



**FACULTY OF HUMANITIES AND SOCIAL SCIENCES  
SCHOOL OF LANGUAGES AND CULTURES**

**ASIAN STUDIES PROGRAMME  
ASIA 302 SELECTED TOPIC: DIRECTED INDIVIDUAL STUDY**

**20 POINTS**

**TRIMESTER 1 2016**

**Key dates**

**Trimester dates:** 29 February to 29 June 2016

**Teaching dates:** 29 February to 5 June 2016

**Easter break:** 24–30 March 2016

**Mid-trimester break:** 25 April to 1 May 2016

**Last assessment item due:** 17 June 2016

**Study period:** 6–9 June 2016

**Examination/Assessment Period:** 10–29 June 2016

Note: students who enrol in courses with examinations must be able to attend an examination at the University at any time during the scheduled examination period.

**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 in the last three weeks of teaching, or an examination, it may instead be possible to apply for an aegrotat (refer to [www.victoria.ac.nz/students/study/exams/aegrotats](http://www.victoria.ac.nz/students/study/exams/aegrotats)).

**Class times and locations**

Students enrolled in this course must establish with their individual supervisors a mutually agreed schedule of meetings to discuss their progress.

**Names and contact details**

**Course Coordinator and Lecturer:** Associate Professor Stephen Epstein  
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Ida Li  
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School office hours: 9.00am to 4.30 pm Monday to Friday

**Contact Person for Māori and Pasifika Students** Dr Ross Woods  
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**Contact Person for Students with Disabilities:** Dr Andrea Hepworth  
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**School Website:** [www.victoria.ac.nz/slc](http://www.victoria.ac.nz/slc)

### Communication of additional information

The Asian Studies noticeboard is in the corridor between rooms vZ717 and vZ718. As an individual study, additional information or information on changes will generally be conveyed to students via meetings with supervisors or email.

### Prescription

A supervised programme of research and study on selected themes in Asian Studies.

### Course content

The general aims of the Asian Studies Programme are to teach students to think critically and creatively about "Asia" and about "their own culture(s)" in the light of "Asian" life and thought, and to integrate the understandings developed into their university education. In keeping with these aims, ASIA 302 provides students with the opportunity to undertake a supervised programme of individual research and study on a theme agreed upon between the student and an appropriate supervisor.

### Course learning objectives (CLOs)

Students who pass this course should be able to:

1. display increased research skills generally, and more specifically within the context of Asian Studies;
2. demonstrate a deepened critical understanding of a particular area of research within Asian Studies;
3. show development in their oral and written communication skills, particularly in relation to Asian Studies
4. consider issues in Asian Studies from at least one or more disciplinary perspectives at an advanced level.

### Teaching format

As a directed individual study, students are expected to work independently but also to attend regular meetings with their supervisors at times to be determined.

## Mandatory course requirements

There are no attendance requirements as such, but it is fully expected that students will attend all scheduled meetings with their supervisors on a regular basis, and contact them beforehand if for some reason they cannot make an arranged appointment.

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

1. hand in a credible version of their final essay.

Any student who is concerned that they have been (or might be) unable to meet any of the MCRs because of exceptional personal circumstances, should contact the course coordinator as soon as possible.

## Workload

The University Assessment Handbook has laid down guidelines as to the number of hours per week which students are expected to devote to a course in order to maintain satisfactory progress. Students enrolling in 20-point course should work on average 13 hours per week including contact hours. Because of the nature of the course, it is particularly difficult to separate the amount of work that goes into each component as in many ways the writing of the course prospectus and the preparation of the annotated bibliography are part of the scaffolding that goes into the creating of the final essay. However, a ballpark figure for the different types of work involved in the course might expect you to meet with your supervisor an average of 6 hours over the course of the trimester, to spend thirty hours apiece on preparation of your preliminary prospectus and annotated bibliography and some additional 150 hours of research and writing for your final course essay.

## Assessment

This course is entirely internally assessed. The assessment, which is designed to test how well you have responded to the objectives of the course and have developed research skills within Asian Studies consists of the following:

Assessment items and workload per item	%	CLO(s)	Due date
1 Course essay prospectus (500-1000 words)	10%	1, 2, 3, 4	Wednesday, 23 March
2 Preliminary annotated bibliography for essay	10%	1, 2, 4	Friday, 22 April
3 Oral Presentation (10 to 15 minutes)	10%	1, 2, 3, 4	Week 9, TBD
4 Course essay (5000 words)	70%	1, 2, 3, 4	Friday, 17 June

The precise due dates for these assignments may be varied slightly upon consultation with your individual supervisor(s), but in no case may the final essay be accepted later than the end of the second week of exam period. As a course of directed individual research, there is no exam in ASIA 302.

Below is further detail on each piece of assessment. Marking criteria will be made available on Blackboard:

### 1. Course essay prospectus (10%) due Wednesday, 23 March, 4 p.m.

In order to help assist you in planning your essay, you are required to produce a prospectus of 500-1000 words, which will allow your supervisor(s) to help guide you in your work and to encourage you to get an early start. Although there is no fixed set template that you have to follow, what we are looking for is an indication of the issues you will write about, along with a tentative outline of arguments you may be making (or perhaps better put, hypotheses you will be testing, as your thoughts will grow and change as your research deepens). You are welcome to use parts of your

prospectus in the final version of your essay, but part of your final grade will be dependent on how well you incorporate any feedback you are given.

### **2. Preliminary annotated bibliography for essay (10%), due Friday, 22 April, 4 p.m.**

An essential part of the research process is reading through and taking notes on the sources you will draw on in creating your argument. Again, to help guide you, we ask you to prepare a list of several of the sources you expect to use and to annotate them. Although again there is no fixed set template that you have to follow, you should treat between roughly 15 to 25 sources (this will vary depending on the nature of your project and the length of the sources you are using), with approximately three to five sentences each (you may also create a set of extended bullet points upon agreement with your supervisor), summing up their main arguments, points of particular note to you and an overall assessment of the piece and its usefulness to you. This exercise will also help you with preparation of your bibliography for your final essay.

### **3. Presentation on course essay project (10-15 minutes), Week 9 (May 9-13), TBD**

You will be asked to prepare a polished presentation on your essay topic, explaining your argument in detail, and the evidence that you are using to support it. One of the objectives of this exercise is to give you practice in making a clear oral presentation; think of ways to engage the attention of your listeners (lecturers and fellow students involved in the course). What is particularly interesting about your topic? If you have encountered particularly thorny issues in working through your argument, don't hesitate to raise them. Another objective is to allow you an opportunity for further feedback before writing up the final version of your essay. Time yourself and rehearse! We will be strict in cutting you off after 15 minutes.

### **4. Course essay (70%), 5000 words, due Friday, 17 June, 4 p.m.**

The essay length is 5000 words (excluding bibliography and notes; please include a word count. Please include the word count and be sure to type it double-spaced to allow room for comment.

In writing your essay, develop an argument carefully, and be sure to use carefully chosen examples to back up your points. You will need to refer to credible secondary sources, but do not rely upon them to make your argument for you. We are interested in what you think just as much as what learned colleagues think. When you refer to secondary sources in support of your argument, provide accurate quotations and references as well as a bibliography for the books cited. The bibliography should contain references only for those books you actually cite in your essay and may well depart from your preliminary annotated bibliography as your research develops.

**Essays are to be carefully edited and proofread before submission.** Be sure to keep up your writing throughout the trimester and leave ample time for revisions. Be sure to use a spelling and grammar check! In addition to meetings with your supervisor(s), you may feel free to consult with the Course Coordinator if you have general questions about the writing and research process.

### **Submission and return of work**

All assignments must be handed in at the deadlines arranged with supervisor(s) to avoid penalties. Course essays should be handed in directly to the supervisor electronically and a paper copy delivered to the School of Languages and Cultures (SLC) office on the 6<sup>th</sup> floor of von Zedlitz. The assignment slot is located to the left of the office. The essay should also contain a cover sheet available from the SLC office. We aim to get work back to you within two weeks of submission; occasionally this may take longer. Your supervisors will tell you whether to pick up your assignments directly from them or from the SLC office.

## Extensions and penalties

### Extensions

The due dates for the assignments given in the Course Programme must be adhered to. Although work may be accepted late in special circumstances, your supervisor and the Course Coordinator should always be contacted on or before the due dates if there is a problem.

### Penalties

The penalty for work presented late without prior approval is a 5% deduction per day (counting an individual piece of work as 100%). In addition, please note that essays that fall outside of a 10% limit on either side, 4500-5500 words, can expect to lose marks in proportion to the severity of the shortfall or excess. Up to a maximum of 5% may also be deducted for poorly presented assignments

## Set texts

As this course is based on individual research topic, there is no textbook or course reader as such. Students may find it useful to purchase texts that have a specific relevance to their area of focus. Appropriate readings will be determined in conjunction with the student's supervisor.

## Class representative

Because of the small size of the course and its nature as a directed individual study, there is no class representative for ASIA302.

## Student feedback

Because of the small size of the course and the impossibility of formal, anonymous surveys, feedback has been obtained informally. Students have suggested that an oral presentation may be useful in practicing oral communication skills and encouraging them to pull their thoughts together at an earlier stage of the course and we have added such a component. 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)
- 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)
- Special passes: refer to the *Assessment Handbook*, at [www.victoria.ac.nz/documents/policy/staff-policy/assessment-handbook.pdf](http://www.victoria.ac.nz/documents/policy/staff-policy/assessment-handbook.pdf)
- 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)
- Subject Librarians: <http://library.victoria.ac.nz/library-v2/find-your-subject-librarian>
- Terms and conditions: [www.victoria.ac.nz/study/apply-enrol/terms-conditions/student-contract](http://www.victoria.ac.nz/study/apply-enrol/terms-conditions/student-contract)
- 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)
- Victoria graduate profile: [www.victoria.ac.nz/learning-teaching/learning-partnerships/graduate-profile](http://www.victoria.ac.nz/learning-teaching/learning-partnerships/graduate-profile)
- VUWSA: [www.vuwsa.org.nz](http://www.vuwsa.org.nz)