



Te Kawa a Māui
Faculty of Humanities and Social Sciences

MAOR 125

Special Topic: Māori Cultural Practices for Professionals

Course Reference Number (CRN): 14310
Course Value: 20 points
Trimester 2 2016

1 KEY DATES

Trimester dates	11 July to 13 November
Teaching dates	11 July to 16 October
Mid-trimester break	22 August to 4 September
Last assessment item due	13 October
Withdrawal dates	Refer to www.victoria.ac.nz/students/study/withdrawals-refunds .
Aegrotats	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).

2 CLASS TIMES AND LOCATIONS

Tuesday	3:10-5:00pm	MR101 (Te Tumu Herenga Waka)
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3 NAMES AND CONTACT DETAILS

Course Coordinator	Dr Karena Kelly Room 202, 48 Kelburn Parade Telephone 463 5470 Email karena.kelly@vuw.ac.nz
Office Hours	Tuesday, 2:10-3:00pm
Course Administrator	Jeremy Porima Room 102, 50 Kelburn Parade Telephone 463 5314 Email jeremy.porima@vuw.ac.nz
Office Hours	Monday-Friday, 8:00am-4:00pm

4 COMMUNICATION OF ADDITIONAL INFORMATION

MAOR 125 has a Blackboard site. You should check this site regularly, i.e. at least twice a week.

All notices, course information (including information relating to assessments), and grades will be made available on Blackboard.

5 PRESCRIPTION AND COURSE LEARNING OBJECTIVES

5.1 Prescription

This course prepares students to enter the workforce equipped to understand and deal with the challenges of engaging with the Māori world and Māori stakeholders. It focuses on basic Māori language skills, workplace Treaty issues, and operating appropriately and effectively in the context of a marae or Māori meeting.

5.2 Course Learning Objectives (CLOs)

Students who pass this course will be able to:

- 1 correctly pronounce, understand and accurately use a selection of Māori words
- 2 perform and respond to Māori greetings
- 3 participate actively in a marae pōwhiri or mihi whakatau situation, and
- 4 know the history, role and place of the Treaty of Waitangi in workplace situations.

6 COURSE CONTENT

This programme provides an outline of lecture content. The programme is flexible and where necessary will be tailored to the needs and requests of the students in the course.

Week	Date	Lecture	Assessment
1	12 July	Whakawhanaungatanga	
2	19 July	Pronunciation fundamentals	
3	26 July	Greetings and introductions	Pronunciation test (26 July)
4	2 Aug	Talking about kinship	Vocabulary test (2 Aug)
5	9 Aug	Rituals of encounter	
6	16 Aug	Mihimihi	Mihimihi assessment (16 Aug)
MID-TRIMESTER BREAK: 22 August-4 September			
7	6 Sep	Introduction to the Treaty of Waitangi	
8	13 Sep	Tikanga in contemporary workplaces	
9	20 Sep	Guest lecture – Dr Carwyn Jones	Tikanga presentation (20 Sep)
10	27 Sep	Reo, Tikanga & Treaty in the workplace	
11	4 Oct	In-class test	In-class test (4 Oct)
12	11 Oct	Whakakapi	Essay (13 Oct)

7 TEACHING FORMAT

Students will attend one 1-hour 50 minute lecture per week. Lectures will involve a presentation from the Course Coordinator or guest lecturers, often with time for questions. There are no tutorials for MAOR 125.

8 MANDATORY COURSE REQUIREMENTS (MCRs)

In addition to achieving an overall pass mark of 50%, students must (except where the Course Coordinator's permission is granted):

- obtain at least 40% for the pronunciation test, mihimihi assessment and essay in order to demonstrate the achievement of all CLOs in the course.

The MCRs ensure that students satisfy the CLOs by engaging in a variety of learning and assessment activities associated with this course.

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.

9 WORKLOAD

The standard University workload for a 20-point course applies, i.e. 200 hours in total, spread over the teaching weeks, i.e. about 14 hours per week (inclusive of lectures).

Each week, the remaining 12 hours should be spent on:

- reading preparation for lectures and assessments (3-4 hours)
- Māori language practise (2-3 hours), and
- preparation for assessments (3-5 hours).

The division of time between reading for assignments and writing assignments will vary from week to week.

10 ASSESSMENT

10.1 Assessment Requirements

Information about all course assessments are contained in this course outline. Assessments will be explained in class. If you are unsure about any assessment requirement, please contact the Course Coordinator. Marking guides are available on Blackboard.

MAOR 125 is 100% internally assessed.

Assessment items and workload	%	CLOs	Due date
1 Pronunciation test (10 mins)	5%	1	In-class, Tuesday 26 July
2 Vocabulary test (20 mins)	10%	1	In-class, Tuesday 2 August
3 Mihimihi assessment	20%	2	In class, Tuesday 16 August
4 Tikanga presentation	15%	1, 2, 3	In-class, Tuesday 20 September
5 In-class test (90 mins)	20%	1, 3, 4	In-class, Tuesday 4 October
6 Essay (1,200 words)	30%	3, 4	4:30pm, Thursday 13 October
Total internal assessment	100%		

10.2 Pronunciation Test **5%**

There are two parts to this pronunciation test, to be held in-class during Week 3. In Part A, you will be given a selection of words from the course vocabulary list. In Part B, you will be given a selection of unfamiliar Māori words or names to pronounce, using your knowledge of the fundamentals of accurate pronunciation in Māori.

10.3 Vocabulary Test **10%**

In this assessment, you will be tested on the words in the course vocabulary list. The format of this test will be explained in detail in the lecture in Week 3.

10.4 Mihimihi Assessment **20%**

In this oral presentation, you will give a formal mihi address, introducing yourself and talking about your family and whakapapa. The details of this assessment will be discussed in the lecture in Week 4.

10.5 Tikanga Presentation **15%**

In this group-based task, your group will be assigned an aspect of tikanga Māori to research and present in-class in Week 9. The details of this assessment will be discussed in the lecture in Week 5. Although this is a group-based task, each member of the group will receive an individual grade.

10.6 In-class Test **20%**

This test will have three sections, pertaining respectively to aspects of te reo, tikanga, and the Treaty of Waitangi taught in the course. The format of this test will be explained in detail in the lecture in Week 6.

10.7 Essay **30%**

For this essay, you will select ONE of the topics posted on Blackboard in Week 6. Your essay should be no more than 1,200 words in length, excluding appendices.

11 SUBMISSION AND RETURN OF COURSE WORK

11.1 Submission of Course Work

All work submitted for this course MUST be posted in the Assignment Box, Māori Studies School Office, 50 Kelburn Parade. All assignments are registered in the Māori Studies School Office. DO NOT hand work to the Course Coordinator, or leave assignments under the Course Coordinator's door. Please keep a copy of your work.

You are required to use the standard cover sheet for Te Kawa a Māui assignments. Hard copies of this are available by the Assignment Box.

11.2 Return of Course Work

Where possible, marked work will be returned to students in class. If a student is absent, or if work is returned in non-teaching periods, students will be notified of its availability via Blackboard, and it can be collected from the

Māori Studies School Office at 50 Kelburn Parade. Students can collect their marked work Monday to Friday between the hours of 9:00am-1:00pm only. Work cannot be given back outside of these times.

The Course Coordinator endeavours to have work marked and returned within two weeks of its submission.

12 EXTENSIONS AND PENALTIES

By prior arrangement and for very good reasons an extension might be granted. However, without an express extension from the Course Coordinator the following late penalties will apply:

- 5%* will be deducted for every day or part day that the assignment is late. NB* 5% is equivalent to one grade i.e. from an A+ to an A.
- after ten days the assignment will be accepted for the purposes of meeting the 'course requirements', but no mark will be given.

Unless an extension is previously granted, the final date for submission of MAOR 125 course assessment is Friday 14 October at 4:30pm.

13 SET TEXTS

13.1 Required Text

All readings and course materials will be posted on Blackboard.

13.2 Academic Writing Guide

Students will be required to make their written work conform to the Māori Studies academic writing guidelines. A copy of these guidelines will be made available on Blackboard.

Te Kawa a Māui Academic Writing Guide, 2011 edition. Wellington: Victoria University.

14 TE PŪTAHI ATAWHAI MENTORING PROGRAMME

Te Pūtahi Atawhai (TPA) coordinates a mentoring programme for Māori and Pasifika students who would like additional support and assistance to help them to succeed with their courses. To check which courses this service is available for, speak to a TPA staff member or visit their Kelburn Campus office space located on Level 2 of the Student Union Building.

15 TE PŪTAHI REO

The Language Learning Centre (LLC) is Victoria's technology-rich, multimedia centre supporting language learning.

At the LLC you can:

- practise and extend your language learning
- find materials to support your language studies, including dictionaries, textbooks and graded readers
- study independently using language learning software, audio material and DVDs

- find a welcoming environment with services and events, and onsite assistance and support for languages, and
- become a 'Language Buddy' or find a conversation group.

Visit the LLC on Level 0, von Zedlitz Building or take a look at their website www.victoria.ac.nz/llc/ to find out more about the services available.

16 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.

17 STUDENT FEEDBACK

Feedback is important to ensure this course contains information of relevance to our students. MAOR 125 has received positive feedback from previous student cohorts. They were particularly happy with the cross-section of aspects of Māori Studies offered in the course – for those without previous experience in or exposure to aspects of Māori culture and society.

A Centre for Academic Development (CAD) feedback process will be conducted at the end of the course, which will allow students to give feedback on an anonymous basis. Student feedback on University courses may be found at www.cad.vuw.ac.nz/feedback/feedback_display.php.

18 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

Māori at Victoria

www.victoria.ac.nz/maori-at-victoria

Pasifika at Victoria

www.victoria.ac.nz/vicpasifika

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>

Te Kawa a Māui

www.victoria.ac.nz/maori

Te Pūtahi Atawhai

www.victoria.ac.nz/students/get-involved/lead-mentor/te-putahi-atawhai

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

Vic Books

www.vicbooks.co.nz

Victoria graduate profile

www.victoria.ac.nz/learning-teaching/learning-partnerships/graduate-profile

VUWSA

www.vuwsa.org.nz