

# The Hong Kong Polytechnic University

## Subject Description Form

<b>Subject Code</b>	LGT4208
<b>Subject Title</b>	ISTL Capstone Project
<b>Credit Value</b>	6
<b>Level</b>	4
<b>Normal Duration</b>	2-semester
<b>Pre-requisite</b>	LGT2106 Principles of Operations Management
<b>Objectives</b>	<p>This subject is a capstone course for ISTL students. The role of this subject is to provide students the opportunity to apply the knowledge acquired in their undergraduate study to advanced real-world situations. Students will group with LMS students to draw on their broadened awareness of various business aspects to analyse real-world business problems.</p> <p>The purposes of this capstone project are to enhance students to apply and consolidate their generic competencies and professional knowledge learned by undertaking an investigation in the issues relating to aviation, international shipping, logistics and/or supply chain management. The students are expected to propose the research project topic and discuss with the capstone project supervisor. Leadership and teamwork skills will be enhanced with the projects which students work in group.</p> <p>This subject also helps students recognise their own entrepreneurial potential and understand how that potential can be applied in logistics business context. This capstone project is also useful in nurturing our students with the desired attributes including problem-solving skills, creativity and innovation, and lifelong learning.</p>
<b>Intended Learning Outcomes</b>	<p>Upon completion of the subject, students will be able to:</p> <ol style="list-style-type: none"> <li>Write an integrative capstone report at undergraduate degree level and present the findings openly. Develop oral and written communication skills through discussions with supervisors, presentations and final report preparation.</li> <li>Identify and define problems in both professional and day-to-day contexts, and produce innovative solutions to solve problems. <b>(BBA Outcome 4)</b></li> <li>Adopt an entrepreneurial perspective to identify if there are any business opportunities that may arise from a capstone project.</li> <li>Recognize the need for continual learning and self-improvement, and be able to plan, manage and evaluate their own learning in pursuit of self-determined goals. <b>(BBA Outcome 13)</b></li> <li>Have sufficient major-specific skills and knowledge to make an immediate contribution to the workplace, and to facilitate the process of continuous professional development. <b>(BBA Outcome 14)</b></li> </ol>

<b>Subject Synopsis/ Indicative Syllabus</b>	<p>An introductory seminar will inform students of the rational structure of the project. The seminar will also cover basic research skills to better prepare the students for the capstone project. Each project group will complete a proposal and identify a suitable supervisor. The project group will meet the supervisor frequently to discuss directions and report on progress. Towards the end of the project, the project group will collate and analyse the data, and will write and submit a final report.</p> <p>The subject will spread over the last 2 semesters of the students’ final year study. The first semester is to introduce basic research methods useful for understanding organisational behaviours and business practices that could be a topic for the capstone project. The subject will examine applied research methods relevant to practitioners involved in organisational learning. It will include the identification of a research project, the development of the proposal and the planning of the project. The second semester of the subject will involve the analysis of the data and the actual writing and reporting of the research findings and conclusions.</p>																																																													
<b>Teaching/Learning Methodology</b>	<p>Each project group will be supervised by an academic staff member. All students may meet their supervisors to discuss, consult and be advised throughout the whole research period.</p> <p>To help student understand the importance of academic honesty and learn ways to ensure that their work and behaviour at PolyU are acceptable in this regard, <u>students are required to complete the <b>Online Tutorial on Academic Integrity</b> via Blackboard (LEARN@PolyU) prior to group formation and initial project proposal submission. It takes approximately two hours to complete.</u></p>																																																													
<b>Assessment Methods in Alignment with Intended Learning Outcomes</b>	<table><tr><th rowspan="2">Specific assessment methods/tasks</th><th rowspan="2">% weighting</th><th colspan="5">Intended subject learning outcomes to be assessed (Please tick as appropriate)</th></tr><tr><th>a</th><th>b</th><th>c</th><th>d</th><th>e</th></tr><tr><td>Project Proposal</td><td>10%</td><td>✓</td><td>✓</td><td></td><td></td><td></td></tr><tr><td>Progress Report</td><td>5%</td><td>✓</td><td></td><td></td><td>✓</td><td></td></tr><tr><td>Reflective Essay</td><td>15%</td><td></td><td></td><td>✓</td><td>✓</td><td></td></tr><tr><td>Final Report</td><td>20%</td><td>✓</td><td>✓</td><td>✓</td><td>✓</td><td>✓</td></tr><tr><td>Video Presentation</td><td>20%</td><td>✓</td><td>✓</td><td></td><td>✓</td><td>✓</td></tr><tr><td>Q&amp;A Session</td><td>30%</td><td>✓</td><td>✓</td><td></td><td>✓</td><td></td></tr><tr><td>Total</td><td>100 %</td><td colspan="5"></td></tr></table> <p>Explanation of the appropriateness of the assessment methods in assessing the intended learning outcomes:</p> <p>Final Report – Students will prepare a written report of its research findings and recommendation/conclusions. The report will include the following parts: Introduction; Problem Description; Literature Review; Methodology; Results/Outcomes; Recommendations; Conclusions; References</p>	Specific assessment methods/tasks	% weighting	Intended subject learning outcomes to be assessed (Please tick as appropriate)					a	b	c	d	e	Project Proposal	10%	✓	✓				Progress Report	5%	✓			✓		Reflective Essay	15%			✓	✓		Final Report	20%	✓	✓	✓	✓	✓	Video Presentation	20%	✓	✓		✓	✓	Q&A Session	30%	✓	✓		✓		Total	100 %					
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	Final Presentation – Students will prepare and deliver a public presentation covering the research process and outcomes as well as integrated learning from the capstone project. These presentations are expected to be scholarly, concise, substantive and appropriate for the research topic setting.	
<b>Student Study Effort Expected</b>	Class contact:	
	▪ Discussions with supervisor	25 Hrs.
	▪ Laboratory	15 Hrs.
	▪ Seminar	12 Hrs.
	Other student study effort:	
	▪ Carry out the research project	118 Hrs.
	▪ Presentation and report preparation	80 Hrs.
	Total student study effort	252 Hrs.
<b>Reading List and References</b>	<p><b><u>Recommended Textbooks</u></b></p> <p>There will be no specific text for this subject, however students will be required to read all assigned readings, and utilize all previous texts from the BBA programme as reference as necessary. Selected articles on various aspects of Business, Business Planning, Proposal Writing and Research Methodology are used as supplementary texts.</p> <p>Kumar, R. (2019), <i>Research Methodology: A Step-by-step Guide for Beginners</i>, 5<sup>th</sup> ed., Sage Publications Ltd.</p> <p>Leedy, P.D., Ormrod, J.E., and Johnson, L.R. (2021), <i>Practical Research: Planning and Design</i>, 12<sup>th</sup> ed., Pearson.</p> <p>Pearce, J., and Robinson, R. (2015), <i>Strategic management: Planning for Domestic &amp; Global Competition</i>, 14<sup>th</sup> ed., McGraw Hill.</p> <p>Saunders, M.N.K., Lewis, P., and Thornhill, A. (2019). <i>Research Methods for Business Students</i>, 8<sup>th</sup> ed., Pearson.</p>	