



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

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

20 POINTS

TRIMESTER 2 2016

Key dates

Trimester dates: 11 July to 13 November 2016

Teaching dates: 11 July to 16 October 2016

Mid-trimester break: 22 August to 4 September 2016

Last assessment item due: 21 October 2016

Study period: 17–20 October 2016

Examination/Assessment Period: 21 October to 12 November 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.

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).

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 Co-ordinators: A/Prof Stephen Epstein (Weeks 1-5)
Office: vZ717
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Dr Catherine Churchman (Weeks 6-12)
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School office hours: 9.00am to 5.00pm Monday to Friday

Contact Person for Māori and Pasifika Students: Dr Nicola Gilmour
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Contact Person for Students with Disabilities: Dr Andrea Hepworth
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School Website: 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. hone their 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. consider issues in Asian Studies from at least one or more disciplinary perspectives at a more 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 10 hours per point, 200 hours overall. Because of the nature of the course, it is particularly difficult to separate the amount of work that goes into each component, as the writing of the course prospectus and the preparation of the annotated bibliography and your oral presentation are part of the scaffolding that goes into the creating of the final essay. However, a general guideline for the different types of work involved in the course might be 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 first three assessments and roughly an additional 110 hours of research, writing, and revising 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
Course essay prospectus (500-1000 words)	10%	1, 2, 3, 4	Week 4
Preliminary annotated bibliography for essay	10%	1, 2, 4	Week 7
Oral Presentation (10 to 15 minutes)	10%	1, 2, 3, 4	Week 9
Course essay (5000 words)	70%	1, 2, 3, 4	Friday, 21 October

The precise due dates for these assignments may be varied within the specified weeks upon consultation with your individual supervisor(s), but in no case may the final essay be accepted later than the last day of the trimester's study week. As a course of directed individual research, there is no exam in ASIA 302.

Students will not be able to attain an aegrotat for this course as assessment is dependent on the successful completion of the assigned essay for independent study.

Below is further detail on each piece of assessment:

1. Course essay prospectus (10%), due Week 4 (August 1 - 5)

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 Week 7 (September 5 - 9)

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. 10-15 minute oral presentation on course essay project (10%), due Week 9 (May 19-23)

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 first week of exam period (October 17 - 21)

The essay length is 5000 words (excluding bibliography and notes; please include a word count; 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). 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.

Marking criteria for each piece of work will be supplied on Blackboard.

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 6th 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 supervisor and/or the course coordinator will inform 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 agreed upon with your supervisor based on the Course Programme must be adhered to. Although work may be accepted late in special circumstances, your supervisor and the Course Co-ordinator should always be contacted on or before the due dates if there is a problem.

Penalties

The penalty for work presented later than the deadline agreed upon with your supervisor without prior approval is a 5% deduction per day (counting an individual piece of work as 100%). In addition, please note that up to a maximum of 5% may be deducted for poorly presented assignments. Please also note the penalties based on minimum and maximum word lengths in the explanation of the course essay above.

Set texts/Recommended readings

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

Likewise, as a small, individually directed study, we do not collect feedback in ASIA302 since it is impossible to guarantee student anonymity (in the first semester, the student cohort was one). Nonetheless, both your supervisor and the course coordinator are always happy to discuss any concerns that you might have.

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
- Academic Progress: www.victoria.ac.nz/students/study/progress/academic-progress (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
- Special passes: refer to the *Assessment Handbook*, at 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
- 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
- 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
- Turnitin: www.cad.vuw.ac.nz/wiki/index.php/Turnitin
- University structure: www.victoria.ac.nz/about/governance/structure
- Victoria graduate profile: www.victoria.ac.nz/learning-teaching/learning-partnerships/graduate-profile
- VUWSA: www.vuwsa.org.nz