TE WHARE WĀNANGA O TE ŪPOKO O TE IKA A MĀUI

VICTORIA
UNIVERSITY OF WELLINGTON

FACULTY OF HUMANITIES AND SOCIAL SCIENCES

ART HISTORY, CLASSICS AND RELIGIOUS STUDIES

MUSEUM AND HERITAGE STUDIES
MHST 513 RESEARCH METHODS
30 POINTS

FULL YEAR 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 to 13 July 2014
Mid-trimester break: 2/3: 25 August to 7 September 2014
Aegrotat period begins: 29 September

Last assessment item due: 1 October 2014

Withdrawal dates: Refer to 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

Class times and locations

Wednesday 9-11am   48 Kelburn Parade Ground Floor Seminar Room

Names and contact details

Course coordinator   Lee Davidson
                                04 463 5929
                                Lee.davidson@vuw.ac.nz.

Communication of additional information

Additional communications will be via Blackboard and email and notices will be posted in OK302.

Prescription

This course introduces a variety of research methodologies, approaches, sources and theories which are employed in the study of cultural heritage. It provides an essential platform for those students planning to do dissertation or thesis research and writing.

Course learning objectives (CLOs)

Students who pass this course should be able to:
1. understand the rationale behind the use of qualitative and quantitative research methods;
2. choose appropriate methods for particular research settings; and
3. understand the principles and practicalities of research management from a variety of perspectives.

By the end of the course each student will have completed a research proposal.

Teaching format

The course is delivered through 20 two-hour discussion based seminars and 2 three-hour workshops.

Mandatory course requirements

In addition to achieving an overall pass mark of 50%, students must:
1. complete all assignments
2. attend 90% of seminars/workshops

Workload

As a general rule, each course requires a time commitment equivalent to a full working day (inclusive of teaching or seminar time) for every week of the academic year. The total workload for the course, including class time should be approximately 300 hours. This includes 46 hours of class time. Workload guides for assessment are outlined below:

Assessment

	Assessment items and workload per item	%	CLO(s)	Due date
1	Essay (1000 words) 25 hrs	10%	3	4 April
2	Presentation (20-30 mins) 25 hrs	10%	1,2,3	4 June
3	Written report (3000 words) 75 hrs	30%	1,2,3	1 Aug
4	Archival research exercise (1000 words) 29 hrs	10%	2,3	22 Aug
5	Proposal (4000 words) 100 hrs	40%	1,2,3	1 Oct

Marking criteria

An assessment schedule will be prepared for each assignment and distributed to students indicating the criteria against which the assignment will be assessed and the marks which will be awarded for each element of the work.

Submission and return of work

Assignments will be submitted via Blackboard. Marks and feedback will be posted on Blackboard and hard copies returned in class.

Extensions and penalties

Extensions

Late assignments will only be accepted if a suitable reason is given well <u>in advance of the due date</u>. The only exception will be on medical grounds (including a medical certificate) or in other exceptional circumstances.

Penalties

Any late work that does not meet the above requirements will have their mark reduced by 1% for each day it is overdue.

Materials and equipment and/or additional expenses

There is a noho marae at Hongoeka on the 21st March. There will be a set charge for students to cover some of the expenses and students will need to give a koha.

Practicum/placement/field trip/internship arrangements

The course includes field trips and other activities in museums and heritage organisations—see the schedule in the course content for details.

Set texts

Denscombe, Martyn. The Good Research Guide: For Small-Scale Social Research Projects. Maidenhead, England: McGraw-Hill/Open University Press, 2010.
This can be bought from: www.vicbooks.co.nz.

Recommended reading

Other recommended reading will be posted on Blackboard.

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 first lecture of the course. Students may like to write the Class Rep's name and details in this box:

Class Rep name and contact details:

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.

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
- Aegrotats: www.victoria.ac.nz/students/study/exams/aegrotats
- Academic Progress: www.victoria.ac.nz/students/study/progress/academic-progess (including restrictions and non-engagement)
- Dates and deadlines: www.victoria.ac.nz/students/study/dates
- FHSS Student and Academic Services Office: www.victoria.ac.nz/fhss/student-admin
- Grades: www.victoria.ac.nz/students/study/progress/grades
- Resolving academic issues: www.victoria.ac.nz/about/governance/dvc-academic/publications
- Special passes: www.victoria.ac.nz/about/governance/dvc-academic/publications
- Statutes and policies including the Student Conduct Statute: www.victoria.ac.nz/about/governance/strategy
- Student support: www.victoria.ac.nz/students/support
- Students with disabilities: www.victoria.ac.nz/st_services/disability
- Student Charter: www.victoria.ac.nz/learning-teaching/learning-partnerships/student-charter
- Student Contract: 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
- University structure: www.victoria.ac.nz/about/governance/structure
- VUWSA: www.vuwsa.org.nz

The school may include additional websites if appropriate, for example links to qualification-specific or discipline-specific style guides and graduate attributes.