



SCHOOL OF HISTORY, PHILOSOPHY, POLITICAL SCIENCE AND INTERNATIONAL RELATIONS

HISTORY PROGRAMME

2012 Full year

5 March to 17 November 2012

HIST 489 Research Essay

CRN 1973

Trimester dates

Teaching dates: Thursday 8 March to Thursday 18 October 2012

Mid-trimester breaks: 6–22 April 2012; 27 August–9 September 2012

Mid-year break: 11 June–15 July 2012

Withdrawal dates

Information on withdrawals and refunds may be found at

<http://www.victoria.ac.nz/home/admisenrol/payments/withdrawalsrefunds.aspx>

Names and contact details

Course Coordinator: Dr. Alexander Maxwell (honours Course Coordinator)
Room: OK 422
Phone: 04 463 6753
Email: alexander.maxwell@vuw.ac.nz
Seminars: Seminars begin in Week 1 on 9 March 2012
Office Hour: t.b.a.

Course delivery

HIST 489 is a compulsory Research Essay undertaken in consultation with a HIST programme staff member. HIST 489 will have occasional support workshops for students in Trimesters 1 and 2. Although not compulsory, you are expected to attend these workshops and engage with other HIST 489 students about the research experience, organisation, and writing of your thesis. You are also expected to complete non-assessed in-class tasks as set by the coordinator. These workshops are run by the honours course coordinator.

Class times and locations of HIST 489 workshops

The class meets in OK 406 (the Wood Seminar Room) on Fridays, 14.10-16.00 pm, unless otherwise noted. No meetings will be held during non-teaching periods.

Communication of additional information

This course does NOT use Blackboard. The instructor will communicate with students via email about announcements, upcoming seminar topics, etc.

Course content

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 HIST programme staff member.

Due dates for 2012

- 5 March: HIST 489 Research Essay Proposal due to the History Office (OK 405) by 5pm and by email to the honours coordinator. Please use the already-circulated cover sheet for e-mail and hard copy submissions. A full style guide to the HIST 489 Research Essay will be distributed at the first workshop on 4 March.
- 9 March: Students advised by email of outcome of HIST 489 proposal by honours coordinator.
- 1 June: HIST 489 Research Essay Progress Report due to the Honours Coordinator and to your supervisor.
- 27-28 July: HIST 489 Seminar Presentations (timetable announced closer to the time).
- 7 September: HIST 489 Research Essay Draft due by 5pm (to supervisor; e-mail and hard copy).
- 12 October: HIST 489 Research Essay Final Version due by 5pm (submit two hard copies to the History Office and an e-copy to the honours Coordinator).

Learning objectives

Students undertaking a HIST 489 Research Essay should be able to: Undertake a self-directed piece of research of 10,000 words and, ideally, to the standard of a quality, peer-reviewed article; Base their research on a wide reading of primary and/or secondary sources; and develop a solid and historically informed topic based on their research and advance a historically defensible argument about that research as it relates to existing historiography.

HIST 489 research essays should be around 10,000 words, approximately 40 pages of double-spaced typing, **excluding** footnotes and bibliography. The essays are mostly based upon primary source material, as opposed to the secondary material used in most undergraduate essays. Some HIST 489 essays, though, may be advanced historiographical essays.

For more on the 489 honours year, see the booklet "History Programme 2012 Honours," available at: <http://www.victoria.ac.nz/hppi/publications/hist-hons-handout-2012.pdf>

Graduate attributes

As with all History courses, learning objectives of HIST489 contribute to the attainment of specific graduate attributes. For more details please consult our website: <http://www.victoria.ac.nz/hppi/subjects/hist.aspx#Grad-attributes>

Expected 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.

Readings

There are no set texts for HIST 489 research essay. Students will select readings for their individual research projects in conjunction with their faculty advisors. The 489 workshops do not require any external reading.

Schedule of workshops / due dates

29 Feb	Honours organizational meeting (OK 406).
5 March	History 489 Proposals due (Send to honours co-ordinator and the History office OK 405).
9 March	Workshop: "Introduction to the honours year." Students receive approval for their research topics.
16 March	14:00 pm NZ Archives Tour (meet at the Entrance foyer) Bring a photo ID, try to leave bags at home. Post-outing social event: Backbencher Pub.
23 March	Workshop: "Writing strategies for longer academic essays."
30 March	Workshop: "Google Treasure Hunt" (meets in KK217).
27 April	Workshop: "Advanced Referencing."
4 May	Workshop: "Primary Sources: Coping with 'Bias'."
11 May	Workshop: "Secondary Sources"
18 May	Workshop: "Punchy Academic Prose I: Verbs."
25 May	Workshop: "Punchy Academic Prose II: Nouns."
1 June	Workshop: "Thinking about Paragraphs." 489 Progress Report due
8 June	Workshop: "Academic Presentations."
20 July	Workshop: "PowerPoint Questions and Answers" (optional).
27-28 July	HIST 489 Seminar Presentations Post-outing social event: Restaurant Istanbul.
30 July	Workshop: "Making a map or illustration with MS Paint."
7 Sept.	HIST 489 Research Essay Draft due by 5pm. (Send to supervisor).
28 Sept.	Workshop: "Writing an MA proposal" (optional).

Assessment requirements

The criteria for assessing a HIST 489 essay currently 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 your final grade and the above criteria. Your 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.

Penalties

History Programme policy stipulates that late submission of essays is penalised. Students lose 5% for the first day late and 2% thereafter for a maximum of 10 weekdays. After 10 weekdays, work can be accepted for mandatory course requirements but will not be marked. Extensions may be granted in exceptional circumstances, but **all extensions require the student to provide documentation**. If granted an extension, students must agree to a new due date, but in the case of honours, this may not exceed 7 days. Contact the honours coordinator as soon as a problem emerges. Extension forms are available in the History Programme office. Please note that failure to submit a HIST 489 essay will result in a failure of the entire Honours year, even if students submit work for all other courses.

Mandatory course requirements

To gain a pass in this course each student must submit the written work specified for this course, on or by the specified dates (subject to such provisions as are stated for late submission of work. Specifically, students must:

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| a) Submit a progress report | (due 1 June at 5 pm) |
| b) Present a 20-minute paper at the HIST 489 seminar | (at the conference on 27-28 July) |
| c) Submit the 489 research essay | (due 12 October at 5 pm) |

Return of assignments

The honours coordinator will advise students in late October or early November when they can collect their research essays.

Class Representative

A class representative will be elected in the first class, and that person's name and contact details will be available to VUWSA, the Course Coordinator, and the class. The class representative provides a communication channel to liaise with the Course Coordinator on behalf of students.

Academic Integrity and Plagiarism

Academic integrity means that university staff and students, in their teaching and learning are expected to treat others honestly, fairly and with respect at all times. It is not acceptable to mistreat academic, intellectual or creative work that has been done by other people by representing it as your own original work.

Academic integrity is important because it is the core value on which the University's learning, teaching and research activities are based. Victoria University's reputation for academic integrity adds value to your qualification.

The University defines plagiarism as presenting someone else's work as if it were your own, whether you mean to or not. 'Someone else's work' means anything that is not your own idea. Even if it is presented in your own style, you must acknowledge your sources fully and appropriately. This includes:

- Material from books, journals or any other printed source
- The work of other students or staff
- Information from the internet
- Software programs and other electronic material
- Designs and ideas
- The organisation or structuring of any such material

Find out more about plagiarism, how to avoid it and penalties, on the University's website: <http://www.victoria.ac.nz/home/study/plagiarism.aspx>

Where to find more detailed information

Find key dates, explanations of grades and other useful information at www.victoria.ac.nz/home/study. Find out how academic progress is monitored and how enrolment can be restricted at www.victoria.ac.nz/home/study/academic-progress. Most statutes and policies are available at www.victoria.ac.nz/home/about/policy, except qualification statutes, which are available via the *Calendar* webpage at www.victoria.ac.nz/home/study/calendar.aspx (See Section C).

Other useful information for students may be found at the website of the Assistant Vice-Chancellor (Academic), at www.victoria.ac.nz/home/about_victoria/avcademic.