Guidelines on Examination for Doctor of Education Portfolios

1. **Standard of Examination**

To qualify for the degree, the Candidate is required to:

(a) Pass all coursework requirements;
(b) Carry out independent work involving study of a scope and size that could normally be expected to be completed in the equivalent of 1.5 years full-time study; and
(c) Make a substantial contribution to professional knowledge and demonstrate a capacity to relate the work undertaken by the Candidate to the discipline or disciplines within which it falls, at the standard internationally recognised for the degree in the relevant discipline or disciplines.

The present Candidate has been required to pass five coursework units, a minimum of two Portfolio units and now submits the Portfolio for examination. The present submission and the coursework assignments/projects, therefore, contain all the material by which the Candidate’s qualifications for admission to the degree of Doctor of Education will be assessed. The candidate may, however, be required to defend the Portfolio at an oral examination (see Section 2 below).

The Portfolio must be a connected piece of work that may be:

- A conventional scholarly Portfolio or research report;
- A series of academic, scholarly papers that are integrated into a single volume;
- A multimedia presentation, for example, a CD-Rom showing ICT applications that have the potential to improve teaching and learning;
- A small number of articles or book chapters that have been published and/or submitted for publication and/or of publishable quality;
- A validated curriculum innovation within an accompanying professional development framework; or
- An educational ‘product’ that has commercial potential.

provided that these are accompanied by an adequate explanation of their relationship to each other and to the wider professional/workplace context. The Portfolio or component parts thereof may, if already published, be submitted in the published form.

Where part of the work has been undertaken with others, the Supervisor(s) will have certified to the University that, to the best of their knowledge, the statement provided by the candidate as to the extent of the candidate's contribution is correct. Examiners should in such cases satisfy themselves that the contribution is sufficient to qualify the Candidate for admission to the degree.

*Portfolios are normally submitted for examination when both Supervisor, Course Coordinator and the Candidate agree that the Portfolio is ready for examination. However, to protect the rights of candidates, a Candidate may submit a Portfolio for examination, even if this is against the advice of the Supervisor(s).*

2. **Oral Examination**

As a prelude to the examination of the Portfolio students present their work to academic and professional colleagues. Additional Oral examinations, at which candidates defend their Portfolio, are not part of the normal Portfolio examination process at Edith Cowan University and are only held under exceptional circumstances.
3. **Examiners’ Reports and Recommendations**

Each examiner is asked to submit an independent report to Research Assessments, Student Services Centre. Examiners are asked to report as promptly as possible, and within six weeks of receiving the thesis. If some delay appears likely Research Assessments should be advised (telephone: (08) 6304 3911 or email: researchassessments@ecu.edu.au) so that alternative arrangements may be made if this seems to be desirable.

The Examiner's report comprises two parts; a summary recommendation and a detailed report, which outlines the basis for the recommendation.

**Summary report**: The examiner is asked to recommend one of the following:

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<td>(i)</td>
<td>that the thesis be accepted as satisfactory of the award of the degree;</td>
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<td>(ii)</td>
<td>that provided the listed minor textual errors are corrected to the satisfaction of the Supervisor, the thesis be accepted as satisfactory of the award of the degree;</td>
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<td>(iii)</td>
<td>that provided passages referred to are revised to the satisfaction of the Head of School (or nominee), or the candidate provides a satisfactory defence, the thesis be accepted as satisfactory for the award of the degree;</td>
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<td>(iv)</td>
<td>that, although the thesis does not meet the standard expected for the degree, the candidate be allowed to revise and to resubmit it;</td>
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<td>(v)</td>
<td>that the thesis be rejected and that the degree be not awarded.</td>
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In making a detailed report on the thesis, Examiners comments and suggestions should be full enough to enable the University to gauge the quality of the thesis. Comments on the following would be appreciated:

- the extent to which the candidate has demonstrated
  - originality
  - critical insight
  - capacity to carry out independent research; and
- the extent of the contribution to knowledge made by the thesis, and in particular its contribution to the understanding of the subject with which it deals.

Guidance for any revision or textual correction referred to in the examiner’s summary recommendation should be included. If your summary recommendation is for admission to the degree subject to minor amendments, please specify clearly what is required of the candidate before admission to the degree.

When a recommendation is made that the candidate be allowed to revise and resubmit the Portfolio, it is particularly important to give sufficiently specific indications of the nature of the required revisions.
4. **Subsequent University Procedures**

The Research Students and Scholarships Committee will determine the outcome of the thesis examination and recommend that: the thesis be passed in its current form; or the Candidate be required to make amendments to the thesis that are checked and certified by the relevant Head of School; or, the thesis be revised and submitted for re-examination; or the thesis be failed. Where a thesis is to be revised and submitted for re-examination, the candidate will be required to submit the thesis within one year for re-examination, and it will normally be returned to those examiners that recommended the re-examination.

**More information**

Research Assessments, Student Services Centre
Telephone: (61 8) 6304 3911
Email: researchassessments@ecu.edu.au