semantic memories</th>
</tr>
</thead>
<tbody>
<tr>
<td>memories linked with smell</td>
<td>procedural memories</td>
</tr>
<tr>
<td>serial position effect</td>
<td>consolidation process</td>
</tr>
<tr>
<td>semantic network theory</td>
<td>elaborative rehearsal</td>
</tr>
<tr>
<td>measure of retention (recall, recognition &amp; relearning)</td>
<td>retention in STM</td>
</tr>
<tr>
<td>tip-of-tongue phenomenon</td>
<td>maintenance rehearsal</td>
</tr>
<tr>
<td>levels of processing (shallow and deep)</td>
<td>forgetting curve</td>
</tr>
<tr>
<td>confabulation</td>
<td>amnesia</td>
</tr>
<tr>
<td>serial reproduction</td>
<td>memory decline over the lifespan</td>
</tr>
<tr>
<td>the effects of an interfering task on recall</td>
<td>interference (retroactive and proactive)</td>
</tr>
<tr>
<td>redintegration</td>
<td>retrieval failure</td>
</tr>
<tr>
<td>cue-dependent memory</td>
<td>sleep and memory</td>
</tr>
<tr>
<td>state-dependent memory</td>
<td>eyewitness testimony and reconstructive memory</td>
</tr>
<tr>
<td>context dependent memory</td>
<td>organic causes of forgetting</td>
</tr>
<tr>
<td>episodic memories</td>
<td>mnemonic devices</td>
</tr>
<tr>
<td>cued recall</td>
<td>chunking</td>
</tr>
<tr>
<td>mnemonics</td>
<td></td>
</tr>
</tbody>
</table>
APPENDIX IV
APA REFERENCE GUIDELINES

As psychology is a scientific discipline it has strict conventions with regard to the way in which information about conducting research is presented. In Australia we adhere to the guidelines as stipulated by the American Psychological Association (APA).

Information in these referencing guidelines is summarized from the School of Psychology Formatting Guide (2005) prepared by Dr Jane Shakespeare-Finch, by kind permission of Dr Shakespeare-Finch. Teachers requiring further information are encouraged to consult this publication, available from the University of Tasmania bookshop.

When you use information that you obtained from another person for example, from a text book, the internet or a journal, you must reference the material you use. Referencing your source is done briefly in the text of your work to acknowledge the origin of the idea/research, and this is called in-text referencing. The reader may then find the author/s readily in your reference list at the end of your work.

IN-TEXT REFERENCING

1. Give all references in the text by author (last name only) and year of publication. Use et al. (et alia = and others) for three or more authors, after the first citing of the reference.
   Examples:
   - According to Schooler and Eich (2000) hormones are thought to play an important role in encoding emotionally charged personal experiences into long lasting memories.
   - Evidence suggests that hormones play a significant role in encoding emotional experiences into long term memories (Schooler & Eich, 2000).
   - ...promoting scientific research in psychology ...(Australian Psychological Society, APS, 2005)

2. If you quote directly from a text, give the page number:
   Example:
   - ...refuted the accuracy of his results (Fraine & Armstrong, 2000, p.44)

3. You may need to reference an idea or piece of research that you read about but do not have the original version of. This is referenced as follows:
   According to Freud (1923, as cited in Embelton, 2003, p.222)...

REFERENCE LIST

APA requires a reference list not a bibliography. Include only the sources you have actually used throughout your report.

The reference list:
- begins on a new page
- the word ‘References‘ is centred at the top of the page
- uses Times New Roman 12 point font
- is 1.5 line spaced
- is presented under headings for the type of source used
- is presented in alphabetical order according to the surname of the first author
Examples of each type of source -

1. **BOOKS**

   Author, date of publication in brackets, title in italics or underlined; place of publication and publisher separated by a colon. Dictionaries, encyclopedias and books are all one type of source, that is, books.


   **Book Chapter**


   **ENCYCLOPEDIAS AND DICTIONARIES (A BOOK REFERENCE)**

   Dictionary:


   Encyclopedia/Multivolume work:


2. **JOURNAL ARTICLES**


3. **INTERNET**

   Students need to ensure that the information comes from a reputable source and is not just someone's web page used to share unsubstantiated ideas.

   It is important to add the date on which you retrieved the information.


   If the work you have used is also available in print version you insert [Electronic version] after the title. Here is an example:


   Where a web address is overly long it could be presented in truncated form in the in-text referencing with a full address included in the reference list for example:


   with in-text referencing this could be shortened to


4. **NEWSPAPER OR MAGAZINE ARTICLES**

   i. For articles which do not have an author:


   ii. For articles which do have an author:

iii. For magazine articles:

5. TELEVISION PROGRAMS

6. PERSONAL INVESTIGATION
Details should not identify the student, the teacher, the school/college, that they attend nor the specific participants used.

Two different types of research, interview, questionnaire, experiment, observation, can be counted as separate sources.

- Experiment - 'that children imitate television models'. May 2013
- Survey - 'that children watch more than two hours of television each day'. August 2013
- Observation - 'that teachers pay more attention to boys'. August 2013.
APPENDIX V
ETHICS CONSENT FORM

BHP315116 PSYCHOLOGY — ETHICS CONSENT FORM
(DO NOT submit this form to TASC with your project)

School/College:

I ......................................................................................................................... of

(Participant’s Name)

..........................................................................................................................

(Participant’s Address)

hereby consent to be a participant of a human research study to be undertaken by

..........................................................................................................................

(Researcher’s Name)

I understand the purpose of the research is to investigate

..........................................................................................................................

..........................................................................................................................

..........................................................................................................................

(Include a statement of your aim or hypothesis)

If you have any concerns please contact ..................................................................

(Teacher’s Name and Phone Number)

I acknowledge:

1. That the aims, methods, possible benefits, and possible hazards of the research study, have been explained to me.

2. That I voluntarily and freely give my consent to my participation in such research study.

3. I understand that the results will be used to complete a written assignment for the TCE BHP315116 Psychology pre-tertiary course.

4. My individual results will not be released to any person except at my request and on my authorisation.

5. That I am free to withdraw my consent at any time during the study, in which event my participation in the research study will immediately cease and any information obtained from me will not be used.

6. I have the right to refuse to answer any specific questions.

7. I understand I will not be identified by name in this assignment.
Investigator’s Statement:

‘I have explained this project and the implications of participation in it to the participant and I believe that the consent is informed and that he/she understands the implications of participation.’

Sign

School/College Authority:

The project and its implications have been explained to participants (who are strictly volunteers) and I believe that the consent is informed and that he/she understands the implications of participation.

Name of School Official: ..............................................................................................................................................................................

Signature of School Official: .......................................................... Date ............................................................

Participant’s Statement of Consent

‘I have read the information above and any questions I have asked have been answered to my satisfaction. I agree to participate in this investigation and understand that I may withdraw at any time.’

Signature of Participant: .......................................................... Date.............................................................