



## FACULTY OF HUMANITIES AND SOCIAL SCIENCES

### SCHOOL OF HISTORY, PHILOSOPHY, POLITICAL SCIENCE AND INTERNATIONAL RELATIONS

#### HISTORY PROGRAMME

#### HIST 489 RESEARCH PROJECT 30 POINTS

#### TRIMESTERS 1 & 2 2014

### Important dates

Trimester dates: 3 March to 16 November 2014

Teaching dates: 3 March to 17 October 2014

Easter/Mid-trimester break: 18 April to 4 May 2014

Mid-year break: 3–13 July 2014

Mid-trimester break 2/3: 25 August to 7 September 2014

**Withdrawal dates:** Refer to [www.victoria.ac.nz/students/study/withdrawals-refunds](http://www.victoria.ac.nz/students/study/withdrawals-refunds). If you cannot complete an assignment or sit a test or examination, refer to [www.victoria.ac.nz/students/study/exams/aegrotats](http://www.victoria.ac.nz/students/study/exams/aegrotats).

### Class times and locations

Seminars are held in OK 406 (the FL Wood Seminar Room) on Fridays, 2.10-4.00pm. The first meeting will be held on Friday, 14 March. A provisional meeting schedule will be discussed at the first meeting. No meetings will be held during non-teaching periods.

### Names and contact details

Course Coordinator: Dr Cybèle LOCKE  
Room No: OK 419  
Phone: 463 6774  
Email: [cybele.locke@vuw.ac.nz](mailto:cybele.locke@vuw.ac.nz)  
Office hours: Appointments may be made at any time.

Course Coordinator: Dr Adrian MUCKLE  
Room No: OK 426  
Phone: 463 6773  
Email: [adrian.muckle@vuw.ac.nz](mailto:adrian.muckle@vuw.ac.nz)  
Office hours: Appointments may be made at any time.

## Communication of additional information

Any changes to the timetable for the seminar programme will be advised by email, and announced at seminars. Students will be asked to confirm their preferred email address during Week One. Otherwise it will be presumed that all enrolled students have valid myvuw.ac.nz addresses. Please check that this account is active and you have organised email forwarding.

## Prescription

HIST 489 is a compulsory research essay undertaken in the completion of a BA (Hons) degree. The topic is devised principally by the student under the guidance of a History programme staff member.

## Course content

The HIST 489 Research Project is compulsory for all History Honours students. It gives students the opportunity to pursue their own research topic with guidance and support from a supervisor. The essay provides training and experience in the practice and techniques of historical research, in managing a larger project and in producing a larger piece of written work. Supervisors provide assistance with historiography and research methods, as well as with managing the project as a whole and the structuring of the essay. This is carried out through regular meetings and through the reading of drafts. Students may choose topics that have interested them for some time and that spring from previous study or select a topic from the list below. Building on previous course-work has the advantage of giving a sense of context within which to process the primary research material from an early stage in the project. Topics need to be discussed and refined with the supervisor over the summer. It is advised that students approach a possible supervisor or the Honours Coordinator for advice as soon as possible. The availability of an appropriate supervisor and the development of a sound and manageable topic are essential to the approval of HIST 489 proposals by History's Research Committee. A Guide for HIST 489 Research Essays is available from the History Office (Old Kirk 405) and the Honours Coordinator. Read this as you begin to choose a topic and draft a proposal. Suggested topics can be found in the History Honours information sheet under History Resources.

## Course learning objectives (CLOs)

Students who pass this course should be able to:

1. develop and sustain an original piece of self-directed research;
2. conduct literature searches and demonstrate an understanding of relevant secondary works, including books, articles, internet sources, etc;
3. formulate and address an historical question, identify and interpret sufficient relevant evidence, and generate clear conclusions that stress the importance of research findings and/or arguments;
4. place any primary sources in an historiographical context;
5. present the results of historical research essay in clear prose, and
6. apply the conventions of historical scholarship accurately and consistently.

## Teaching format

The HIST 489 essay is a self-directed research project carried out with the guidance of a designated supervisor. Supervisors provide assistance with historiography and research methods, as well as with managing the project as a whole and the structuring of the essay. This is carried out through regular meetings and through the reading of drafts.

Seminar workshops for all HIST 489 students are organised by the HIST 489 co-convenors in Trimesters 1 and 2. Students are expected to attend these workshops and engage with other HIST 489 students in discussions of research experiences, organising and writing of the thesis. This may include completing non-assessed in-class tasks as set by the coordinators.

## Mandatory course requirements

In addition to achieving an overall pass mark of 50%, students must:

1. Submit the written work specified for this course, on or by the specified dates (subject to such provisions as are agreed for late submission of work)
2. Submit a work-in-progress report of approximately 10 pages to the HONS coordinator and their supervisor (due 30 May, 5.00 pm)
3. Present a 20-minute paper at the HIST 489 seminar presentations on 25-26 July.

## Workload

In accordance with Faculty of Humanities and Social Sciences guidelines, the overall workload for this course, as a Full Year course, is 300 hours in total.

## Assessment

Assessment items and workload per item		%	CLO(s)	Due date
1	10,000 word research essay (excluding footnotes and bibliography).	100%	1, 2, 3, 4, 5, 6	10 October, 5.00 pm

### Other assessment information:

Students have the opportunity to receive feedback on their work before submission. A first draft of the HIST 489 essay is due to the supervisor on **5 September** (email and hard copy). The draft is not marked, but the supervisor will make comments on the draft and meet with the student as appropriate.

**Marking criteria.** The criteria for assessing a HIST 489 essay include:

1. The ability to develop and sustain an original piece of research over two trimesters;
2. The ability to conduct a literature search and demonstrate an understanding of relevant secondary works, including books, articles, internet sources, etc;
3. The ability to formulate and address an historical question, to identify and interpret sufficient relevant evidence, and to generate clear conclusions that stress the importance of research findings and/or arguments;
4. The capacity to place any primary sources in an historiographical context;
5. The ability to present the results of historical research essay in clear prose, and
6. The ability to apply the conventions of historical scholarship accurately and consistently. Specifically, students must properly use quotations; citations, data, figures, or images; and construct a bibliography.

Please note that there is no mathematical correlation between the final grade and the above criteria. The HIST 489 essay will be assessed as a coherent whole, not by assigning specific marks to these criteria. Rather than a restatement of the secondary material, or a narrative, or a mere 'reporting' of archival material, the essay should have a developed argument which takes account of previous work in the area.

## Submission and return of work

The HIST 489 Research Essay is due by 5pm on Friday, 10 October. Students must submit **two** hard copies to the History Office (OK 4045) and an e-copy to the Honours Coordinator. One copy will be retained for History's library, the other will be returned to the student in November. Students will be notified by email when the examined copies are ready for collection.

## Extensions and penalties

There are no extensions granted for the HIST 489 essay except in exceptional circumstances. Students are advised to meet regularly with their supervisor in order to keep to a regular work

schedule, and to let your supervisor know if you have any problems that are affecting your work. There are no penalties for HIST 489 beyond the Mandatory Course Requirements. There are no penalties for the course other than the mandatory course requirements.

## Set texts

There is no set text for HIST 489, but students should consult the booklet "HIST 489 Student Guide 2014" (available at [www.victoria.ac.nz/hppi/publications/Hist-489-Student-Guide.pdf](http://www.victoria.ac.nz/hppi/publications/Hist-489-Student-Guide.pdf) or by email from the course coordinators) which includes guidelines for essay proposals and progress reports. Students will select readings for their individual research projects in conjunction with their supervisor. The small amount of reading that may be occasionally set for seminars will be provided by the coordinators in advance of each seminar and may be collected from the History Programme office. A small photocopying fee of \$15 will be levied by the History Programme (arrangements for payment will be advised in Week One).

## Class representative

The class representative provides a useful way to communicate feedback to the teaching staff during the course. A class representative will be selected at the Honours Orientation on 24 February.

## Student feedback

Enhancements made to this course, based on the feedback of previous students, will be covered during the course.

Student feedback on University courses may be found at [www.cad.vuw.ac.nz/feedback/feedback\\_display.php](http://www.cad.vuw.ac.nz/feedback/feedback_display.php).

## Other important information

The information above is specific to this course. There is other important information that students must familiarise themselves with, including:

- Academic Integrity and Plagiarism: [www.victoria.ac.nz/students/study/exams/integrity-plagiarism](http://www.victoria.ac.nz/students/study/exams/integrity-plagiarism)
- Aegrotats: [www.victoria.ac.nz/students/study/exams/aegrotats](http://www.victoria.ac.nz/students/study/exams/aegrotats)
- Academic Progress: [www.victoria.ac.nz/students/study/progress/academic-progress](http://www.victoria.ac.nz/students/study/progress/academic-progress) (including restrictions and non-engagement)
- Dates and deadlines: [www.victoria.ac.nz/students/study/dates](http://www.victoria.ac.nz/students/study/dates)
- FHSS Student and Academic Services Office: [www.victoria.ac.nz/fhss/student-admin](http://www.victoria.ac.nz/fhss/student-admin)
- Grades: [www.victoria.ac.nz/students/study/progress/grades](http://www.victoria.ac.nz/students/study/progress/grades)
- Resolving academic issues: [www.victoria.ac.nz/about/governance/dvc-academic/publications](http://www.victoria.ac.nz/about/governance/dvc-academic/publications)
- Special passes: [www.victoria.ac.nz/about/governance/dvc-academic/publications](http://www.victoria.ac.nz/about/governance/dvc-academic/publications)
- Statutes and policies including the Student Conduct Statute: [www.victoria.ac.nz/about/governance/strategy](http://www.victoria.ac.nz/about/governance/strategy)
- Student support: [www.victoria.ac.nz/students/support](http://www.victoria.ac.nz/students/support)
- Students with disabilities: [www.victoria.ac.nz/st\\_services/disability](http://www.victoria.ac.nz/st_services/disability)
- Student Charter: [www.victoria.ac.nz/learning-teaching/learning-partnerships/student-charter](http://www.victoria.ac.nz/learning-teaching/learning-partnerships/student-charter)
- Student Contract: [www.victoria.ac.nz/study/apply-enrol/terms-conditions/student-contract](http://www.victoria.ac.nz/study/apply-enrol/terms-conditions/student-contract)
- Subject Librarians: <http://library.victoria.ac.nz/library/resources/subjectcontacts.html>
- Turnitin: [www.cad.vuw.ac.nz/wiki/index.php/Turnitin](http://www.cad.vuw.ac.nz/wiki/index.php/Turnitin)
- University structure: [www.victoria.ac.nz/about/governance/structure](http://www.victoria.ac.nz/about/governance/structure)
- VUWSA: [www.vuwsa.org.nz](http://www.vuwsa.org.nz)

## Important Dates in 2014

- **24 February:** Orientation to History Honours
- **3 March:** HIST 489 Research Essay Proposal due to the History Office (Old Kirk 405) and emailed to Honours Coordinators
- **7 March:** Students advised by email of outcome of HIST 489 proposal by Honours Coordinators
- **30 May:** HIST 489 Research Essay Progress Report due to Honours Coordinators and your supervisor
- **Fri 25-Sat 26 July:** History Seminar Presentations (timetable announced closer to the time)
- **5 September:** HIST 489 Research Essay First Draft due to supervisor by email and hard copy
- **10 October:** HIST 489 Research Essay due by 5.00 pm (submit two hard copies to the History Office and an e-copy to the Honours Coordinator)